

Minutes

Cuyahoga County Board of Control
Monday, July 30, 2018 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I – CALL TO ORDER

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 – 7/23/2018

Armond Budish motioned to approve the minutes from the July 23, 2018 meeting; Dale Miller seconded. The minutes were unanimously approved.

III – PUBLIC COMMENT

IV – CONTRACTS AND AWARDS

A – Tabled Items

BC2018-467

Department of Information Technology, submitting an amendment to Contract No. CE1700334 with The Sidwell Company for maintenance on the Geographical Information System for the period 12/1/2017 – 12/31/2018 for additional funds in the amount not-to-exceed \$45,000.00.

Funding Source: Real Estate Assessment Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-467 was unanimously approved.

B. – New Items for Review

BC2018-489

Department of Public Works, recommending an award on RQ42551 to Donnell Ford (13-2) in the amount not-to-exceed \$129,355.00 for the purchase of (2) 2019 F-450 Crew Trucks.

Funding Source: Road and Bridge Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-489 was unanimously approved.

The following item was amended to include the language “not-to-exceed”.

BC2018-490

Department of Public Works,

a) Submitting an RFP exemption, which will result in a payment to Downtown Cleveland Alliance in the amount of **not-to-exceed** \$18,000.00 for event coordination, staging and supplies for the Cuyahoga County Detroit Superior Bridge Tour being held on August 18, 2018.

b) Recommending a payment to Downtown Cleveland Alliance in the amount **not-to-exceed** \$18,000.00 for event coordination, staging and supplies for the Cuyahoga County Detroit Superior Bridge Tour being held on August 18, 2018.

Funding Source: Road and Bridge Fund

Michael Chambers, Department of Public Works, presented. Dale Miller asked for clarification on whether the County is expecting to spend the same amount each year to host this event or if the amount of this year’s payment is due to the fact that it is the 100th anniversary of the Bridge. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-490 was unanimously approved.

BC2018-491

Department of Development, recommending awards on RQ41528 to various providers (17-7) in the total amount not to-exceed \$315,000.00 for foreclosure prevention and real property tax counseling services for Cuyahoga County homeowners for the period 1/1/2018 – 12/31/2018:

- a) CHN Housing Partners in the amount not-to-exceed \$60,000.00
- b) Community Housing Solutions in the amount not-to-exceed \$90,000.00
- c) Empowering & Strengthening Ohio’s People in the amount not-to-exceed \$80,000.00
- d) Home Repair Resource Center in the amount not-to-exceed \$25,000.00
- e) Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$60,000.00

Funding Source: \$250,000.00 - Community Development Block Grant; \$100,000.00 - Delinquent Tax Assessment and Collections

Sara Jackson, Department of Development, presented. Nan Baker asked if the service providers have been able to effectively provide counseling services while waiting on funding from the County. Dale Miller

asked how many clients will be served with this program. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-491 was unanimously approved.

BC2018-492

Department of Development,

a) Submitting an RFP exemption on RQ43028, which will result in an award recommendation to The Legal AID Society of Cleveland in the amount not to-exceed \$30,000.00 for fair housing services for Cuyahoga County homeowners for the period 6/1/2018 – 5/31/2019.

b) Recommending an award on RQ43028 and enter into a contract with The Legal AID Society of Cleveland in the amount not to-exceed \$30,000.00 for fair housing services for Cuyahoga County homeowners for the period 6/1/2018 – 5/31/2019.

Funding Source: Community Development Block Grant

Sara Jackson, Department of Development, presented. Nan Baker asked for clarification on whether services provided for under this contract overlap with the services covered under the contract approved in the previous item BC2018-491. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-492 was unanimously approved.

BC2018-493

Department of Development,

a) Submitting an RFP exemption, which will result in a payment to Engage! Cleveland in the amount of \$1,000.00 for sponsorship of the Cleveland Young Professionals Week Event for the period 6/23/2018 – 6/30/2018.

b) Recommending a payment to Engage! Cleveland in the amount of \$1,000.00 for sponsorship of the Cleveland Young Professionals Week Event for the period 6/23/2018 – 6/30/2018.

Funding Source: General Fund

Sara Jackson, Department of Development, presented. There were no questions. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-493 was unanimously approved.

