

## Minutes

Cuyahoga County Board of Control  
Monday, March 12, 2018 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 11:04 a.m.

#### Attending:

Armond Budish, Chairperson  
Councilman Dale Miller  
Councilwoman Nan Baker  
Trevor McAleer, County Council (Alternate for Dan Brady)  
Michael Dever, Director, Department of Public Works  
Dennis Kennedy, Fiscal Officer  
Lenora Lockett, Director, Office of Procurement & Diversity

### II – REVIEW MINUTES – 3/5/2018

Armond Budish motioned to approve the minutes from the March 5, 2018 meeting, as written; Dale Miller seconded. The minutes were unanimously approved.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV – CONTRACTS AND AWARDS

BC2018-84

Department of Law,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1600069 with Public Policy Advocates LLC for state advocacy services for the period 1/1/2016 – 12/31/2017 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$102,000.00.

b) Submitting an amendment to Contract No. CE1600069 with Public Policy Advocates LLC for state advocacy services for the period 1/1/2016 – 12/31/2017 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$102,000.00.

Funding Source: General Fund

Sarah Cammock, Department of Law, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-84 was unanimously approved.

B. – New Items for Review

BC2018-150

Department of Public Works,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1300551 with Schindler Elevator Corporation for elevator maintenance and repair services for various County buildings for the period 12/1/2013 – 11/30/2017 to extend the time period to 6/30/2018 and for additional funds in the amount not-to-exceed \$435,606.50.

b) Submitting an amendment to Contract No. CE1300551 with Schindler Elevator Corporation for elevator maintenance and repair services for various County buildings for the period 12/1/2013 – 11/30/2017 to extend the time period to 6/30/2018 and for additional funds in the amount not-to-exceed \$435,606.50.  
Funding Source: Internal Service Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-150 was unanimously approved.

BC2018-151

Department of Public Works,

a) Submitting an amendment (Subsidiary No. 3) to Contract No. CE1600095 with Burton Scot Contractors, LLC for the County Airport Runway 6/24 Safety Area Improvement Project No. 2, for additional funds in the amount not-to-exceed \$365,976.10.

b) Recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63  
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 the item; Michael Dever seconded. Item BC2018-151 was unanimously approved.

BC2018-152

Department of Public Works, submitting an amendment to an agreement with The Cleveland Society for the Blind dba Cleveland Sight Center for vending machine services at various County buildings for the period 4/1/2013 - 3/31/2018 to extend the time period to 3/31/2021, to change the terms and conditions, effective 1/1/2018 and for additional revenue in the estimated amount of \$80,000.00.  
Funding Source: Revenue Generating

Thomas Pavich, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-152 was unanimously approved.

BC2018-153

Department of Public Works, submitting a temporary right of entry agreement with Dana Green in the amount not-to-exceed \$5,000.00 to allow access and removal of (5) trees located at 430 Richmond Road adjacent to the Cuyahoga County Airport.

Funding Source: Capital Projects Fund

Nichole English, Department of Public Works, presented. Trevor McAleer asked for clarification on whether County staff removes the trees or if the County hires a contractor; and asked for details on how the \$5,000.00 cost was determined. Dale Miller asked for clarification on the price comparison per tree, as it relates to the removal of trees in the past from Mr. Green's property. Armond Budish inquired about who obtains the wood after the trees are removed; and asked if the costs are offset if the contractor acquires the wood. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-153 was unanimously approved.

BC2018-154

Department of Public Works,

a) Submitting an RFP exemption, which will result in an amendment to Contract No. CE1600269 with Frank Novak & Sons, Inc. for Interior Painting services at various County Buildings for the period 12/1/2016 – 11/30/2017 to extend the time period to 11/30/2018; no additional funds required.

b) Submitting an amendment to Contract No. CE1600269 with Frank Novak & Sons, Inc. for Interior Painting services at various County Buildings for the period 12/1/2016 – 11/30/2017 to extend the time period to 11/30/2018; no additional funds required.

