



**Cuyahoga County Board of Control Agenda  
Monday, April 16, 2018 11:00 A.M.  
County Headquarters  
2079 East Ninth Street, 4<sup>th</sup> Floor  
Committee Room B**

**I – CALL TO ORDER**

**II – REVIEW MINUTES – 4/9/18**

**III – PUBLIC COMMENT**

**IV – CONTRACTS AND AWARDS**

**A – Tabled Items**

**B. – New Items for Review**

**BC2018-235**

Department of Development, recommending an award on RQ41532 and enter into a sole source contract with Court Community Services in the amount not-to-exceed \$50,000.00 for litter control services and oversight in selected urban communities for the period 4/1/2018 - 3/31/2019.

Funding Source: Federal Community Development Block Grant

**BC2018-236**

Department of Information Technology, recommending an award on RQ42055 and enter into a sole source contract with VeDiscovery, LLC dba Heureka Software in the amount not-to-exceed \$54,700.00 for the purchase of Heureka Intelligence Platform eDiscovery Software for the period 4/16/2018 – 12/31/2019.

Funding Source: General Fund

**BC2018-237**

Department of Information Technology,

a) Submitting an RFP exemption on RQ42379, which will result in an award recommendation to Microsoft Corporation in the amount of \$28,551.21 for the purchase of (15) Microsoft Surface Pro i5 Tablets and peripherals.

b) Recommending an award on RQ42379 with Microsoft Corporation in the amount of \$28,551.21 for the purchase of (15) Microsoft Surface Pro i5 Tablets and peripherals.

Funding Source: General Fund

Procurement Process: A full competitive process was not utilized. Items are being purchased off of a previously approved Government Cooperative Agreement.

**BC2018-238**

Sheriff's Department, recommending an award on RQ42047 and enter into a sole source contract with Smiths Detection, Inc., in the amount not-to-exceed \$150,839.64 for on-site maintenance services on security x-ray machines located in various County buildings for the period 7/1/2018 - 12/31/2021.

Funding Source: Internal Service Fund

**BC2018-239**

Sheriff's Department,

a) Submitting an RFP exemption on RQ42401, which will result in an award recommendation to International Preparedness Associates, Inc. in the amount of \$30,003.00 for reimbursement of eligible SWAT Marine training expenses in connection with the FY2015 Port Security Grant Program for the period 4/26/2018 - 5/14/2018.

b) Recommending an award on RQ42401 to International Preparedness Associates, Inc. in the amount of \$30,003.00 for reimbursement of eligible SWAT Marine training expenses in connection with the FY2015 Port Security Grant Program for the period 4/26/2018 - 5/14/2018.

Funding Source: FY2015 Port Security Grant

Procurement Process: A formal competitive process was not utilized. The Vendor is a previously approved Federal Emergency Management Agency grant recipient.

**BC2018-240**

Sheriff's Department, submitting an agreement with MetroHealth System - (Police Department) in the amount not-to-exceed \$5,000.00 for inmate housing services for the period 12/1/2017 – 11/30/2018.

Funding Source: Revenue Generating

**BC2018-241**

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. CE1200560 with Burlington Stores, Inc. fka Burlington Coat Factory Warehouse Corporation for emergency assistance services for the period 9/1/2012 – 4/30/2018 to extend the time period to 4/30/2019 and for additional funds in the amount not-to-exceed \$350,000.00.

Funding Source: 79% Federal; 21% Health and Human Services Levy

**BC2018-242**

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

a) Submitting an RFP exemption on RQ41895, which will result in an award recommendation to West Side Catholic Center in the amount not-to-exceed \$170,000.00 for fiscal agent services in connection with the Identification Documentation Collaborative for the period 3/1/2018 – 2/28/2019.

b) Recommending an award on RQ41895 and enter into a contract with West Side Catholic Center in the amount not-to-exceed \$170,000.00 for fiscal agent services in connection with the Identification Documentation Collaborative for the period 3/1/2018 – 2/28/2019.

Funding Source: Health and Human Services Levy Fund

Procurement Process: A competitive process was not utilized.

**BC2018-243**

Department of Health and Human Services, Community Initiatives Division, Office of Early Childhood, recommending an award on RQ40533 to Strategic Resources Consulting L.L.C. (59-6) in the amount not-to-exceed \$100,000.00 for Faith-Based and/or Community-Based Organizations Outreach and Referral Program services for the Universal Pre-Kindergarten 2.0 Initiative for the period 4/1/2018 – 3/31/2019.

Funding Source: Health and Human Services Levy

**C – Exemptions**

**BC2018-244**

Office of the Medical Examiner, recommending an alternate procurement process, which will result in award recommendations to various providers in the total amount not-to-exceed \$264,517.34 for the purchase of DNA genetic testing kits and other consumable supplies for the period 4/16/2018 – 12/31/2018:

- a) Promega
- b) Life Technologies

Funding Sources: 2017 DNA Backlog Grant - \$119,344.19 and Medical Examiner's Crime Lab Fund \$145,173.15