BC2018-494

Department of Information Technology, recommending an award on RQ41728 and enter into a contract with Endicott, Microfilm, Inc. (7-2) in the amount not-to-exceed \$499,865.84 for County-wide maintenance on Kodak scanners for the period 7/30/2018 - 7/29/2020.

Funding Source: General Fund

Dennis Sullivan, Department of Information Technology, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-494 was unanimously approved.

BC2018-495

Department of Information Technology,

a) Submitting an RFP exemption on RQ43062, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$35,850.00 for the purchase of (75) IGEL America UD3-W10 4GB RAM and 32GB SSD Virtual Desktop Infrastructure Thin Client Computers.

b) Recommending an award on RQ43062 to MNJ Technologies Direct, Inc. in the amount not-to-exceed \$35,850.00 for the purchase of (75) IGEL America UD3-W10 4GB RAM and 32GB SSD Virtual Desktop Infrastructure Thin Client Computers.

Funding Source: \$16,491.00 Health and Human Services Levy and \$19,359.00 Federal Funding

Dennis Sullivan, Department of Information Technology and Daniel Basta, Division of Children and Family Services, presented. Nan Baker inquired about the types of training that will be provided for Health and Human Services agencies at the Westshore training facility. Armond Budish motioned to approve the item; Nan Baker seconded. Item BC2018-495 was unanimously approved.

BC2018-496

Fiscal Department, recommending an award on RQ43118 and enter into an agreement with Cuyahoga Community College in the amount not-to-exceed \$9,480.00 for rental of meeting space and related services for FY2018 Sexennial Appraisal Informal Taxpayer Conferences for the period 8/3/2018 – 8/22/2018.

Funding Source: Real Estate Assessment Fund

Lisa Rocco, Fiscal Department, presented. Dale Miller commented on the importance and value of holding these conferences for taxpayers. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-496 was unanimously approved.

BC2018-497

Department of Public Safety and Justice Services, recommending an award on RQ41732 and enter into a contract with Aladtec, Inc. in the amount not-to-exceed \$4,990.00 for a Cloud-based On-line Scheduling System and support and maintenance services for the period 7/31/2018 – 7/30/2020.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-497 was unanimously approved.

BC2018-498

Department of Public Safety and Justice Services/Witness Victim, requesting authority to apply for and accept grant funds in the amount of \$221,818.00 from State of Ohio, Office of the Attorney General for the Victims of Crime Act Felony Coordinator Program in connection with the FY2019 Crime Victims Assistance Program Grant for the period 10/1/2018 – 9/30/2019.

Funding Source: Victims of Crime Act Felony Coordinator Program Grant 80% and 20% Health and Human Services Levy

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-498 was unanimously approved.

BC2018-499

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, recommending an award on RQ43080 and enter into an agreement with East Cleveland School District in the amount not-to-exceed \$110,950.00 for school-based/community-based Closing the Achievement Gap Program services for the period 7/31/2018 – 12/31/2018.

Funding Source: Health and Human Services Levy

Robin Martin, Family and Children First Council, presented. Nan Baker asked why this contract is only for 5 months and not an entire school year; asked if the next contract will be for an entire year at same level of funding; asked what grade levels are being served and whether students will still require services after the contract term has expired; and asked for clarification on whether the funding requested is for 5 months or 12 months. Armond Budish motioned to approve the item; Michael Dever seconded. Item BC2018-499 was unanimously approved.

BC2018-500

Department of Health and Human Services/Division of Senior and Adult Services,

a) Submitting an RFP exemption on RQ43126, which will result in an award recommendation to Blue Chip Broadcasting LTD dba Radio One – WZAK 93.1 FM and WJMO 1490 AM in the amount not-to-exceed \$995.00 for marketing and advertisement services in connection with the Annual Senior “Movie Day Event” for the period 7/30/2018 – 8/9/2018.

b) Recommending an award on RQ43126 to Blue Chip Broadcasting LTD dba Radio One – WZAK 93.1 FM and WJMO 1490 AM in the amount not-to-exceed \$995.00 for marketing and advertisement services in connection with the Annual Senior “Movie Day Event” for the period 7/30/2018 – 8/9/2018.

Funding Source: Health and Human Services Levy

Daniel Basta, on behalf of the Division of Senior and Adult Services, presented. Dennis Kennedy asked what featured presentation will be viewed at the event. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-500 was unanimously approved.