Funding Source: General Fund (Capital Improvement)

Matt Rymer, Department of Public Works, presented. Trevor McAleer asked how much money is left on the contract; asked if an additional amendment will be needed to continue the Cleveland Police Headquarters and Bedford Jail projects; and asked if the original contract was bid out. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-154 was unanimously approved.

BC2018-155

Department of Development, submitting an agreement with County Planning Commission in the amount not-to-exceed \$30,000.00 for planning activities and technical assistance for the period 10/1/2017 - 9/30/2018.

Funding Source: Community Development Block Grant Fund

Kenneth Surrat, Department of Development, presented. Dale Miller asked for clarification on the types of reviews provided, as it relates to U.S. Housing and Urban Development requirements. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-155 was unanimously approved.

BC2018-156

Department of Development, recommending a payment to Greater Cleveland Film Commission in the amount of \$210,000.00 for operational support for the period 1/1/2018 – 12/31/2018.

Funding Source: General Fund

Greg Huth, Department of Development, presented. Dale Miller asked if there are any major films scheduled for production in 2018. Trevor McAleer inquired about the status of the Cleveland Sports Commission support request. Nan Baker inquired about how the County benefits from the amount of support provided if film projects are not scheduled for this year. Ms. Baker also asked about the reality of a Film Studio being built in Cleveland and asked if a potential location has been selected. Mr. Budish stated the Film Commission is pursuing various options to build a studio in Cleveland and commented that he believes there are some projects in the works that are slated for this year. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-156 was unanimously approved.

BC2018-157

Department of Public Safety and Justice Services, submitting an agreement with City of Solon in the amount not-to-exceed \$452.04 for reimbursement of eligible training expenses in connection with the FY2015 State Homeland Security Grant Program for the period 9/1/2017 – 1/31/2018.

Funding Source: FY2015 State Homeland Security Grant Program

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Trevor McAleer asked for clarification as to why the item needs Board approval as the dollar amount is below \$500.00. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-157 was unanimously approved.

BC2018-158

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services,

a) Submitting an RFP exemption on RQ41177, which will result in an award recommendation to Metanoia Project Inc. in the amount not-to-exceed \$25,000.00 for street outreach, emergency food assistance, temporary cold weather and weekend shelter services for single adults for the period 1/1/2018 – 5/31/2018.

b) Recommending an award on RQ41177 and enter into a contract with Metanoia Project Inc. in the amount not-to-exceed \$25,000.00 for street outreach, emergency food assistance, temporary cold weather and weekend shelter services for single adults for the period 1/1/2018 – 5/31/2018.

Funding Source: Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. Dale Miller thanked the administration for supporting the program and requested that the contract be executed expeditiously. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-158 was unanimously approved.

BC2018-159

Department of Health and Human Services/Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, submitting an amendment to Master Agreement No. AG1700002 with MetroHealth System for toxicology services for the period 1/1/2017 – 12/31/2018 for additional funds in the amount not-to-exceed \$340,000.00.

Funding Source: State Child Protection Allocation

Bob Math, Cuyahoga Job and Family Services, presented. Trevor McAleer asked for clarification on whether service prices have increased or if the demand for services has escalated. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-159 was unanimously approved.

BC2018-160

Department of Health and Human Services,

a) Submitting an RFP exemption on RQ42106, which will result in an award recommendation to Dix & Eaton in the amount not-to-exceed \$3,000.00 for Media training services for Walter Parfejewiec held on 2/27/2018.

b) Recommending an award on RQ42106 to Dix & Eaton in the amount not-to-exceed \$3,000.00 for Media training services for Walter Parfejewiec held on 2/27/2018.

Funding Source: Health and Human Services Levy

Dan Basta, Department of Health and Human Services, presented. Trevor McAleer asked for clarification as to why the training is not covered under a previously approved contract with Dix & Eaton, which provided Media training services for County Leadership; and asked if this request is an additional expense. Nichole English, Department of Public Works, commented that the Department of Communications paid for initial group training sessions for various County Departments. Ms. English also stated that Mary Louise Madigan, Director of Communications, conveyed to her that funding would have to be covered by the submitting Department for any staff interested in participating in individual training sessions. Mr. Budish asked Mr. McAleer if he was ok with the item moving forward. Mr. McAleer expressed his concerns and suggested that in the future if other agencies decide to take advantage of Media training the Department should bid out the services in lieu of requesting an RFP exemption. Mr. Budish stated that Mr. McAleer's recommendation would be passed on to County Departments. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-160 was unanimously approved.

