

## Minutes

Cuyahoga County Board of Control

Monday, August 7, 2017 11:00 A.M.

County Headquarters

2079 East Ninth Street, 4<sup>th</sup> Floor

Committee Room B

### I – CALL TO ORDER

The meeting was called to order at 11:01 a.m.

Attending:

Armond Budish, Chairperson

Councilwoman Nan Baker

Trevor McAleer, County Council (Alternate for Dan Brady)

Joseph Nanni, County Council (Alternate for Dale Miller)

Dennis Kennedy, Fiscal Officer

Lenora Lockett, Director, Office of Procurement & Diversity

### II – REVIEW MINUTES – 7/31/17

Armond Budish motioned to approve the minutes from the July 31, 2017 meeting, as written; Nan Baker seconded. The minutes were unanimously approved.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV – CONTRACTS AND AWARDS

#### A – Tabled Items

#### B – New Items for Review

##### BC2017-573

Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1600095 with Burton Scot Contractors, LLC for County Airport Runway 6/24 Safety Area Improvement Project No. 2, for additional funds in the amount not-to-exceed \$229,598.04.

Funding Source: General Fund - 90% Reimbursable from FAA Grants

Nichole English, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-573 was unanimously approved.

##### BC2017-574

Department of Public Works,

**a) Recommending an alternate procurement process on RQ40293, which will result in an award recommendation to Albert Herman Draperies, Inc. in the amount of \$204,269.44 for the purchase of EcoGreen Solar Shades for use at the Juvenile Justice Center.**

b) recommending ~~a sole source~~ an award on RQ40293 to Albert Herman Draperies, Inc. in the amount of \$204,269.44 for the purchase of EcoGreen Solar Shades for use at the Juvenile Justice Center.

Funding Source: General Fund

Matt Rymer, Department of Public Works, presented. Trevor McAleer asked for clarification on why the award is classified as sole source; and inquired about the difference between a sole source justification and an alternative procurement process, as it relates to the type of procurement process utilized by the Department. After further discussion, Trevor suggested this item be amended to reflect an alternate procurement process, as the item was bid out and posted on the County's Web-site for 5 days. No quotes or inquiries were received. Trevor McAleer motioned to amend and approve the item; Nan Baker seconded. Item BC2017-574 was unanimously approved as amended.

BC2017-575

Department of Public Works, submitting an amendment to Contract No. CE1600134 with CHMWarnick, LLC for asset management services for the Hilton Cleveland Downtown Hotel for the period 6/28/2016 – 6/28/2019 to expand the scope of services, effective 8/1/2017 and for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: General Fund

Nichole English, Department of Public Works, presented. Trevor McAleer asked if the initial annual report was completed; and requested a copy be provided to Council. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-575 was unanimously approved.

BC2017-576

Department of Public Works, recommending an award on RQ40140 to Ohio Desk in the amount of \$40,902.75 for the purchase of National Office furnishings for the Halle Warehouse Archive Storage Project.

Funding Source: Capital Projects

Matt Rymer, Department of Public Works, presented. Nan Baker asked if this was the fourth furniture package out of five award recommendations associated with the Halle Warehouse Archive Storage Project. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-576 was unanimously approved.

BC2017-577

Department of Public Works, recommending an award on RQ40141 to American Interiors in the amount of \$26,648.40 for the purchase of Kruger International Office furnishings for the Halle Warehouse Archive Storage Project.

Funding Source: Capital Projects

Matt Rymer, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-577 was unanimously approved.

BC2017-578

Office of Procurement and Diversity, recommending an award on RQ39514 to Trumbull Industries, Inc. (12-1) in the amount not-to-exceed \$250,000.00 for sewer cleaning tools and supplies for the Department of Public Works for the period 7/1/2017 – 6/30/2019.

Funding Source: Sanitary Sewer Fund

Lenora Lockett, Office of Procurement and Diversity, presented. There were no questions. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-578 was unanimously approved.