BC2018-501

Department of Health and Human Services/Division of Senior and Adult Services,

a) Submitting an RFP exemption on RQ43196, which will result in an award recommendation to IdeaStream dba WCPN 90.3 and WCLV 104.9 in the amount not-to-exceed \$990.00 for marketing and advertisement services in connection with the Annual Senior "Movie Day Event" for the period 8/2/2018 – 8/7/2018.

b) Recommending an award on RQ43196 to IdeaStream dba WCPN 90.3 and WCLV 104.9 in the amount not-to-exceed \$990.00 for marketing and advertisement services in connection with the Annual Senior "Movie Day Event" for the period 8/2/2018 – 8/7/2018.

Funding Source: Health and Human Services Levy

Daniel Basta, on behalf of the Division of Senior and Adult Services, presented. Trevor McAleer asked if the radio advertisers are providing the reading of the movie event or if there is a voiceover. Mr. McAleer also commented that he is not sure but there may be a benefit in having someone provide the responsive for future events to possibly increase attendance. Armond Budish motioned to approve the item; Dale Miller seconded. Item BC2018-501 was unanimously approved.

C – Exemptions

BC2018-502

Sheriff's Department, recommending to amend Board Approval No. BC2018-121 dated February 20, 2018, which authorized an alternate procurement process to release an RFP limiting competition to accredited local Universities and Colleges in Northeastern Ohio for a study of the Prison Rape Elimination Act (PREA) Program in connection with the FY2015 Prison Rape Elimination Act Grant, by changing the amount not-to-exceed from \$30,000.00 to \$43,389.12.

Funding Source: FY2015 PREA Grant

Laura Simms, Sheriff's Department, presented. There were no questions. Armond Budish motioned to approve the item; Trevor McAleer seconded. Item BC2018-502 was unanimously approved.

The following item was held at the request of the Department.

BC2018-503

~~Court of Common Pleas/Corrections Planning Board, submitting an RFP exemption on RQ42560, which will result in an award recommendation to Passages Connection Fathers and Sons, Inc. in the amount not-to-exceed \$860,707.39 for implementation of the Cognitive Behavioral Interventions and Job Placement for Probationers Project for the period 4/1/2018 – 6/30/2019.~~

~~Funding Source: FY2018-2019 Justice Reinvestment Incentive Grant~~

D– Consent Agenda

Dale Miller referred to Item No. BC2018-506 and asked whether fewer employees could attend a travel related event hosted by the National Association of Criminal Defense Lawyers and share the information with remaining staff after training is complete. There were no further questions on the consent agenda items. Armond Budish motioned to approve items BC2018-504 through -507; Dale Miller seconded, the consent agenda items were unanimously approved.

BC2018-504

Department of Public Safety and Justice Services/Witness Victim, requesting authority to apply for and accept grant funds from State of Ohio, Office of the Attorney General/Crime Victims Assistant and Prevention Section in the amount of \$15,030.00 for the Juvenile Court Advocacy Project in connection with the Victims of Crime Act and State Victims Assistance Act Grant Program for the period 10/1/2018 – 9/30/2019.

Funding Source: FY2019 Victims of Crime Act and State Victims Assistance Act Grant Program

BC2018-505

Department of Development, Presenting Homeowner Rehabilitation Loans for the week of 7/30/2018

Homeowner Rehabilitation Loan

<i>Funding Source</i>	<i>Type</i>	<i>Homeowner Name</i>	<i>City</i>	<i>Loan Amount</i>	<i>Term</i>	<i>Work to be completed</i>	<i>Taxes current as of</i>
<i>CDBG</i>	<i>Senior Deferred</i>	<i>Kathleen Krizman</i>	<i>Richmond Heights</i>	<i>\$9,525.00</i>	<i>N/A</i>	<i>replacing front and rear steps and removing and replacing tub with shower</i>	<i>6/14/2018</i>

Homeowner Rehabilitation Loan

<i>Funding Source</i>	<i>Type</i>	<i>Homeowner Name</i>	<i>City</i>	<i>Loan Amount</i>	<i>Term</i>	<i>Work to be completed</i>	<i>Taxes current as of</i>
<i>CDBG</i>	<i>Senior Deferred</i>	<i>Mary Hall</i>	<i>Garfield Heights</i>	<i>\$21,030.00</i>	<i>N/A</i>	<i>For Lead work in connection with the Lead Program</i>	<i>6/14/2018</i>