BC2018-161

Department of Health and Human Services/ Cuyahoga Job and Family Services, on behalf of the Division of Children and Family Services, submitting an amendment to Contract No. CE1700037 with Bellefaire Jewish Children's Bureau for medical case management services for the period 5/1/2017 – 4/30/2018 to extend the time period to 12/31/2018 and for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: Health and Human Services Levy Fund

Bob Math, Cuyahoga Job and Family Services, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-161 was unanimously approved.

BC2018-162

Agency of the Inspector General and Department of Internal Auditing,

a) Submitting an RFP exemption on RQ42235 and enter into a contract with Vestige Ltd. in the amount not-to-exceed \$11,650.00 for computer forensic services for the period 3/12/2018- 3/30/2018.

b) Recommending an award on RQ42235 and enter into a contract with Vestige Ltd. in the amount not-to-exceed \$11,650.00 for computer forensic services for the period 3/12/2018- 3/30/2018.

Funding Source: General Fund

Mark Griffin, Agency of the Inspector General and Cory Swaisgood, Department of Internal Auditing, presented. Armond Budish commented on the importance of the project and thanked both Departments for taking the lead on the project on behalf of the County. Trevor McAleer concurred with Mr. Budish's comments and expressed his appreciation for their hard work on the informal process to procure the services and accelerate the item for consideration and approval by the Board of Control. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-162 was unanimously approved.

#### C. – Exemptions

BC2018-163

Department of Public Works, recommending an alternate procurement process to provide an exemption from the ethics registration process with the Inspector General's Office, which will result in a payment to Stream + Wetlands Foundation in the amount of \$72,000.00 for the purchase wetland mitigation credits. Funding Source: 90% FAA, 10% Capital Funds/General Fund

Nichole English, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-163 was unanimously approved.

BC2018-164

Department of Law, submitting an RFP exemption on RQ41069, which will result in an award recommendation to Relx Inc. dba Lexis Nexis, a division of Relx, Inc. in the amount not-to-exceed \$657,664.80 for print and online legal research services for various County agencies for the period 1/1/2018-12/31/2020.

Funding Source: General Fund

Sarah Cammock, Department of Law, presented. Dale Miller asked if the County will receive a costs savings by combining various Departments under this contract; asked if a majority of the expenses are for printed materials rather than for on-line services; and asked why the costs of on-line materials are significantly higher. Nan Baker asked if alternative funding sources could be utilized by various agencies to cover the expenses without impacting General Fund dollars. Ms. Baker also asked the Law Department to check if costs are charged back to the respective County agencies. Dennis Kennedy asked for clarification on the Patron Access Plan used by the County Law Library. Kathy Dugan, Cuyahoga County Law Library, defined the various Access Plans utilized by the Library and addressed questions posed by the Board. Mr. Kennedy asked if the Plans include guidelines to restrict the access of confidential information. Mr. Kennedy commented that he wants to ensure the County is mindful of the type of access granted to staff and members of the Public as Lexis Nexis' program capabilities are vast. Mr. Kennedy also stated that based on his prior experience, access of sensitive information can lead to other issues if the System is used improperly. Mr. Budish asked if restricted access can be tracked and monitored for various Departments.

Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-164 was unanimously approved.

D. – Consent Agenda

Nan Baker thanked the Department of Public Works for providing her with a Cost Data Report associated with the Cuyahoga County Justice Center - Cleveland Police Headquarters and Bedford Jail project. There were no questions on the consent agenda items. Armond Budish motioned to approve items BC2018-165 through -166 Trevor McAleer seconded. The consent agenda items were unanimously approved.

