

Minutes

Cuyahoga County Board of Control

Tuesday, October 10, 2017 11:00 A.M.

County Headquarters

2079 East Ninth Street, 4th Floor

Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:02 a.m.

Attending:

Edward Kraus, Chairperson (Alternate for Armond Budish)

Councilman Dale Miller

Councilwoman Nan Baker

Trevor McAleer, County Council (Alternate for Dan Brady)

Angela Rich, Deputy Fiscal Officer (Alternate for Dennis Kennedy)

Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 10/2/17

Edward Kraus motioned to approve the minutes from the October 2, 2017 meeting, as written; Dale Miller seconded. The minutes were unanimously approved.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

A – Tabled Items

B – New Items for Review

BC2017-706

Department of Human Resources,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1300320-01 with Matrix Claims Management Inc. for workers' compensation consulting third party administrator services for the period 6/1/2013 - 9/30/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$55,900.00.

b) Submitting an amendment to Contract No. CE1300320-01 with Matrix Claims Management Inc. for workers' compensation consulting third party administrator services for the period 6/1/2013 - 9/30/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$55,900.00.

Funding Source: Workers' Compensation Fund

Patrick Smock, Department of Human Resources, presented. Dale Miller asked if the rate covered under this amendment the same as the existing rate reflected in the original contract; and asked for clarification on the services provided by the Third-Party Administrator. Dale also inquired about the number of

contested worker's compensation claims. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-706 was unanimously approved.

BC2017-707

Department of Human Resources,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1500017 with ImmixTechnology, Inc. for maintenance and support of 35 Kronos Timeclocks for the period 2/1/2015 - 9/30/2017 to extend the time period to 9/30/2018 and for additional funds in the amount not-to-exceed \$17,989.00.

b) Submitting an amendment to Contract No. CE1500017 with ImmixTechnology, Inc. for maintenance and support of 35 Kronos Timeclocks for the period 2/1/2015 - 9/30/2017 to extend the time period to 9/30/2018 and for additional funds in the amount not-to-exceed \$17,989.00.

Funding Source: General Fund

Patrick Smock, Department of Human Resources, presented. Dale Miller asked if the County will continue to utilize the Timeclocks once the Enterprise Resource Planning Project is implemented. Nan Baker inquired about the resale value of the Timeclocks. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-707 was unanimously approved.

BC2017-708

Fiscal Office, recommending an award on RQ40290 and enter into a contract with Advance Ohio dba Plain Dealer Sun News (2-4) in the amount not-to-exceed \$16,952.00 for publication of Delinquent Land and Delinquent Manufactured Home Tax Notices for the period 9/28/2017 & 10/12/2017 In accordance with Ohio Revised Code 5721.03.

Funding Source: Real Estate Assessment Fund

Greg Goth, Fiscal Office, presented. Trevor McAleer asked for clarification on why the Law Department requested this item be changed from a purchase order to a contract. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-708 was unanimously approved.

BC2017-709

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ39625 and enter into a contract with Mizanin Reporting Service, Inc. in the amount not-to-exceed \$70,000.00 for court transcription services for the period 1/1/2018 – 12/31/2019.

Funding Source: General Fund

Sarah Baker, Juvenile Court, presented. There were no questions. Edward Kraus motioned to approve; Nan Baker seconded. Item BC2017-709 was unanimously approved.

BC2017-710

Court of Common Pleas/Juvenile Court Division/Domestic Relations Division/Probate Court Division, submitting an amendment to Contract No. CE1600171 with ~~Cross Thread Solutions, LLC~~ **various providers** for interpretation and translation services for sign and spoken languages for the period 1/1/2017 - 12/31/2018 for additional funds in the amount not-to-exceed \$55,500.00:

a) Cross Thread Solutions, LLC

b) Certified Interpreters United, LLC

Funding Source: General Fund

This item was amended to include the provider Certified Interpreters United, LLC

Sarah Baker, Juvenile Court, presented. Dale Miller asked if the not-to-exceed amount requires the use of general fund reserves. Trevor McAleer inquired about the Court of Common Pleas - General Division's utilization of the services. Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-710 was unanimously approved as amended.

Items BC2017-711 through -714 were presented collectively and approved concurrently:

BC2017-711

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ40485 and enter into an agreement with City of Bedford in the amount not-to-exceed \$9,600.00 for the Community Diversion Program for the period 1/1/2018 - 12/31/2019.

Funding Source: General Fund

BC2017-712

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ40488 and enter into an agreement with City of Berea in the amount not-to-exceed \$7,200.00 for the Community Diversion Program for the period 1/1/2018 - 12/31/2019.

Funding Source: General Fund

BC2017-713

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ40498 and enter into an agreement with City of Cleveland in the amount not-to-exceed \$28,800.00 for the Community Diversion Program for the period 1/1/2018 - 12/31/2019.