**D – Consent Agenda**

**BC2018-245**

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/16/2018

<b>Direct Open Market Purchases (purchases between \$500 - \$25,000)</b>					
Requisition #	Description	Department	Vendor Name	Total	Funding Source
CE-18-42385	Joint seal materials for various bridge projects	Department of Public Works	RJ Watson	\$3,462.00	Road and Bridge Fund
CT-18-41824	Boiler repair at Animal Shelter	Department of Public Works	Boiler Specialists Inc.	\$1,915.20	Special Revenue Fund
CT-18-41827	Purchase (2) ScanPro Machines for Archives	Department of Public Works	World Micrographics, Inc.	\$22,850.00	Capital Project
CT-18-42243	Autodesk Design Suite software subscription annual renewal	Department of Public Works	Carahsoft Technology Corp.	\$15,500.26	10% - Internal Service Fund 45% - Road and Bridge Fund 45% - Sanitary Sewer Fund
CT-18-42272	Exhibit case and display system for County Archives	Department of Public Works	Gaylord Bros.	\$12,509.00	Capital Project
CT-18-42317	Copy paper for various agencies	Department of Public Works	Joshen Paper & Packing	\$24,500.00	Internal Service Fund
CT-18-42320	File folders for Division of Children and Family Services	Department of Public Works	Foote Printing	\$1,880.00	Internal Service Fund
CT-18-42321	First-class return envelopes for Cuyahoga Job and Family Services	Department of Public Works	OEM Acquisition LLC dba Ohio Envelope Manufacturing Company	\$2,373.00	Internal Service Fund
CT-18-42326	NCR paper for Hearing Forms for Juvenile Court	Department of Public Works	Xpedx Veritiv	\$5,894.90	Internal Service Fund
CT-18-42368	Finishing services for various print jobs for Cuyahoga Job and Family Services	Department of Public Works	Direct Digital Graphics	\$1,705.00	Internal Service Fund
CT-18-42376	Disposal clean fill for Road and Bridge	Department of Public Works	Boyas Excavating, Inc.	\$10,000.00	Road and Bridge Fund
CT-18-42377	Diesel fuel tank treatment and filter service at Juvenile Justice Center	Department of Public Works	Collins Equipment Corporation	\$1,495.00	Internal Service Fund

CT-18-42383	Rental of plate tamper for Sanitary Engineer	Department of Public Works	Sunbelt Rentals, Inc.	\$547.18	Enterprise Fund
CT-18-42393	Repair parts for New Holland Backhoe S-471 for Fleet Services (Sanitary Engineer)	Department of Public Works	Akron Tractor & Equipment, Inc.	\$933.10	Enterprise Fund
CT-18-42394	Repair parts for Truck 3-287 for Fleet Services (Road and Bridge)	Department of Public Works	Valley Ford Trucks	\$1,389.46	Road and Bridge Fund
CT-18-42416	Catalog envelopes for Cuyahoga Support Enforcement Agency	Department of Public Works	The Envelope Printery of Ohio Inc.	\$630.00	Internal Service Fund
CT-18-42417	Printing and finishing services for program and services booklet for Division of Senior and Adult Services	Department of Public Works	Zippityprint, LLC	\$1,690.00	Internal Service Fund
CT-18-42419	First-class return envelopes for Cuyahoga Job and Family Services	Department of Public Works	OEM Acquisition LLC, dba Ohio Envelope Manufacturing Company	\$1,862.20	Internal Service Fund
JA-18-41675	SWAT headsets for City of East Cleveland	Department of Public Safety and Justice Services	Atlantic Signal LLC	\$13,520.00	General Fund – Public Safety Grant Administration
FC-18-42435	Family Centered Services and Supports: Summer camp	Family and Children First Council	Great Lakes Museum of Science, Environment and Technology	\$965.00	State
JC-18-42373	(5) Mattresses for Detention Center	Juvenile Court Division	Norix Group	\$2,455.75	Legal Computerization Fund
CR-18-42384	Power Plex Fusion and DNA IQ Systems for various labs	Medical Examiner's Office	Promega	\$9,951.04	Medical Examiner's Office Crime Lab Fund
CR-18-42389	Proteinase, boxes, tips, tags, tubes, sleeves, duster, bottles and racks for various labs	Medical Examiner's Office	Fisher Scientific	\$2,100.63	Medical Examiner's Office Crime Lab Fund

CR-18-42389	Proteinase, boxes, tips, tags, tubes, sleeves, duster, bottles and racks for various labs	Medical Examiner's Office	Lab Source	\$390.00	Medical Examiner's Office Crime Lab Fund
CR-18-42389	Proteinase, boxes, tips, tags, tubes, sleeves, duster, bottles and racks for various labs	Medical Examiner's Office	VWR	\$311.56	Medical Examiner's Office Crime Lab Fund
CR-18-42403	Strata Screen-C lab supplies for in-house toxicology testing	Medical Examiner's Office	Phenomenex	\$1,000.00	Medical Examiner's Office Crime Lab Fund
CR-18-42404	DNA kits for various labs	Medical Examiner's Office	Promega	\$23,766.48	DNA Backlog Grant
CR-18-42422	High profile microtome blades for various labs	Medical Examiner's Office	Leica Biosystems	\$791.02	Medical Examiner's Office Lab Fund

**Items already purchased:**

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

**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**

### **Items of Note (non-voted)**

#### **Item No. 1**

Department of Public Works, submitting an agreement with Ohio Department of Natural Resources for construction of the Towpath Trail – Stage 1 from Harvard Avenue to Steelyard Commons in the City of Cleveland and Village of Cuyahoga Heights in connection with the Clean Ohio Trails Project.

Funding Sources:

Towpath Stage 1 Construction Estimate= \$6,000,000

ODNR Funding Assistance = \$500,000.00

Federal CMAQ = \$4,800,000.00

Cleveland Steelyard TIF = \$700,000.00

#### **Item No. 2**

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting a midyear projected expenditure report for Family Centered Services and Supports FY2018 funding.