BC2017-579

Medical Examiner's Office, submitting contracts with Ohio Attorney General in the total amount not-to-exceed \$250,000.00 for Drug Chemistry Testing services for the Bureau of Criminal Investigation for the period 8/7/2017 – 6/30/2018:

- a) In the amount not-to-exceed \$30,000.00.
- b) In the amount not-to-exceed \$220,000.00.

Funding Source: Revenue Generating

Hugh Shannon, Medical Examiner's Office, presented. Trevor McAleer asked if there is an administrative fee associated with the amount charged per case; and asked if this is a new service being provided by the County. Armond asked about the financial outcome to the County. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-579 was unanimously approved.

BC2017-580

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ38477 and enter into a contract with Cornell Abraxas Group, Inc. in the amount not-to-exceed \$35,000.00 for Anger Management Group Therapy services for the period 7/1/2017 – 6/30/2019.

Funding Source: TITLE IV-E 97.1% and 2.9% Reclaim

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve; Michael Dever seconded. Item BC2017-580 was unanimously approved.

BC2017-581

Court of Common Pleas/Juvenile Court Division and the Department of Children and Family Services, submitting an amendment to Contract No. CE1600204 with MST Group LLC, dba MST Services for Multi-Systemic Therapy services for the period 7/1/2016 – 6/30/2017 to extend the time period to 6/30/2018, to change the vendor name to MST Services, LLC and for additional funds in the amount not-to-exceed \$14,000.00.

Funding Source: (Juvenile Court) - 50% Reclaim, (DCFS) - 15% Title IV-E and 35% HHS

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-581 was unanimously approved.

BC2017-582

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1600113 with Specialized Alternatives for Families and Youth of Ohio, Inc. for respite care services for the Domestic Violence Prevention Program for the period 7/1/2016 - 9/30/2017 to extend the time period to 9/30/2018 and for additional funds in the amount not-to-exceed \$5,273.23.

Funding Source: TITLE II Grant Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve; Michael Dever seconded. Item BC2017-582 was unanimously approved.

BC2017-583

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ39227 and enter into a contract with The JRS Group, LTD (52 - 11) in the amount not-to-exceed \$455,594.00 for Leadership Enhancement services for the period 9/1/2017 – 8/31/2019.

Funding Source: Health and Human Services Levy Fund

Bob Math, Cuyahoga Job and Family Services, presented. Nan Baker asked for clarification on the number of participants in the training program. Armond Budish motioned to approve; Joe Nanni seconded. Item BC2017-583 was unanimously approved.

C – Exemptions

BC2017-584

Department of Information Technology, submitting an RFP exemption, which will result in an amendment to Contract No. CE1400226 with EIQ Networks, Inc. for Security Intelligence and Event monitoring services for the period 3/1/2014 - 2/28/2017 to extend the time period to 7/20/2021, to make budget line item revisions and for additional funds in the amount not-to-exceed \$345,524.46.

Funding Source: General Fund

Jeremy Mio, Department of Information Technology, presented. Joe Nanni asked for clarification on why the amendment is being submitted late; and asked how the sole source justification was determined since multiple vendors were reviewed. Trevor McAleer asked if the provider submitted an updated sole source affidavit for calendar year 2017; and inquired if services were provided during February 28 thru July 21, 2017. Joe Nanni also asked if it would make more sense to shorten the time period of this 4-year contract and release a request for proposals in the future instead of waiting another four years to competitively bid out the services, as it relates to other companies moving toward providing these services. Armond Budish motioned to approve; Michael Dever seconded. Item BC2017-584 was unanimously approved.

BC2017-585

Court of Common Pleas/Juvenile Court Division, submitting an RFP exemption, which will result in award recommendations to various providers in the total amount not-to-exceed \$247,500.00 for Trauma Informed Residential services for the period 10/1/2017 – 9/30/2018.

