

## Minutes

Cuyahoga County Board of Control  
Monday, January 28, 2019 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 11:02 a.m.

#### Attending:

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

### II – REVIEW MINUTES – 1/22/2019

Dennis Kennedy motioned to approve the minutes from the January 22, 2019 meeting; Trevor McAleer seconded. The minutes were unanimously approved as written.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV- CONTRACTS AND AWARDS

#### A. – Tabled Items

#### B. – New Items for Review

##### BC2019-74

Department of Public Works, recommending an award on RQ42097 and enter into a contract with Glaus, Pyle, Schomer, Burns & Dehaven, Inc. dba GPD Group (20 - 9) in the amount not-to-exceed \$346,139.00 for professional engineering and design services in connection with the rehabilitation of Warrensville Center Road Bridges Nos. 05.92 East and 05.92 West over the Greater Cleveland Regional Transit Authority Rapid Transit tracks in the City of Shaker Heights.

Funding Source: Road and Bridge Fund

Nichole English, Department of Public Works, presented. There were no questions. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-74 was unanimously approved.

BC2019-75

Department of Workforce Development, recommending an award on RQ43493 and enter into a contract with Growth Transitions, Inc. dba Maher & Maher (36 – 7) in the amount not-to-exceed \$175,000.00 for Workforce Innovation and Opportunities Act Consultant Services for the period 2/1/2019 – 12/31/2019.  
Funding Source: WIOA Federal Funds

Frank Brickner, Department of Workforce Development, presented. Dennis Kennedy asked if the recommended vendor was the low bidder and what were the amounts of the other bids submitted; asked if bidders could submit on individual components of the Request for Proposals and asked Leora Lockett, Director, Office of Procurement and Diversity to provide the amounts for the other bids submitted. Trevor McAleer asked what the approximate amount of the lowest bid submitted was. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-75 was unanimously approved.

BC2019-76

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption on RQ44020, which will result in an award recommendation to Case Western Reserve University, on behalf of the Begun Center for Violence Prevention, Mandel School of Applied Sciences in the amount not-to-exceed \$75,050.00 for evaluation services of the Juvenile Drug Treatment Court Program for the period 10/1/2018 – 9/30/2021.

b) Recommending an award on RQ44020 enter into a contract with Case Western Reserve University, on behalf of the Begun Center for Violence Prevention, Mandel School of Applied Sciences in the amount not-to-exceed \$75,050.00 for evaluation services of the Juvenile Drug Treatment Court Program for the period 10/1/2018 – 9/30/2021.

Funding Source: Office of Juvenile Justice and Delinquency Prevention Grant

Sarah Baker, Juvenile Court Division, presented. There were no questions. Dennis Kennedy motioned to approve the item; Michael Dever seconded. Item BC2019-76 was unanimously approved.

BC2019-77

Court of Common Pleas/Juvenile Court Division,

a) Submitting an RFP exemption on RQ43913, which will result in an award recommendation to Case Western Reserve University, on behalf of the Begun Center for Violence Prevention, Mandel School of Applied Sciences in the amount not-to-exceed \$15,000.00 for evaluation services of the Targeted RECLAIM Program for the period 2/1/2019 – 6/30/2019.

b) Recommending an award on RQ43913 and enter into a contract with Case Western Reserve University, on behalf of the Begun Center for Violence Prevention, Mandel School of Applied Sciences in the amount not-to-exceed \$15,000.00 for evaluation services of the Targeted RECLAIM Program for the period 2/1/2019 – 6/30/2019.

Funding Source: Targeted RECLAIM

Sarah Baker, Juvenile Court Division, presented. There were no questions. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-77 was unanimously approved.

BC2019-78

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

a) Submitting an RFP exemption on RQ44597, which will result in an award recommendation to Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Community Outreach Navigator services to seniors and adults with disabilities within faith-based communities throughout Cuyahoga County for the period 2/1/2019 – 12/31/2019.

b) Recommending an award on RQ44597 and enter into a contract with to Cleveland Clergy Alliance in the amount not-to-exceed \$300,000.00 for Community Outreach Navigator services to seniors and adults with disabilities within faith-based communities throughout Cuyahoga County for the period 2/1/2019 – 12/31/2019.