Funding Source: FCSS

## **VI – PUBLIC COMMENT**

## **VII – ADJOURNMENT**

Minutes

Cuyahoga County Board of Control  
Monday, April 9, 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 11:03 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 – 4/2/2018

Armond Budish motioned to approve the minutes from the April 2, 2018 meeting, as written; Michael Dever 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

BC2018-211

Department of Public Works, 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 – 11/30/2018 for additional funds in the amount not-to-exceed \$210,673.00.

Funding Source: General Fund (Capital Improvement)

Matt Rymer, Department of Public Works, presented. Nan Baker asked for clarification on the definition of (NTP) referenced in the item details; and asked for clarification on whether more funding is needed in addition to the not-to-exceed amount to complete the work in progress. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-211 was unanimously approved.



BC2018-212

Department of Public Works, recommending an award on RQ42033 to Flagzone, LLC (19 - 5) in the amount not-to-exceed \$47,736.00 for the purchase and delivery of (780) gross U.S. Flags.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked for confirmation that the recommended vendor was awarded the contract last year; and asked if the bid requires the flags to be manufactured in the U.S.A. Trevor McAleer provided the history of how the Veteran's Service Commission initially bid out the services and why the Department of Public works has assumed that responsibility. Mr. Budish asked if the flags will be reused. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-212 was unanimously approved.

BC2018-213

Department of Development, recommending a Federal HOME Rental Loan to Bristol Apartments, LLC in the amount of \$450,000.00 for assistance with the development of 20 units of multi-family housing located at 2928 South Moreland Blvd., Cleveland.

Funding Source: Federal HOME Funds - \$450,000.00

Sarah Jackson, Department of Development, presented. Armond Budish asked for clarification on the funding amount being provided by Village Capital Corporation. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-213 was unanimously approved.

BC2018-214

Department of Information Technology, recommending an award on RQ42281 and enter into an agreement with State of Ohio/Department of Administrative Services in the amount not-to-exceed \$420,000.00 for software licenses and maintenance on an IBM LPAR Mainframe for the period 3/1/2018 – 12/31/2018.

Funding Source: General Fund

Dennis Sullivan and Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked why the contract is only for a 10-month period; and asked why the services could not be covered for two or three years at a time. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-214 was unanimously approved.

BC2018-215

Department of Information Technology,

a) Submitting an RFP exemption on RQ42298, which will result in an award recommendation to Microsoft Corporation in the amount of \$3,806.82 for the purchase of (2) Microsoft Surface Pro i5 Tablets and peripherals for the Sheriff's Department.

b) Recommending an award on RQ42298 with Microsoft Corporation in the amount of \$3,806.82 for the purchase of (2) Microsoft Surface Pro i5 Tablets and peripherals for the Sheriff's Department.

Funding Source: General Fund

Procurement Process: A full competitive process was not utilized. Items are being purchased off of a previously approved Government Cooperative Agreement.

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-215 was unanimously approved.

#### BC2018-216

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ41284 and enter into a contract with Accuscripts Pharmacy LLC (14-1) in the amount not-to-exceed \$276,000.00 for pharmacy services and medical supplies for the Juvenile Court Detention Center for the period 7/1/2018 - 6/30/2020.

Funding Source: Health and Human Services Levy Fund

Sarah Baker, Juvenile Court Division, presented. Trevor McAleer asked who currently provides the services. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-216 was unanimously approved.

#### BC2018-217

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1700131 with Cornell Abraxas Group, Inc. for Evidenced-Based Anger Management Group Therapy services for the period 7/1/2017 – 6/30/2019 to change the terms, effective 7/1/2018 and for additional funds in the amount not-to-exceed \$36,000.00.

Funding Source: Title IV-E - \$35,000.00 and Reclaim Funds - \$1,000.00

Sarah Baker, Juvenile Court Division, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-217 was unanimously approved.

#### BC2018-218

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Agreement No. AG1700046 with University of Cincinnati for Cognitive Behavioral Intervention training services for Court staff for the period 8/7/2017-6/30/2018 to extend the time period to 6/30/2019, to expand the scope of services, effective 3/12/2018 and for additional funds in the amount not-to-exceed \$18,000.00.

Funding Source: Competitive Reclaim Funds

Sarah Baker, Juvenile Court Division, presented. Dennis Kennedy inquired about the total amount paid to the University; asked if the original amount included travel and related expenses; and asked if travel costs can be charged to the grant. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-218 was unanimously approved.

#### BC2018-219

Sheriff's Department, submitting an agreement with Village of Highland Hills in the amount not-to-exceed \$25,000.00 for inmate housing services for the period 1/1/2018 – 12/31/2018.

Funding Source: Revenue Generating

Ken Mills, Sheriff's Department, presented. Trevor McAleer asked if the contract is based on a per inmate per diem; and asked for confirmation that the Village of Highland Hills is the fourth municipality the County will be providing the services for. Armond Budish asked if all the rates will be standardized and under the same terms as the City. Nan Baker asked for clarification on the anticipated amount of revenue to be generated. Mr. McAleer also asked for information on the cost savings for all participating

municipalities. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-219 was unanimously approved.