Fiscal Office, Presenting Proposed Travel Requests for the week of 7/30/2018

Department	Travel Request						Funding Source
	Staff	Event	Host	Dates of Travel	Location	Expenses	
Department of Health and Human Services – Division of Children and Family Services	Shuofen Li	A Seminar entitled “Attachment and Biobehavioral Catch-up Training”	Attachment and Biobehavioral Catch-Up	7/22/-7/25/2018	Newark, DE	**Airfare - \$406.95 *Lodging - \$584.24 *Meals - \$120.00 *Rental Car - \$280.00 *Tolls - \$50.00 Total - \$1,441.19	Health and Human Services Levy (70%); Title IV-E (30%)

*Staff reimbursement

**Airfare will be covered by a contract with the County’s Travel Vendor – (\$406.95)

Purpose:

The Attachment and Biobehavioral Catch-up (ABC) Intervention is a training program for caregivers of young children who have experienced early adversity, such as maltreatment or extended separations from their Caregiver. Attendance at this seminar will provide the attendee necessary training in ABC.

This training is mandatory for the attendee’s employment.

Department	Travel Request						Funding Source
	Staff	Event	Host	Dates of Travel	Location	Expenses	
Public Defender's Office	12 Staff	A Seminar entitled "Making the Case for Life Seminar"	National Association of Criminal Defense Lawyers (NACDL)	9/12/-9/14/2018	Memphis, TN	*Registration- \$2,748.00 ***Airfare - \$2,845.50 **Mileage - \$700.55 **Lodging - \$5,390.00 **Ground Transportation - \$275.00 **Parking - \$75.00 **Meals - \$1,320.00 Total - \$13,354.05	General Fund

**Paid to the Host*

*** Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$2,845.50)*

List of Attendees:

Valerie Arbie-McClelland, Joseph Buckley, Erika Cunliffe, Jason Haller, Linda Hricko, David Magee, Christopher Maher, Zachary Moore, Noelle Powell, Mark Stanton, William Thompson, Therese Webb

Purpose:

The Seminar is designed to help capital defenders identify and confront issues of racial bias in the courts, the law enforcement community, by prosecutors, and even within the defense team. Participants will not only leave this program equipped with the tools to confront and attack racial bias in death penalty cases, but will also hear cutting-edge presentations regarding pretrial investigations, new perspectives on discovering the story of the client and mitigation evidence. Attendees will learn from seasoned capital trial lawyers, nationally-known law professors, and jury consultants, who will offer their personal perspectives, advice, and proven strategies for making the best case for life.

BC2018-507

Office of Procurement & Diversity, presenting proposed purchases for the week of 7/30/2018

<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>
<i>IS-18-43211</i>	<i>Purchase (2) Microsoft Project Professional Subscriptions for Department of Human Resources</i>	<i>Department of Information Technology</i>	<i>Dell Marketing LP</i>	<i>\$971.52</i>	<i>General Fund</i>
<i>JA-18-43069</i>	<i>Personal chemical detector monitors for HazMat teams</i>	<i>Department of Public Safety and Justice Services</i>	<i>Safeware, Inc.</i>	<i>\$6,487.85</i>	<i>FY2016 Urban Area Security Initiative Grant</i>
<i>CT-18-42963</i>	<i>Portable toilet rentals for Veterans Memorial Bridge and Subway Tour</i>	<i>Department of Public Works</i>	<i>United Rentals</i>	<i>\$650.00</i>	<i>Road and Bridge Fund</i>
<i>CT-18-43022</i>	<i>Parts and labor for laundry equipment at various County buildings</i>	<i>Department of Public Works</i>	<i>Belenky</i>	<i>Not-to-exceed \$24,500.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-18-43117</i>	<i>Purchase wheel balancer for vehicle servicing for Brookpark Yard</i>	<i>Department of Public Works</i>	<i>Lakefront Automotive Parts</i>	<i>\$1,879.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-18-43127</i>	<i>Various commercial building supplies</i>	<i>Department of Public Works</i>	<i>Sutton Industrial Hardware & Tool Rental</i>	<i>Not-to-exceed \$5,000.00</i>	<i>Road and Bridge Fund</i>
<i>CT-18-43130</i>	<i>Various commercial building supplies</i>	<i>Department of Public Works</i>	<i>Airgas USA, LLC</i>	<i>Not-to-exceed \$7,000.00</i>	<i>Road and Bridge Fund</i>
<i>CT-18-43131</i>	<i>Various commercial building supplies</i>	<i>Department of Public Works</i>	<i>Industrial Safety Products</i>	<i>Not-to-exceed \$8,000.00</i>	<i>Road and Bridge Fund</i>
<i>CT-18-43132</i>	<i>Various commercial building supplies</i>	<i>Department of Public Works</i>	<i>HD Supply White Cap Construction Supply</i>	<i>Not-to-exceed \$3,000.00</i>	<i>Road and Bridge Fund</i>
<i>CT-18-43167</i>	<i>Stove hood cleaning for Jail Kitchen</i>	<i>Department of Public Works</i>	<i>A Bee C Service Inc. dba Service-Tech Corp.</i>	<i>\$925.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-18-43168</i>	<i>Sawzall saw kit and blades for Cleveland Police Headquarters Building</i>	<i>Department of Public Works</i>	<i>Phillips Contractors Supply, LLC</i>	<i>\$651.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-18-43178</i>	<i>Purchase tile for Bedford Jail</i>	<i>Department of Public Works</i>	<i>Daltile</i>	<i>\$560.58</i>	<i>General Fund – Capital Projects</i>