Funding Source: Health and Human Services Levy Fund

Paul Porter, Division of Senior and Adult Services, presented. Trevor McAleer asked for confirmation that this is a new project that was presented in 2017 and is being paid from the 2019 budget and asked if there are goals and objectives included in the contract to measure program success. Dennis Kennedy asked if this is a new agency that has filed a W-9 with the County; asked if billing will occur on a monthly basis and if this contract is in a not-to-exceed amount rather than a fixed amount. Dennis Kennedy motioned to approve the item; Joseph Nanni seconded. Item BC2019-78 was unanimously approved.

#### C. – Exemptions

BC2019-79

Court of Common Pleas/Juvenile Court Division, recommending an alternate procurement process in the anticipated amount not-to-exceed \$475,000.00 to provide the option to make monthly, recurring food purchases for youth in the Detention Center for the period 2/1/2019 – 12/31/2019.

Funding Source: General Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Dennis Kennedy motioned to approve the item; Michael Dever seconded. Item BC2019-79 was unanimously approved.

#### D. – Consent Agenda

Joseph Nanni referred to Item No. BC2019-85, Proposed Purchases, Requisition No. IS-19-44380 and asked when the initial request to purchase the equipment was made. There were no further questions on the consent agenda items. Dennis Kennedy motioned to approve items BC2019-80 through -85; Michael Dever seconded, the consent items were unanimously approved.

BC2019-80

Department of Public Works, submitting an LPA Agreement with Ohio Department of Transportation in connection with the replacement of Memphis Avenue Bridge No. 00.62 over the CSXT Railroad in the City of Brooklyn.

Funding Source: 20% with County Road and Bridge Fund, 80% Federal Funds

**BC2019-81**

Department of Information Technology, submitting an amendment to Contract No. CE1800316 with Northwoods Consulting Partners, Inc. to convert images from the OnBase System to the statewide Enterprise Document Management System (EDMS) for the period 8/13/2018 - 12/31/2018 to extend the time period to 3/31/2019; no additional funds required.

Original Funding Sources: 46% Health and Human Services Levy Fund and 54% State & Federal Reimbursement

**BC2019-82**

Department of Human Resources, submitting an amendment to Contract No. CE1200225 with The Archer Company, LLC for Classification and Compensation Analysis services for the period 6/1/2012 – 12/31/2018 to extend the time period to 12/31/2019; no additional funds required.

Original Funding Source: General Fund

**BC2019-83**

Cuyahoga County Law Library Resources Board, requesting authority to submit a grant application to the Statewide Consortium of County Law Library Resources Boards to receive a 25% credit off of the 2% dues, which are due to the Consortium for FY2019 dues.

Funding Source: Statewide Consortium of County Law Library Resources

BC2019-84

Fiscal Office, Presenting Proposed Travel Requests for the week of 1/28/2019

| <i>Travel Requests</i>   |   |   |  |                        |                         |  |  |
|--|---|---|--|------------------------|-------------------------|--|--|
| <i>Department</i>  | <i>Staff</i>  | <i>Event</i>  | <i>Host</i>  | <i>Dates of Travel</i> | <i>Location</i>         | <i>Expenses</i>  | <i>Funding Source</i>  |
| <i>Department of Health and Human Services – Division of Job and Family Services</i> | <i>(2 Staff)<br/>Jeffrey Bloom<br/>Tiffany Dobbin-Brazelton</i> | <i>A forum entitled “2019 National Child Support Enforcement Agency (NCSEA) Policy Forum”</i> | <i>National Child Support Enforcement Agency (NCSEA)</i> | <i>2/7-2/9/2019</i>    | <i>Washington, D.C.</i> | <i>***Airfare - \$595.60</i><br><i>**Registration Fees - \$1,340.00</i><br><i>**Lodging- \$990.96</i><br><i>**Meals - \$224.00</i><br><i>**Ground Transportation- \$100.00</i><br><i>**Parking – \$80.00</i><br><i>**Baggage- \$50.00</i><br><br><i>Total - \$3,380.56</i> | <i>Title IV-D - 66%</i><br><br><i>Health and Human Services Levy - 34%</i> |