BC2018-220

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ42049, which will result in an award recommendation to Court of Common Pleas/Juvenile Court Division in the amount not-to-exceed \$29,444.55 for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project in connection with the FY2017 Juvenile Justice and Delinquency Prevention Disproportionate Minority Contact Title II Formula Grant Program for the period 1/1/2018 – 12/31/2018.

b) Recommending an award on RQ42049 and enter into an agreement with Court of Common Pleas/Juvenile Court Division in the amount not-to-exceed \$29,444.55 for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project in connection with the FY2017 Juvenile Justice and Delinquency Prevention Disproportionate Minority Contact Title II Formula Grant Program for the period 1/1/2018 – 12/31/2018.

Funding Source: FY2017 Title II Formula Grant

Procurement Process: A formal process was not utilized, and the item is being submitted late. An Allocation Committee was established to review all applications submitted for FY2017 Title II Formula Grant funding. Based upon the recommendations of the Committee, various providers were chosen.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked for confirmation on the number and names of various vendors who have been selected to receive funding awards under this grant. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-220 was unanimously approved.

BC2018-221

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ42250, which will result in an award recommendation to Jewish Family Services Association in the amount not-to-exceed \$28,529.73 for Family Violence services in connection with the FY2017 STOP Violence Against Women ACT Block Grant for the period 1/1/2018 – 12/31/2018.

b) Recommending an award on RQ42250 and enter in into a contract with Jewish Family Services Association in the amount not-to-exceed \$28,529.73 for Family Violence services in connection with the FY2017 STOP Violence Against Women ACT Block Grant for the period 1/1/2018 – 12/31/2018.

Funding Source: FY2017 STOP VAWA Block Grant

Procurement Process: A formal process was not utilized, and the item is being submitted late. An Allocation Committee reviews all applications submitted for FY2017 STOP VAWA Block Grant funding. Based upon the recommendations of the Committee, various providers were chosen.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked about the total funding amount available for the Program; asked for the names of various providers selected to receive funding awards under this grant; and asked if contracts associated with those funding awards will be coming forward for Board approval. Nan Baker asked for clarification on whether the contracts for this

item as well as the previous item are 8-month contracts as it relates to the performance period reflecting 12-months and 4 months have elapsed; asked if the providers will use last year's funding to cover the first 4 months of this year; asked if the prior year's funding can still be utilized if the contract has expired; asked if the contracts will always be in arrears as a result of how grant awards are processed; and asked if the County has concerns about contracts coming forward that would be in arrears in excess of 4 months. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-221 was unanimously approved.

BC2018-222

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ42289, which will result in an award recommendation to Ohio Guidestone in the amount not-to-exceed \$11,145.00 for the R Rules for Pro Kids and Families Project in connection with the FY2016 Juvenile Justice and Delinquency Prevention Title II Formula Grant Program for the period 4/1/2018 – 9/30/2018.

b) Recommending an award on RQ42289 and enter into a contract with Ohio Guidestone in the amount not-to-exceed \$11,145.00 for the R Rules for Pro Kids and Families Project in connection with the FY2016 Juvenile Justice and Delinquency Prevention Title II Formula Grant Program for the period 4/1/2018 – 9/30/2018.

Funding Source: FY16 JJDP TITLE II FORMULA GRANT

Procurement Process: A formal process was not utilized, and the item is being submitted late. An Allocation Committee was established to review all applications submitted for FY2016 Juvenile Justice and Delinquency Prevention Title II Formula Grant funding. Based upon the recommendations of the Committee, various providers were chosen.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked for confirmation on the number of additional providers selected to receive funding awards under this grant and asked if those vendors are listed on this current agenda or will those contracts be presented at a future Board meeting. Mr. Miller also inquired as to why all the items could not be submitted collectively and approved at the same meeting. Nan Baker asked if future funding awards associated with this program will be expended within an allotted 12-month period barring any unforeseen circumstances. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-222 was unanimously approved.

BC2018-223

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ42285, which will result in an award recommendation to Cleveland Eastside Ex-Offender Coalition in the amount not-to-exceed \$3,446.12 for the Project R.O.C.K. (Trauma Informed Reconnection Care Program) in connection with the FY2016 Juvenile Justice and Delinquency Prevention Title II Formula Grant Program for the period 4/1/2018 – 9/30/2018.

b) Recommending an award on RQ42285 and enter into a contract with Cleveland Eastside Ex-Offender Coalition in the amount not-to-exceed \$3,446.12 for the Project R.O.C.K. (Trauma Informed Reconnection Care Program) in connection with the FY2016 Juvenile Justice and Delinquency Prevention Title II Formula Grant Program for the period 4/1/2018 – 9/30/2018.

Funding Source: FY16 JJDP TITLE II BLOCK GRANT

Procurement Process: A formal process was not utilized, and the item is being submitted late. An Allocation Committee was established to review all applications submitted for FY2016 Juvenile Justice and Delinquency Prevention Title II Block Grant funding. Based upon the recommendations of the Committee, various providers were chosen.

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked what the program entails. Trevor McAleer asked if additional funding is available for this program. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-223 was unanimously approved.

BC2018- 224

Department of Public Safety and Justice Services,

a) Requesting to apply for and accept grant funds from Ohio Department of Public Safety/Office of Criminal Justice Services in the amount of \$22,454.18 for the FY2017 STOP Violence Against Women Act Administrative Grant Project 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 \$22,454.18 for the FY2017 STOP Violence Against Women Act Administrative Grant Project for the period 1/1/2018 – 12/31/2018.

Funding Sources: General Fund Cash match - 25% (\$5, 613.59), Office of Criminal Justice Services -75% (\$16,840.59)

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker asked how 2 Staff will be compensated for the months that have elapsed; and asked if it is normal for the State to notify the County of the availability of funds 3 months into the Calendar year. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-224 was unanimously approved.