Funding Source: General Fund

BC2017-714

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ40510 and enter into an agreement with City of Lakewood in the amount not-to-exceed \$28,800.00 for the Community Diversion Program for the period 1/1/2018 - 12/31/2019.

Funding Source: General Fund

Sarah Baker, Juvenile Court, presented Items BC2017-711 through -714 collectively. Nan Baker asked for clarification and data that supports why the City of Cleveland and the City of Lakewood receive the same award amounts, as it relates to the size of each municipality. Trevor McAleer asked why the items were

submitted individually instead of together as one item within the system. Edward Kraus motioned to approve the items concurrently; Dale Miller seconded. Items BC2017-711 through -714 were unanimously approved.

BC2017-715

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1200260-01 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for transitional housing program services located at 1550 Superior Avenue for the period 6/1/2012 - 9/30/2017 to extend the time period to 12/31/2017 and for additional funds in the amount not-to-exceed \$305,750.00.

Funding Source: Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. Dale Miller asked why the contract is being extended for only 3 months. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-715 was unanimously approved.

BC2017-716

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, recommending an award on RQ39697 and enter into contracts with various providers in the total amount not-to-exceed \$187,561.00 for emergency shelter services in connection with the FY2017 Emergency Shelter Program for the period 9/01/2017 - 8/31/2018:

- a) Frontline Service in the amount not to exceed \$38,599.00
- b) Family Promise of Greater Cleveland in the amount not to exceed \$52,000.00
- c) Care Alliance Health Center in the amount not to exceed \$15,000.00
- d) West Side Catholic Center in the amount not to exceed \$44,462.00
- e) YMCA of Greater Cleveland in the amount not to exceed \$15,000.00
- f) Fairhill Partners in the amount not to exceed \$22,500.00

Funding Source: \$165,061 (88%) - U.S. Department of Housing and Urban Development through the FY2017 Federal award to Cuyahoga County; and \$22,500 (12%) - Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. Dale Miller asked what is being done to address concerns expressed by his constituents, as it relates to the inadequacy of Emergency Shelter facilities that provide emergency shelter services for families, women and children; and asked if the need for Emergency Shelter is increasing for families. Dale requested Ed Kraus brief the County Executive on the issues to determine if the County can provide more resources. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-716 was unanimously approved.

BC2017-717

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1600296 with Emerald Development & Economic Network, Inc. for management of the Women's Emergency Shelter facility located at 2227 Payne Avenue for the period 1/1/2017 – 12/31/2017 for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. Trevor McAleer asked who provides the additional lockers for clients to store their personal belongings. Dale Miller asked if the amount of lockers on hand at the Facility is sufficient. Dale Miller motioned to approve; Trevor McAleer seconded. Item BC2017-717 was unanimously approved.

BC2017-718

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, recommending an award on RQ40755 and enter into a contract with The Centers for Families and Children – Glenville Early Learning Center in the amount not-to-exceed \$290,000.00 for expansion of the Universal Pre-Kindergarten Program for the Invest in Children Program for the period 8/1/2017 – 7/31/2018.

Funding Source: Cleveland Browns Foundation grant

Marcos Cortez, Office of Early Childhood, presented. Dale Miller expressed his gratitude for the generous contribution from the Cleveland Browns Foundation. Nan Baker inquired about the percentage of families receiving free tuition from the Breakthrough Charter Schools, as it relates to how the \$290,000.00 is portioned out; and asked how many children are on the waiting list. Edward Kraus motioned to approve; Nan Baker seconded. Item BC2017-718 was unanimously approved.

BC2017-719

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of Division of the Division of Children and Family Services, submitting an amendment to Contract No. CE1400300 with The Legal Aid Society of Cleveland for juvenile educational legal services for the period 11/1/2014 - 10/31/2017 to extend the time period to 10/31/2018 and for additional funds in the amount not-to-exceed \$23,000.00.

Funding Source: Health and Human Services Levy

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-719 was unanimously approved.

BC2017-720

Department of Health and Human Services/Division of Children and Family Services,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1700078 with various providers for adoption services for the period 1/1/2017 – 12/31/2018, by adding the provider Choosing Hope Adoptions, Inc., effective 6/1/2017; no additional funds required.

b) Submitting an amendment to Contract No. CE1700078 with various providers for adoption services for the period 1/1/2017 – 12/31/2018, by adding the provider Choosing Hope Adoptions, Inc., effective 6/1/2017; no additional funds required.

Funding Source: State Child Protective Allocation Fund

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions Edward Kraus motioned to approve; Trevor McAleer seconded. Item BC2017-720 was unanimously approved.

BC2017-721

Personnel Review Commission, recommending an award on RQ40823 and enter into a sole source contract with Biddle Consulting Group in the amount not-to-exceed \$11,340.00 for license and support services for TestGenius Testing software for the period 10/25/2017 - 7/28/2018.