BC2018-165

Department of Public Safety and Justice Services,

a) Requesting authority to apply for and accept grant funds from Ohio Department of Public Safety/Office of Criminal Justice Services in the amount of \$490,537.68 for the Regional Planning Unit Project in connection with the FY2017 STOP Violence Against Women ACT Block Grant for the period 1/1/2018 – 12/31/2018.

b) submitting a grant award from Ohio Department of Public Safety/Office of Criminal Justice Services in the amount of \$490,537.68 for the Regional Planning Unit Project in connection with the FY2017 STOP Violence Against Women ACT Block Grant for the period 1/1/2018 – 12/31/2018.

Funding Source: Office of Criminal Justice Services

BC2018-166

Office of Procurement &amp; Diversity, presenting proposed purchases for the week of 3/12/2018

<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>
CL-18-41892	Checks for disbursements and refunds	Clerk of Courts	RR Donnelley	\$2,493.00	General Fund
IS-18-41888	BoldChat web-based subscription services for Cuyahoga Support Enforcement Agency Call Center	Department of Information Technology	LogMeIn USA, Inc.	\$9,000.00	54% - Federal 46% - Health and Human Services Levy Fund
IS-18-41989	1-year subscription renewal of Redgate SQL Toolbelt software	Department of Information Technology	Zones Inc.	\$4,612.00	General Fund
CT-18-41915	Repair to track loader 4-50 for Fleet Services (Road and Bridge)	Department of Public Works	Ohio CAT	\$4,918.61	Road and Bridge Fund
CT-18-41930	Medical supplies for Animal Shelter	Department of Public Works	Butler Animal Health Supply, LLC dba Henry Schein Animal Health	\$24,500.00	Kennel Operation Fund
CT-18-41997	Replace main pin on boom of 4-78 for Fleet Services (Road and Bridge)	Department of Public Works	Ohio CAT	\$3,894.44	Road and Bridge Fund
CT-18-42020	Ballasts for various County buildings	Department of Public Works	H. Leff Electric Company	\$24,500.00	Internal Service Fund
CT-18-42028	Tailgate spreader repair to Truck S-910 for Fleet Services (Sanitary Engineer)	Department of Public Works	Best Truck Equipment Inc.	\$928.94	Sanitary Sewer Fund
CT-18-42059	Insulation at various County buildings	Department of Public Works	General Insulation	\$24,500.00	Internal Service Fund
CT-18-42060	Pocket folder for Workforce Development	Department of Public Works	Foote Printing	\$1,725.00	Internal Service Fund
CT-18-42063	Dryer duct cleaning and Juvenile Justice Center	Department of Public Works	Service-Tech Corp.	\$1,440.00	Internal Service Fund
CT-18-42090	(2) Scissor lift rentals at Cleveland Police Headquarters Building	Department of Public Works	Sunbelt Rentals	\$996.50	Capital Projects
CT-18-42104	Replacement AHU 2 & 6 Supply Fan Drives	Department of Public Works	Direct Air Systems Inc.	\$8,432.00	Internal Service Fund
CT-18-42135	Various building supplies for Cleveland Police Headquarters Building	Department of Public Works	Cleveland Lumber Co.	\$24,500.00	Capital Projects
CT-18-42137	Various plumbing supplies for Cleveland	Department of Public Works	Lakeside Supply Company	\$24,500.00	Capital Projects