**\*\*Staff reimbursement**

**\*\*\*Airfare will be covered by a contract with the County’s Travel Vendor – (\$595.60)**

**Purpose:**

*The National Child Support Enforcement Agency (NCSEA) Policy Forum is dedicated to the policies and issues influencing the child support program at the national, state, and local levels. The forum will focus on how the child support program impacts families living in poverty, policies that help the program reach more families, and national trends for better supporting families and lifting children out of poverty more effectively.*

| Travel Requests                |   |  |  |                     |               |  |   |
|--------------------------------|---|--|--|---------------------|---------------|--|---|
| Department                     | Staff   | Event  | Host   | Dates of Travel     | Location      | Expenses   | Funding Source  |
| Office of the Medical Examiner | (7 Staff)<br><br>Thomas Gilson, M.D.<br><br>Luigino Apollonio, PhD<br><br>Cassandra Clyde<br><br>Erica Armstrong, M.D.<br><br>Erin Worrell<br><br>Nasir Butt, M.D.<br><br>Todd Barr, M.D. | A meeting entitled "American Academy of Forensic Sciences (AAFS) 71 <sup>st</sup> Annual Scientific Meeting" | American Academy of Forensic Sciences (AAFS) | 2/16/-<br>2/23/2018 | Baltimore, MD | ***Airfare-<br>\$1,484.06<br><br>**Registration-<br>\$4,020.00<br><br>**Lodging-<br>\$7,083.20<br><br>**Meals -<br>\$2,048.00<br><br>**Ground Transportation-<br>\$388.60<br><br>**Mileage -<br>\$702.70<br><br>**Parking-<br>\$150.00<br><br>**Baggage-<br>\$180.00<br><br><b>Total –<br/>\$16,056.56</b> | 2018 Paul Coverdell Grant--<br>77%<br><br>General Fund--<br>23% |

\*\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$1,484.06)

\*\*Staff reimbursement

Note -Mileage for two attendees (Thomas Gilson, M.D. & Todd Barr, M.D.), traveling by personal vehicle capped at estimated airfare.

-Two attendees (Erica Armstrong, M.D. & Erin Worrell), not seeking reimbursement for air travel booked individually.

Purpose:

The American Academy of Forensic Sciences (AAFS) is committed to the promotion of education and the elevation of accuracy, precision, and specificity in the forensic sciences. The annual scientific meeting presents the most current information, research, and updates in expanding field of forensic science and provides opportunity for continuing education credits to attendees as well.