BC2018-225

Department of Health and Human Services, Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1400208 with Enterprise Community Partners, Inc. promoting the Earned Income Tax Credit, Other Tax Credits and providing Free Tax Preparation Assistance to Low and Moderate-Income Families for the period 7/1/2014 – 6/30/2018 to extend the time period to 6/30/2019 and for additional funds in the amount not-to-exceed \$325,000.00.

Funding Source: Temporary Assistance to Needy Families Fund

Bob Math, Cuyahoga Job and Family Services, presented. Dale Miller asked if the new tax law had any impact on the completion of these Tax returns. Trevor McAleer asked how many County employees volunteered to assist families with the tax preparation this year. Dennis Kennedy asked about itemized costs associated with the not-to-exceed-amount; and asked if the County could contact partners and coordinate services. Mr. Kennedy also inquired about the opportunity for other vendors to provide services, as it relates to the services not being competitively bid since 2014. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-225 was unanimously approved.

BC2018-226

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council,

a) Submitting an RFP exemption, due to lateness, which will result in an amendment to Contract No. CE1700053 with Case Western Reserve University/The Begun Center for Violence Prevention Research and Education and the Center for Innovative Practices, Mandel School of Applied Social Science for Closing the Achievement Gap Program evaluation services for the period 1/1/2017 – 12/31/2017 to extend the time period to 12/31/2018; no additional funds required.

b) Submitting an amendment to Contract No. CE1700053 with Case Western Reserve University/The Begun Center for Violence Prevention Research and Education and the Center for Innovative Practices, Mandel School of Applied Social Science for Closing the Achievement Gap Program evaluation services for the period 1/1/2017 – 12/31/2017 to extend the time period to 12/31/2018; no additional funds required.  
Funding Source: Original Contract - Health and Human Services Levy Fund

A representative from Family and Children First Council, was not in attendance to present the item. Mr. Budish commented that this is a no cost extension with an estimated amount of \$25,000.00 to \$35,000.00 remaining on the contract. Trevor McAleer asked if discussions can be revisited on how required RFP exemptions for late contracts are reflected on agendas moving forward. Mr. McAleer commented that as part of the 2018 budget process he thought program evaluation services for the Closing the Achievement Gap Program were going to be performed in-house. Mr. Budish concurred with Mr. McAleer regarding discussions taking place to determine how to make RFP exemption phrasing clear, accurate and less burdensome when presenting late contracts. Nan Baker asked for clarification on the remaining balance of the contract, as it relates to the contract being extended and no additional funds are being requested. Ms. Baker also commented that in the future it would be helpful if Departments provided information on the amount of unused funds for amendments of this type. After further discussion, Mr. Budish clarified and confirmed that evaluation services are being performed in-house. Mr. McAleer suggested the item move forward for approval. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-226 was unanimously approved.

#### C – Exemptions

The following item was amended to include language referencing the item as an RFP exemption.

BC2018-227

Department of Public Works, submitting an **RFP exemption, which will result in** an amendment to Contract No. CE0600807-03, 04 with Maple Heights Commerce Two LLC, for lease of space located at 21100 Southgate Park Boulevard, Maple Heights, Ohio for use by Court of Common Pleas/Juvenile Court Division/Probation Department for the period 2/1/2007 - 1/31/2017 to extend the time period to 12/31/2022, to change the terms, effective 2/1/2017 and for additional funds in the amount not-to-exceed \$394,263.10.

Funding Source: Health and Human Services Levy

John Myers, Department of Public Works, presented. Trevor McAleer asked for clarification on the expiration date of the contract and asked if rent was being paid under the expired contract. Mr. McAleer also asked for clarification on how payments were authorized through the remainder of Calendar Year 2017 even with a hold over clause in place if the contract expired on January 31, 2017. Dale Miller asked

if all 3 County agencies are located at the Maple Heights facility; asked if the County decides to coordinate with the state on another location can the County terminate the existing lease early; and asked how the new rate compares to the prior cost. Dennis Kennedy commented that the County is planning to relocate the Auto Title Bureau and stated discussions were had with the Chief of Staff and others to identify alternative options. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-227 was unanimously approved.

BC2018-228

Sheriff's Department, recommending an alternate procurement process which will result in an award recommendation to Guardian Alarm Company in the amount not-to-exceed \$3,600.00 for monitoring and maintenance services for the period 4/1/2018 – 12/31/2018.

Funding Source: Internal Service Fund - Building and Security

Lylia Lathan, Sheriff's Department, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-228 was unanimously approved.

D – Consent Agenda

Dale Miller referred to Item No. BC2018-231 and asked for clarification on the terms being changed. There were no further questions. Armond Budish motioned to approve items BC2018-229 through -232 Dale Miller seconded. The consent agenda items were unanimously approved.

BC2018-229

Department of Public Works, submitting an amendment (Subsidiary No. 3) to Contract No. CE1600096 with Karvo Paving Company, Inc. for the 2016 Operations Resurfacing Program Group 2 for various Roads for a decrease in funds in the amount of (\$57,608.65):

- a) Eastland Road/Fowles Road from the Berea South Corporation Line to Bagley Road in the City of Berea.
- b) Turney Road from Hathaway Road to the Garfield Heights East Corporation Line in the City of Garfield Heights.