Funding Source: Title IV-E

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked for clarification the Department will use Victims Against Crime Act grant funds to cover Trauma Informed Residential services in lieu of Title IV-E funds if the County is awarded the grant. Trevor McAleer asked how many youths will be covered under

the grant. Armond Budish motioned to approve; Trevor McAleer seconded. Item BC2017-585 was unanimously approved.

#### BC2017-586

Department of Public Safety and Justice Services, submitting an RFP exemption on RQ39965, which will result in an award recommendation to TAC Computer, Inc. in the amount not-to-exceed \$3,600.00 for Ohio Law Enforcement Network subscription services for use by the Northeast Ohio Regional Fusion Center for the period 1/1/2017 – 12/31/2017. Funding Source: General Fund

Jeff Harraman, Department of Public Safety and Justice Services, presented. There were no questions. Armond Budish motioned to approve; Nan Baker seconded. Item BC2017-586 was unanimously approved.

#### BC2017-587

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an RFP exemption on RQ40417, which will result in an award recommendation to Centers for Families and Children in the amount not-to-exceed \$420.00 for rental of space for the Annual Child Support Employers Workshop being held on September 19, 2017. Funding Source: 61% Federal Incentives FFP; 7% State OCSS Funds; 19% Health and Human Services Levy; 13% Revenue fees collected from child support

Bob Math, Cuyahoga Job and Family Services, presented. Trevor McAleer asked if this item requires an exemption, as the cost of services are under \$500.00. Armond Budish motioned to approve; Michael Dever seconded. Item BC2017-587 was unanimously approved.

#### D – Consent Agenda

Nan Baker asked for clarification on the services being provided, as it relates to Item No. BC2017-588.

There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2017-588 through -590, Michael Dever seconded, the consent agenda items were unanimously approved.

#### BC2017-588

Department of Public Works, submitting an amendment to Contract No. CE1400175 with Solar Testing Laboratories, Inc. for construction material testing services for the period 6/16/2014 - 6/15/2017 to extend the time period to 6/15/2018; no additional funds required.

Original Funding Source: \$7.50 Fund (Road & Bridge Improvement – Permissive)

#### BC2017-589

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1700014 with Court of Common Pleas/Juvenile Court Division for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Program for the period 10/1/2016 – 9/30/2017 to extend the time period to 9/30/2018; no additional funds required.

Funding Source: Original – Agreement Ohio Department of Youth Services FY16 title II Formula Grant Juvenile Justice & Delinquency Prevention

BC2017-590

Office of Procurement & Diversity, presenting proposed purchases for the week of 8/7/2017

<i>Direct Open Market Purchases (purchases between \$500 - \$25,000)</i>					
<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>IS-17-40455</i>	<i>2 - HP Z240 Personal Computers, 4 – HP Elitebook 850 G3 Notebooks, 2 – 27” HP Elite Display Monitors for Medical Examiner’s Office</i>	<i>Department of Information Technology</i>	<i>Diltex Inc.</i>	<i>\$6,347.44</i>	<i>Medical Examiner’s Office Crime Lab</i>
<i>IS-17-40413</i>	<i>2 – Standard HP Z240 workstations including personal computer, monitor, keyboard and related accessories for Personnel Review Commission</i>	<i>Department of Information Technology</i>	<i>Diltex Inc.</i>	<i>\$1,543.10</i>	<i>General Fund</i>
<i>IS-17-40415</i>	<i>HP ProBook 650 G2 Notebook PC and docking station for Department of Human Resources</i>	<i>Department of Information Technology</i>	<i>Hewlett Packard</i>	<i>\$1,151.44</i>	<i>General Fund</i>
<i>JA-17-39979</i>	<i>Education materials: whistle/ light, pen, notepad, magnet, flashing light, handout bag to promote emergency preparedness at community events</i>	<i>Department of Public Safety and Justice Services</i>	<i>4Imprint</i>	<i>\$1,120.00</i>	<i>General Fund</i>
<i>CT-17-40363</i>	<i>Veterans’ Memorial Bridge banners</i>	<i>Department of Public Works</i>	<i>Embroidme North Olmsted</i>	<i>\$575.00</i>	<i>Internal Service Fund – Administrative Services</i>
<i>CT-17-40450</i>	<i>Custom file folders for Print Shop</i>	<i>Department of Public Works</i>	<i>GBS Corp.</i>	<i>\$3,021.00</i>	<i>Internal Service Fund – Print/Copy Services</i>
<i>CT-17-40477</i>	<i>Purchase uniforms for Weights &amp; Measures staff</i>	<i>Department of Public Works</i>	<i>B.P. Britches</i>	<i>\$1,325.00</i>	<i>General Fund</i>
<i>SH-17-39682</i>	<i>Pocket spectrographic personal radiation detectors</i>	<i>Sheriff’s Department</i>	<i>Laurus Systems Inc.</i>	<i>\$6,810.33</i>	<i>State Homeland Security Grant Program – Law Enforcement</i>
<i>SH-17-39683</i>	<i>Gamma Neutron Pagers for radiological activity detection for deputies</i>	<i>Sheriff’s Department</i>	<i>Laurus Systems Inc.</i>	<i>\$18,781.25</i>	<i>State Homeland Security Grant</i>