	<i>Police Headquarters Building</i>				
<i>CT-18-42138</i>	<i>Door and hardware equipment for Cleveland Police Headquarters Building</i>	<i>Department of Public Works</i>	<i>Doors and Hardware Inc.</i>	<i>\$24,500.00</i>	<i>Capital Projects</i>
<i>CT-18-42139</i>	<i>HVAC and related supplies for Cleveland Police Headquarters Building</i>	<i>Department of Public Works</i>	<i>Cleveland Hermetic Supply, Inc.</i>	<i>\$24,500.00</i>	<i>Capital Projects</i>
<i>CT-18-42140</i>	<i>Various electrical supplies for Cleveland Police Headquarters Building</i>	<i>Department of Public Works</i>	<i>H. Leff Electric Company</i>	<i>\$24,500.00</i>	<i>Capital Projects</i>
<i>CT-18-42141</i>	<i>Various building supplies for Bedford Jail</i>	<i>Department of Public Works</i>	<i>Cleveland Lumber Co.</i>	<i>\$24,500.00</i>	<i>Capital Projects</i>
<i>CT-18-42142</i>	<i>Various plumbing supplies for Bedford Jail</i>	<i>Department of Public Works</i>	<i>Lakeside Supply Company</i>	<i>\$24,500.00</i>	<i>Capital Projects</i>
<i>CT-18-42144</i>	<i>Various electrical supplies for Bedford Jail</i>	<i>Department of Public Works</i>	<i>H. Leff Electric Company</i>	<i>\$24,500.00</i>	<i>Capital Projects</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>WT-18-42089</i>	<i>Skill up training for the Learn and Earn Program</i>	<i>Cuyahoga Job and Family Services</i>	<i>Diplomat Healthcare</i>	<i>\$1,000.00</i>	<i>Health and Human Services Levy Fund</i>
<i>WT-18-42092</i>	<i>Skill up training for the Learn and Earn Program</i>	<i>Cuyahoga Job and Family Services</i>	<i>DMD Management dba Legacy Health Services</i>	<i>\$3,000.00</i>	<i>Health and Human Services Levy Fund</i>
<i>CF-18-42119</i>	<i>Post Adoption Special Services Subsidy: Residential treatment services</i>	<i>Division of Children and Family Services</i>	<i>OhioGuidestone</i>	<i>\$3,990.00</i>	<i>67% - Health and Human Services Levy Fund 33% - Title IV-E</i>
<i>CR-18-42064</i>	<i>Toxicology testing services</i>	<i>Medical Examiner</i>	<i>University Hospitals</i>	<i>\$1,526.55</i>	<i>Medical Examiner's Office Lab Fund</i>
<i>CR-18-42075</i>	<i>Toxicology testing services</i>	<i>Medical Examiner</i>	<i>NMS Labs</i>	<i>\$21,088.00</i>	<i>Medical Examiner's Office Lab Fund</i>
<i>CR-18-42077</i>	<i>Toxicology testing services</i>	<i>Medical Examiner</i>	<i>Axis Forensic Toxicology, Inc.</i>	<i>\$550.00</i>	<i>Medical Examiner's Office Lab 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

### BC2018-167

Department of Public Works, recommending an alternate procurement process on RQ42145, which will result in an award recommendation to FBM Wholesale Builders Supply in the amount not-to-exceed \$200,000.00 for the purchase of general building supplies in connection with the Cuyahoga County Justice Center - Cleveland Police Headquarters and Bedford Jail for the period 3/12/2018 – 3/11/2020.

Funding Source: Capital Projects

Matt Rymer and Thomas Pavich, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. Mr. Rymer informed Ms. Baker that expenses associated with this project are incorporated in the Cost Data Report that she received. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-167 was unanimously approved.

### Items of Note (non-voted)

#### Item No. 1

Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant award from Western Reserve Area Agency on Aging in the amount of \$204,820.21 for the Older Americans Act/Senior Community Services Program in connection with the Aging and Disability Resource Network Grant Program for the period 1/1/2018 – 12/31/2018.

Funding Source: FY2018 Western Reserve Area Agency on Aging

#### Item No. 2

Cuyahoga County Law Library, submitting a Memorandum of Understanding with Statewide Consortium of County Law Library Resources Board to define the terms and requirements to receive grant funds in the amount not-to-exceed \$200.00 for payment of hotel expenses associated with the County Law Libraries Special Interest Groups Consortium Spring Conference for the period 4/26/2018 – 4/27/2018.

Funding Source: N/A

#### Item No. 3

Cuyahoga County Law Library, submitting a Memorandum of Understanding with Court of Appeals of Ohio, Eighth Appellate District (COA) to define the terms to allow the COA to utilize office space in Room 424 on the 4<sup>th</sup> Floor of the Cuyahoga County Courthouse located at 1 West Lakeside Avenue, Cleveland for the period 2/1/2018 – 1/31/2019.

Funding Source: N/A

## VI – PUBLIC COMMENT

There was no public comment.

## VII – ADJOURNMENT

Armond Budish motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:52 a.m.