Funding Source: Road and Bridge Fund

BC2018-230

Department of Public Safety and Justice Services,

a) Requesting authority to apply for and accept grant funds from Camp HOPE America in the amount of \$10,000 for the Camp HOPE America Readiness Grant Program for the period 3/1/2018 – 12/31/2018.

b) Submitting a grant award from Camp HOPE America in the amount of \$10,000 for the Camp HOPE America Readiness Grant Program for the period 3/1/2018 – 12/31/2018.

Funding Sources: Camp HOPE America and the Verizon Foundation

BC2018-231

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Agreement No. AG1800002 with Cuyahoga County District Board of Health for the Child Fatality Review Program for the period 1/1/2018 – 12/31/2019 to change the terms, effective 1/1/2018; no additional funds required.

Original Funding Source: Health and Human Services Levy Fund



<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>
CE-18-42356	Rental of electric breaker for various job sites (Road and Bridge)	Department of Public Works	Indy Equipment and Supply	\$624.00	Road and Bridge Fund
CT-18-41903	Boiler repair at Animal Shelter	Department of Public Works	Boiler Specialists Inc.	\$1,128.00	Internal Service Fund
CT-18-42136	Power steering cylinder replacement for machine 4-55	Department of Public Works	Ohio CAT	\$1,261.40	Road and Bridge Fund
CT-18-42151	Finch opaque folder covers for Department of Workforce Development	Department of Public Works	Millcraft Paper Company	\$847.50	Internal Service Fund
CT-18-42153	Chorus art gloss covers for Division of Senior and Adult Services	Department of Public Works	Millcraft Paper Company	\$965.60	Internal Service Fund
CT-18-42154	Finishing services for pocket folders for Workforce Development	Department of Public Works	United Finishing and Die Cutting Inc.	\$542.00	Internal Service Fund
CT-18-42160	NCR Paper for Print Shop	Department of Public Works	Xpedx Veritiv	\$890.00	Internal Service Fund
CT-18-42161	Finishing services for Resolution folders for Executive's Office	Department of Public Works	United Finishing & Die Cutting Inc.	\$940.00	Internal Service Fund
CT-18-42312	Insulation at various County buildings	Department of Public Works	General Insulation	\$24,500.00	Internal Service Fund
CT-18-42330	Crack sealer for County Airport	Department of Public Works	DJL Material & Supply	\$2,945.00	Airport Operations
CT-18-42332	Expansion envelopes for Sheriff's Department	Department of Public Works	Western States Envelope and Label	\$3,004.90	Internal Service Fund
CT-18-42397	Various hand tools for trades workers	Department of Public Works	Hilti	\$889.42	Internal Service Fund
JC-18-42315	Dry erase boards for Detention Center	Juvenile Court	Quality Ribbons & Supplies	\$1,491.75	General Fund
CR-18-42067	Lab gases	Medical Examiner's Office	Airgas USA	\$12,000.00	Medical Examiner's Office Crime Lab Fund
CR-18-42109	Accreditation Fees	Medical Examiner's Office	ANSI-ASQ National Accreditation Board	\$5,100.00	Medical Examiner's Office Crime Lab Fund
CR-18-42185	Genetic testing kits for various labs	Medical Examiner's Office	Promega	\$23,179.70	2017 DNA Backlog Grant Fund
CR-18-42266	Avoximeter 4000 Cuvettes	Medical Examiner's Office	Instrumentation Laboratory	\$2,545.00	Medical Examiner's Office Crime Lab Fund

CR-18-42343	Water and fan filter for Bullet Recovery Tank	Medical Examiner's Office	Team Fabrication Inc.	\$725.49	Medical Examiner's Office Crime Lab Fund
CR-18-42350	Tubes, pipettes, kimwipes at various labs	Medical Examiner's Office	VWR International	\$668.03	Medical Examiner's Office Crime Lab Fund
SH-18-42327	Battery for 6-volt golf cart used for Police Memorial Week, special events and motor pool	Sheriff's Department	Harris Battery Company	\$752.28	General Fund

Items already purchased:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CR-18-42319	Toxicology testing services	Medical Examiner's Office	NMS Labs	\$15,488.00	Medical Examiner's Office Lab 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

### BC2018-233

Department of Public Works recommending and alternate procurement on requisition RQ42445, which will result in an award recommendation to a supplier to be determined in the estimated amount not-to-exceed \$3,922,000.00 for electric power services for various County buildings for the period 5/1/2018 - 4/30/2021.

Two finalists were selected to resubmit electric power rates on 4/25/2018:

- a) Dynegy Energy Services East, LLC
- b) Interstate Gas Supply, Inc.

Funding Source: Internal Service Fund

Matt Rymer and Nichole English, Department of Public Works, presented. Armond Budish motioned to amend the agenda to consider the item; Trevor McAleer seconded. Dale Miller asked for confirmation that 1 provider will be selected to provide electric power services; and asked who currently provides services under the existing contract and if they bid on the services. Trevor McAleer asked if it is anticipated that other providers will contest the process being utilized. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-233 was unanimously approved.

### Time Sensitive/Mission Critical Item

### BC2018-234

Department of Health and Human Services, Division of Children and Family Services, recommending an award on RQ42457 to Gracehaven, Inc. in the amount not-to-exceed \$24,999.99 for emergency placement services.

Funding Source: Federal – 33% and Health and Human Services Levy – 67%

Bob Math, Cuyahoga Job and Family Services, presented. Armond Budish motioned to amend the agenda to consider the item; Dale Miller seconded. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-234 was unanimously approved.