CT-18-43185	(4) Executive high-back leather chairs for Sanitary Engineer	Department of Public Works	Independence Business Supply	\$871.68	Sanitary Sewer Fund
CT-18-43204	Business reply envelopes for Board of Elections	Department of Public Works	Millcraft Paper Company	\$952.50	General Fund – Internal Service Fund
CT-18-43206	Printed envelopes for Protection Orders for Sheriff's Department	Department of Public Works	Western States Envelope and Label	\$582.75	General Fund – Internal Service Fund
CT-18-43210	Legal notice: Olmsted Township Transportation Livable Community Initiatives for Fitch Road and Cook Road Sidewalk Project	Department of Public Works	Plain Dealer	Not-to-exceed \$1,500.00	Road and Bridge
CT-18-43212	Ready mix concrete for Road and Bridge	Department of Public Works	Tech Ready Mix	Not-to-exceed \$24,500.00	Road and Bridge Fund
ST-18-43190	Repairs to Unit S-470 for Sanitary Engineer	Department of Public Works	Southeastern Company	\$1,683.26	Sanitary Sewer Fund
SA-18-43072	Refreshments and related services for Senior Movie Day participants	Division of Senior and Adult Services	Playhouse Square Foundation	\$4,525.00	Health and Human Services Levy Fund
CR-18-42660	Zebra labels for Histology Lab	Medical Examiner's Office	Shamrock Scientific	\$559.28	General Fund
CR-18-43160	Purchase (1) replacement refrigerator for staff in Autopsy Department	Medical Examiner's Office	Lowe's Home Center	\$569.05	General Fund
SH-18-42978	Rubbermaid carts for Jail Kitchen	Sheriff's Department	WB Mason Company	\$661.10	General Fund
SH-18-43032	Plastic cups for Psychiatric Unit at Jail	Sheriff's Department	The Joneszylon Company	\$938.99	General Fund
TR-18-42841	Printing of Escrow (Easy Pay) Coupons and ACH Debit Letters for 2 nd half 2018 and 1 st half 2019 Tax Collection	Treasurer's Office	Midwest Presort Mailing Services dba Midwest Direct	Not-to-exceed \$13,202.03	Delinquent Tax Assessment Collection

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CR-18-43067	Toxicology testing*	Medical Examiner's Office	National Medical Services dba NMS Labs	\$12,017.00	Medical Examiner's Office Lab Fund

*Alternate procurement process to make award recommendations to various providers in the total amount not-to-exceed \$375,000.00 for outside toxicology testing services for the period 6/1/2017 – 5/31/2020 for the following

vendors: Axis Forensic Toxicology, Inc., Cleveland Clinic, National Medical Services dba NMS Labs, Ohio State Highway Patrol and University Hospital approved by Board of Control Approval No. BC2017-629 dated 8/28/2017.

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>
None					

VI – PUBLIC COMMENT

There was no public comment

VII – ADJOURNMENT

Armond Budish motioned to adjourn; Michael Dever seconded. The motion to adjourn was unanimously approved at 11:35 a.m.