Funding Source: General Fund

George Vaughn, Personnel Review Commission, presented. There were no questions Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-721 was unanimously approved.

BC2017-722

Personnel Review Commission,

a) Submitting an RFP exemption on RQ40810, which will result in an award recommendation to WB Mason in the amount of \$2,909.29 for the purchase of 3 cubicle workstations.

b) Recommending an award on RQ40810 to WB Mason in the amount of \$2,909.29 for the purchase of 3 cubicle workstations.

Funding Source: General Fund

George Vaughn, Personnel Review Commission, presented. There were no questions Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-722 was unanimously approved.

C – Consent Agenda

There were no questions on the consent agenda items. Edward Kraus motioned to approve items BC2017-723 through -725, Dale Miller seconded, the consent agenda items were unanimously approved.

BC2017-723

Department of Public Works, submitting an amendment to Contract No. CE1500209 with Layne Inliner, LLC, for the 2015 Sewer Rehabilitation Program for various County sewer districts for the period 8/1/2015 - 7/31/2017 to extend the time period to 6/30/2018; no additional funds required.

Funding Source: Original contract - Sewer District Cash Balances (User Fees)

BC2017-724

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1300127-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for implementation of a Coordinated Assessment and Intake System for the period 10/1/2012 - 9/30/2017 to extend the time period to 12/31/2017; no additional funds required.

Funding Source: Original contract - 27% U.S. Department of Housing and Urban Development Emergency Solutions Grant Program; 73% State of Ohio Housing Trust Fund

BC2017-725

Office of Procurement & Diversity, presenting proposed purchases for the week of 10/10/2017

Direct Open Market Purchases (purchases between \$500 - \$25,000)					
Requisition #	Description	Department	Vendor Name	Total	Funding Source
JA-17-40246	(7) Electronic tablets for information sharing and intelligence fusion for Lake County Sheriff's Office	Department of Public Safety and Justice Services	Bay Pointe Technology, Ltd.	\$11,131.84	FY16 Law Enforcement State Homeland Security Grant
CT-17-40840	Return address envelopes for Division of Children and Family Services	Department of Public Works	HPM Business Systems Inc.	\$1,227.77	Public Assistance Fund
CT-17-40843	Insulation supplies for County Courthouse	Department of Public Works	General Insulation	\$840.10	General Fund
CT-17-40855	Purchase engraving machine for Sign Shop	Department of Public Works	Gravotech, Inc.	\$17,573.18	Internal Service Fund
CT-17-40972	Return address envelopes for Prosecutor's Office	Department of Public Works	Western States Envelope and Label	\$999.21	Internal Service Fund
CT-17-40987	Pressure sensitive mailing forms for Clerk of Courts	Department of Public Works	RR Donnelley	\$983.78	Internal Service Fund
SA-17-40586	Uniforms for home health aides and nurses for Home Support Unit	Division of Senior and Adult Services	Shuttler's Uniform, Inc.	\$9,876.00	Health and Human Services Levy Fund
SA-17-40876	Medical gloves for Home Based Services Unit	Division of Senior and Adult Services	Tranzonic Companies dba CCP Industries	\$1,007.75	Health and Human Services Levy Fund
AU-17-40716	2018 Continuing Homestead Exemption Application materials and mailing to residential property owners	Fiscal Office	RR Donnelley	\$17,273.27	Real Estate Assessment Fund
AU-17-40772	Purchase M-warrants to issue payroll checks	Fiscal Office	RR Donnelley	\$1,685.00	General Fund

CR-17-40910	DNA/Drug Chemistry/Trace/Fingerprint/Firearms Proficiency Test for staff to maintain accreditation requirement	Medical Examiner	Collaborative Testing Services	\$10,705.00	Medical Examiner's Office Lab Fund
CR-17-40935	Capillaries, Polymer, Formamide, Tubes, Syringes and Buffer for Parentage ID	Medical Examiner	Life Technologies	\$2,362.20	Medical Examiner's Office Crime Lab Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
WT-17-40983	Skill Up Training for the Learn and Earn Program	Cuyahoga Job and Family Services	JD Norman	\$4,650.00	Health and Human Services Levy Fund
CF-17-40903	Post Adoption Special Services Subsidy: Residential treatment	Division of Children and Family Services	Cleveland Christian Home, Inc.	\$6,771.06	67% - Health and Human Services Levy Fund 33% - Title IV-E
CF-17-40937	Post Adoption Special Services Subsidy: Attachment and bonding therapy	Division of Children and Family Services	Adoption and Attachment Therapy Partners LLC	\$7,356.72	67% - Health and Human Services Levy Fund 33% - Title IV-E
CF-17-40950	Post Adoption Special Services Subsidy: Non-reoccurring legal fees	Division of Children and Family Services	Nehrer and Kassinger LLC	\$800.00	67% - Health and Human Services Levy Fund 33% - Title IV-E
FC-17-40917	Family Centered Services and Supports: Safety adaptive equipment	Family and Children First Council	North East Ohio Network	\$5,923.55	State
FC-17-41004	Family Centered Services and Supports: Safety adaptive equipment	Family and Children First Council	Cuyahoga County Board of Developmental Disabilities	\$22,964.00	State
JC-17-40007	Legal notice: Guardian Ad Litem Project	Juvenile Court	Plain Dealer	\$515.84	General Fund