Dale Miller commented on the contracts considered and approved during the meeting that were late due to processes within and outside of the County's control and asked whether the Administration has considered performing a comprehensive review of contracts around the concept of lateness to come up with a long-term solution to reduce the number of late contracts coming forward. Mr. Miller also referenced a report compiled by the Agency of the Inspector General that reflected a third of the contracts began before the contracts were executed. Mr. Budish clarified that the Inspector General's office also determined that the percentage of late contracts have come down and stated that the Administration is looking into how to resolve the issue of submitting late contracts and will continue to emphasize to Directors during Board meetings and pre-meetings to plan ahead to ensure the items are submitted on time.

Nan Baker concurred with Mr. Miller's suggestion and commented that she would like to see a report from the Inspector General that categorizes the number of late contracts based on processes within and beyond the County's control.

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 12:07 p.m.

## Item Details

### IV. Contracts and Awards

#### A – Tabled Items

#### B – New Items for Review

##### **BC2018-235**

Department of Development

Provision of litter control services in CDBG eligible commercial areas approved by the county. The purpose of the litter control effort is to assist in increasing the livability and attractiveness of the neighborhood commercial areas and improve the quality of life. Our communities have requested we continue these services that enhance the curb appeal of the commercial areas as well as provide for a clean, fresh look to the area which in turn increases the attractiveness of the area and neighborhood. To conduct systematic, periodic litter control is a service that cannot be found in Cuyahoga County. The services will be used in Cuyahoga Urban County Communities

Why is the contract being submitted late?

Submission was originally on-time. Lack of understanding of sole source process created the delay.

What is being done to prevent this from reoccurring?

Sole source process now understood which will prevent delay in the future.

##### **BC2018-236**

Department of Information Technology

The Heureka Platform allows the Department of IT Office of Security & Research the ability to identify, understand, and protect sensitive internally stored on County systems. Sensitive data would include SSN, Credit Card and Financial Data, Passwords, PII (Personally Identifiable Information).

This solution helps us prevent leaks or discourses of sensitive citizen or County employee data. Also meet regulatory compliance requirements and standards, such as HIPAA, PCI-DSS, and NIST 800-53. This is an expansion of the piloted service to on premises which allows to County to have more comprehensive services and additional licenses.

The Heureka Platform identifies sensitive data and risk throughout the County systems. Policies can then be applied to ensure all sensitive data is being stored, transmitted, and used properly. The system tracks risk and risk cost overtime showing potentially ROI.

A competitive process was not used. No other solutions were considered as this has been our current system for 2+ years and the solution is a sole source proprietary platform, which was previously purchased as a department order. This will be used on County machines. Contracted maintenance is included in this contract.

We considered multiple vendors for both DLP (Data Loss Prevention), EDR (Endpoint Detection and Response), Electronic Discovery, Data Risk Exposure, and Insider Threat Detection in 2013. However, the components needed for Cuyahoga County and with the resources available to manage the platform, this platform was chosen.

**BC2018-237**

Department of Information Technology

The request is for the purchase of Microsoft surface tablets, qty of 15. This will resolve the issue of increased mobility for users that currently have a desktop. Having surfaces will allow users to increase access to required software when not tethered to their desks. This mobile option runs the current Microsoft software, and is a county standard. We looked at other vendors, however, none offered the inclusive training that Microsoft offers. This will be used throughout the county buildings.

An RFP exemption is needed as a full competitive process was not utilized. Items are being purchased off of an Interlocal Cooperation agreement with the State of Texas Department of Information Resources.

**BC2018-238**

Sheriff's Department

Smith Detection Inc. will provide on-site Maintenance and Support for x-ray machines located throughout the County within the various buildings. This will keep the county x-ray machines in operation order and resolve and maintenance problems as necessary. Smith Detection, Inc. was selected due to the fact that the equipment was purchased through this company and the equipment and service are proprietary. This will be used in all county buildings with x-ray machines.

The software for the x-ray machines is proprietary and must be serviced by Smiths Detection. This is an approved exemption under Section 501.12 (B) (7) of the County Code:

Section 501.12 Competitive Bidding Requirements and Exceptions

Competitive bidding is not required when any of the following apply:

The purchase is for services related to information technology, such as programming services, that are proprietary or limited to a single source

**BC2018-239**

Sheriff's Department

An RFP exemption is needed as the vendor was selected and approved by FEMA, the granting agency, as part of a grant application process.

SWAT Maritime Training. The training and vendor were approved as part of the grant application process. FEMA, the granting agency, has to approve all trainers as part of the application process to ensure they have the proper accreditations to provide the training. The CCSD SWAT Team needs to be able to safely board compliant and semi-compliant vessels of interest in the maritime domain.

This is training course is tailored to our CCSD SWAT Team and will teach them how to safely board compliant and semi-compliant vessels of interest in the maritime domain. Training is the most effective solution.

**BC2018-240**

Sheriff's Department

Prisoner board and care - This is revenue generating. They are paying us \$99 per day per prisoner not to exceed \$5,000.00. To provide housing for MetroHealth's prisoners

Why the contract is being submitted late:

The January 1, 2017 date was agreed upon to reflect us providing services for the year. The actual services will begin as soon as signature is provided, and last through the end date on contract.