					<i>Program – Law Enforcement</i>
<i>SH-17-40333</i>	<i>Mobile Data Terminal for vehicle</i>	<i>Sheriff's Department</i>	<i>MNJ Technologies Direct</i>	<i>\$3,877.00</i>	<i>State Homeland Security Grant Program – Law Enforcement</i>
<i>SH-17-40340</i>	<i>Repair protective gel coat on Sheriff's boat</i>	<i>Sheriff's Department</i>	<i>GK's Custom Polishing, Inc.</i>	<i>\$2,318.00</i>	<i>Operation Stonegarden Grant</i>
<i>SH-17-40367</i>	<i>Quick release bulletproof vests for SWAT Team</i>	<i>Sheriff's Department</i>	<i>Vance Outdoors, Inc.</i>	<i>\$22,060.85</i>	<i>General Fund (to be reimbursed with FY15 Port Security Grant funds)</i>

Items already purchased:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>DV-17-40353</i>	<i>(2) Public Notices: FY2017 Action Plan</i>	<i>Department of Development</i>	<i>Plain Dealer</i>	<i>\$3,095.04</i>	<i>\$557.44 – Community Development Block Grant \$2,537.60 – Home Investment Partnerships Grant</i>
<i>CF-17-40506</i>	<i>Post Adoption Special Services Subsidy: Non-reoccurring adoption fees</i>	<i>Division of Children and Family Services</i>	<i>Law Offices of Wayne Starr</i>	<i>\$3,000.00</i>	<i>67% - Health and Human Services Levy Fund 33% - Title IV-E</i>
<i>TR-17-40087</i>	<i>Public Notice: Tax Collection Closing Date</i>	<i>Treasurer's Office</i>	<i>Plain Dealer</i>	<i>\$1,800.00</i>	<i>General Fund</i>

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None</i>					

## V – OTHER BUSINESS

### Items of Note (non-voted)

#### Item No. 1

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to a grant agreement with The Stocker Foundation for the development of a new School Readiness Smartphone App for the period 1/1/2015 - 6/30/2017 to extend the time period to 9/30/2017; no additional funds required.

#### Item No. 2

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to a grant agreement with Cuyahoga County District Board of Health for Home and Community-Based Health Services and Home Health Care in connection with the FY2017 Ryan White HIV/AIDS Treatment Extension Act Part A Program and Minority AIDS Initiative for the period 3/1/2017 – 2/28/2018 for additional funds in the amount of \$27,989.24.

## VI – PUBLIC COMMENT

No Public comment

## VII – ADJOURNMENT

Armond Budish motioned to adjourn; Michael Dever seconded. The motion to adjourn was unanimously approved at 11:44 a.m.