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

V – OTHER BUSINESS

TIME-SENSITIVE/MISSION CRITICAL

Mission Critical Item:

BC2017-726

Fiscal Office,

a) Submitting an RFP exemption on RQ41070, which will result in an award recommendation to RR Donnelley in the amount not-to-exceed \$3,214.14 for the production and purchase of 12,000 L Warrant payment checks to process County payments to Foster Care parents through 12/31/2017.

b) Recommending an award on RQ41070 to RR Donnelley in the amount not-to-exceed \$3,214.14 for the production and purchase of 12,000 L Warrant payment checks to process County payments to Foster Care parents through 12/31/2017.

Funding Source: General Fund

Angela Rich, Fiscal Department, presented. Edward Kraus motioned to amend the agenda to consider the item; Dale Miller seconded. Trevor McAleer asked if the additional expense is due to an increase in Foster Care services, as it relates to the issuance of more L Warrant checks than anticipated. Edward Kraus motioned to approve; Dale Miller seconded. Item BC2017-726 was unanimously approved.

Items of Note (non-voted)

Dale Miller asked for clarification on why an agreement with Cuyahoga County Department of Public Safety and Justice Services, Office of Mediation is being terminated as it relates to Item No. 4

Item No. 1

Department of Public Works, requesting approval of (5) Offer of Settlement Agreements to acquire necessary Right-of-Way in connection with the reconstruction, with additional turning lanes of Royalton Road from West 130th Street to York Road in the City of North Royalton:

Parcel 11 SH, T (Standard Highway Easement & Temporary Easement)

Property Owners: Royal Redeemer Lutheran Church

Recommended Offer of Settlement: \$24,150.00

Fair Market Value Estimate: \$24,150.00

Parcel 20 SH, T (Standard Highway Easement & Temporary Easement)

Property Owner: Jessica Development

Recommended Offer of Settlement: \$29,500.00

Fair Market Value Estimate: \$27,250.00

Parcel 37 T (Temporary Easement)

Property Owner: Zajc Enterprises

Recommended Offer of Settlement: \$1,500

Fair Market Value Estimate: \$1,300.00

* The recommended settlement amount is \$200.00 MORE than the Fair Market Value Estimate (FMVE).

Parcel 42 T (Temporary Easement)

Property Owner: 82nd Street Properties

Recommended Offer of Settlement: \$950.00

Fair Market Value Estimate: \$950.00

Parcel 51 T (Temporary Easement)

Property Owner: Leonard A. Kessler and Agnes R. Kessler

Recommended Offer of Settlement: \$650.00

Fair Market Value Estimate: \$650.00

Funding Source: Road and Bridge Funds

Item No. 2

Department of Public Works, submitting an agreement of cooperation with City of Bedford on connection with the resurfacing of Warrensville Center Road from Maple Heights North Corporation Line to Broadway Avenue.

Funding Source: 20% \$384,000 County Road and Bridge Fund / 80% \$1,536,000 Federal Funds.

Item No. 3

Department of Information Technology, recommending to terminate Contract No. CE1500269 with OneLink Technical Services, LLC for maintenance on Hyland OnBase Software Products for the period 1/1/2016 - 12/31/2017, effective September 1, 2016.

Funding Source: General Fund

Item No. 4

Common Pleas Court/Juvenile Court Division, recommending to terminate an agreement with Cuyahoga County Department of Public Safety and Justice Services, Office of Mediation for the Juvenile Court Custody Mediation Project for the period 2/1/2017 – 1/31/2018, effective October 28, 2017.

Funding Source: 92% General Fund – 8% Alternative Dispute Special Revenue Fund

Item No. 5

Department of Public Safety and Justice Services, submitting a grant award from Ohio Emergency Management Agency in the amount of \$273,463.00 for support of a comprehensive all Hazards Emergency Preparedness System in connection with the FY2016 Emergency Management Performance Grant Program for the period 10/1/2016 – 6/30/2018.

Funding Source: FY2017 Emergency Management Agency Performance Grant

VI – PUBLIC COMMENT

There was no public comment related to the agenda.

VII – ADJOURNMENT

Edward Kraus motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11:41 a.m.