Going forward, we will list the actual projected start dates, sometime after signature is provided. This will be used at Cuyahoga County Corrections Center

**BC2018-241**

Cuyahoga Job and Family Services

Vendor currently provides Clothing Services. Based on usage it has been determined that additional funding is needed for Burlington Stores, Inc. - Clothing Services. This is an amendment to an existing contract in order to continue to provide Clothing Services. DCFS released one RFP #22547 requesting proposals for Emergency Assistance (Food, Clothing and Furniture items) purchases required to mitigate risk of abuse/neglect and/or to facilitate placement of children outside their own homes. The Contract based on that RFP needs to add funding - \$350,000.00, as the previous two RFP's RFP#31908 & RFP# 32782 did not produce a Master Contract, as only two providers responded to each RFP, also the current RFP#441444 did not receive a response from a clothing provider. Vendor currently provides Clothing Services.

**BC2018-242**

Office of Homeless Services

The Identification Crisis Collaborative (IDCC) makes it possible for people with low income to secure the documents they need to get a State ID so that they can move ahead in their lives. The IDCC helps find the documents (many birth certificates are from "out of state" sources) and pays for the documents to be provided to the clients. Everyone needs identification documentation - in some cases, just to enter public buildings! ID is needed to VOTE, to apply for work, to enroll children in school, to apply for public housing or non-subsidized housing...the list goes on. Without basic identification, people are blocked from the most basic activities needed to maintain themselves.

The IDCC project meets people where they are through 29 sites throughout the County where low income and disabled people are frequent clients. Staff assist the clients to determine what is needed and how to secure the items. The Project pays for the birth certificates, and State documents, and advocates for clients when they hit roadblocks. County Council became aware of the IDCC and included funding for this activity in the 2018/17 and 2018/19 budgets. This service is available to any low-income person in Cuyahoga County who cannot access birth certificate/Social Security documentation. The Contract is monitored to assure that funds are spent only for approved documents.

An RFP exemption is needed as a competitive process was not utilized. The ID Collaborative is a unique response to a basic human service need - identification. Council became aware of this service and directed the Office of Homeless Services to develop a contract with the West Side Catholic Center, the fiscal agent for the Collaborative.

The reason for late submittal: The process to submit the Contract was started in mid-January when the provider was asked to submit a budget and scope for the contract. Subsequently, the draft contract was submitted to the Law Dept. for review prior to being sent to the agency for signature. Law had questions related to the required Cyber insurance and client level data which it took time to resolved.

The funding for this contract was included in the 2-year County Budget. In 2019, the contract process will be started in January.

**BC2018-243**

Office of Early Childhood

We seek to engage in a community wide effort to increase enrollment in High-quality preschool through recruitment events in target neighborhood level outreach to parents of preschool age children. This initiative will ensure that parents of preschool age children know of the benefits of high-quality preschool and about Cuyahoga County's Universal Pre-Kindergarten Program (UPK) in particular, as well as how they can access it for their children. The solution is to recruit additional families into high-quality preschool programs particularly into UPK. We will conduct recruitment events and target parents in specific neighborhoods through canvassing and worship services. We felt that community-based and faith-based organizations can meet families where they are and provide the information about the benefits of high-quality preschool. We have tried other recruitment efforts but usually only at the preschool center level. This has still led to under enrolled classrooms. We will target neighborhoods that show the most under enrolled high-quality preschools. We are examining data to be more specific.

**C – Exemptions**

**BC2018-244**

Office of the Medical Examiner

Requesting To procure genetic testing kits and other consumable supplies from Promega and Life Technologies which will be used in the DNA Laboratory as well as the Parentage/Identification Laboratory. We are seeking this Exemption from the approval date though December 31, 2018.

Procurement: Requesting an Exemption from Competitive Bid due to the history of purchases made by the Medical Examiner's Office. Each purchase is entered into Buy Speed Online and the result is always the same. The items are not Sole Source per the County's definition, as they have distributors, however, the end result is always the same, the distributors cannot compete with the manufacturer in the way of cost and/or delivery of products.

Vendor:

Promega: 2800 Woods Hollow Road, Madison, WI 53711, 800-356-9526

Life Technologies: 5791 Van Allen Way, Carlsbad, CA 92008, 800-327-3002

Project Status: Seeking authorization to enter into Open Market Purchase Orders without using the Competitive Bid process.

Funding: 2017 DNA Backlog Grant - \$119,344.19

Medical Examiner's Crime Lab Fund \$145,173.15

Total for 2018 \$264,517.34



## **D – Consent Agenda**

### **BC2018-245**

(See related items for proposed purchases for the week of 4/16/2018 in Section D. above)

## **V – OTHER BUSINESS**

### **Items of Note (non-voted)**

#### **Item No. 1**

The Department of Public Works is requesting approval of a Project Agreement for the Towpath Trails Stage 1 with Ohio Department of Natural Resources.

The primary goal is to sign the Project Agreement

The Project is located between Literary Avenue and the Flats of Downtown Cleveland.

Council District 7

Procurement – N/A

#### Contractor Information

Ohio Department of Natural Resources

2045 Morse Road, E-2

Columbus, Ohio 43229

#### Project Status

The term has not begun

#### Funding

Towpath Stage 1 Construction Estimate= \$6,000,000

ODNR Funding Assistance = \$500,000.00

Federal CMAQ = \$4,800,000.00

Cleveland Steelyard TIF = \$700,000.00

#### **Item No. 2**

##### Family and Children First Council

The grant associated with the expenditure report for the Family Centered Services and Supports was approved on August 21, 2017. The purpose of the program is to fund a family driven wraparound program. The grant was awarded to all local Family and Children First Council in the state. The funds are being used accordingly and will be spent by the end of the allowed time frame.