| <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-19-44380</i>   | <i>(3) New HP EliteBook 850 G5 Notebooks, docking stations and related accessories for Department of Human Resources</i> | <i>Department of Information Technology</i>             | <i>Diltex Inc.</i>             | <i>\$3,493.89</i>                | <i>Self-Insurance Fund - Benefits Administration</i> |
| <i>IS-19-44390</i>   | <i>(8) New HP ProDisplay LED LCD monitors and (9) New HP Keyboard mouse bundles for Emergency Operations Center</i>      | <i>Department of Information Technology</i>             | <i>Gov Connection, Inc.</i>    | <i>\$1,000.50</i>                | <i>General Fund</i>                                  |
| <i>JA-19-44420</i>   | <i>Legal notice: Ohio Regional 2 Water Rescue Towfish Sonar bid</i>  | <i>Department of Public Safety and Justice Services</i> | <i>Plain Dealer</i>            | <i>Not-to-exceed \$800.00</i>    | <i>FY2017 Urban Area Security Initiative Grant</i>   |
| <i>CT-19-44527</i>   | <i>Rotary hammer and drill bit for various repairs and maintenance</i>   | <i>Department of Public Works</i>                       | <i>Hilti, Inc.</i>             | <i>\$1,164.67</i>                | <i>Road and Bridge Fund</i>                          |
| <i>CT-19-44605</i>   | <i>Masonry supplies and tools for repairs and projects at various County buildings</i>                                   | <i>Department of Public Works</i>                       | <i>Bruder, Inc.</i>            | <i>Not-to-exceed \$15,000.00</i> | <i>General Fund – Internal Service Fund</i>          |
| <i>CT-19-44704</i>   | <i>Replacement electric door strikes for access control at Justice Center</i>  | <i>Department of Public Works</i>                       | <i>ADI Global Distribution</i> | <i>\$859.98</i>                  | <i>General Fund – Internal Service Fund</i>          |
| <i>CR-19-44259</i>   | <i>(8) Seagate Backup Plus 4 TB hard drives – USB 3.0 for Drug Chemistry Lab</i>   | <i>Medical Examiner's Office</i>                        | <i>CDW Government</i>          | <i>\$904.00</i>                  | <i>Medical Examiner's Crime Lab Fund</i>             |
| <i>CR-19-44669</i>   | <i>Gloves for Autopsy Lab</i>  | <i>Medical Examiner's Office</i>                        | <i>Airgas USA, LLC</i>         | <i>\$638.00</i>                  | <i>General Fund</i>                                  |
| <i>SH-19-44418</i>   | <i>Scouring pads for cleaning of Jail</i>  | <i>Sheriff' Department</i>                              | <i>Astro Supply</i>            | <i>\$1,295.00</i>                | <i>General Fund</i>                                  |
| <i>SH-19-44427</i>   | <i>Mattress covers and sheets for inmates</i>  | <i>Sheriff' Department</i>                              | <i>ICS Jail Supplies, Inc.</i> | <i>\$7,433.55</i>                | <i>General Fund</i>                                  |
| <i>SH-19-44429</i>   | <i>Pressure washers for cleaning of Jail</i>   | <i>Sheriff' Department</i>                              | <i>Astro Supply</i>            | <i>\$3,701.15</i>                | <i>General Fund</i>                                  |
| <i>SH-19-44476</i>   | <i>Taser training and issue supplies for new Deputy hires for Law Enforcement Training Division</i>                      | <i>Sheriff' Department</i>                              | <i>Pro-Tech Security Sales</i> | <i>\$237.50</i>                  | <i>General Fund</i>                                  |
| <i>SH-19-44476</i>   | <i>Taser training and issue supplies for new Deputy hires for Law Enforcement Training Division</i>                      | <i>Sheriff' Department</i>                              | <i>Vance Outdoors</i>          | <i>\$994.50</i>                  | <i>General Fund</i>                                  |

Items/Services Received and Invoiced but not Paid:

| Requisition # | Description   | Department                                       | Vendor Name                            | Total       | Funding Source  |
|---------------|---|--|--|-------------|---|
| JA-19-44662   | Reimbursement of eligible overtime and back-fill expenses for participation in the Hazardous Materials Technician Training* | Department of Public Safety and Justice Services | City of Westlake                       | \$1,154.64  | FY2016 State Homeland Security Grant Program              |
| CF-19-44710   | Post Adoption Special Services Subsidy: The Listening Program**   | Division of Children and Family Services         | The Vision Development Team            | \$1,754.96  | 70% Health and Human Services Levy Fund<br>30% Title IV-E |
| CF-19-44705   | Post Adoption Special Services Subsidy: Residential services**  | Division of Children and Family Services         | Bellefaire JCB                         | \$14,518.46 | 70% Health and Human Services Levy Fund<br>30% Title IV-E |
| CF-19-44712   | Post Adoption Special Services Subsidy: Residential services**  | Division of Children and Family Services         | The Village Network                    | \$5,747.76  | 70% Health and Human Services Levy Fund<br>30% Title IV-E |
| CR-19-44682   | Toxicology testing***   | Medical Examiner's Office                        | National Medical Services dba NMS Labs | \$3,946.00  | Medical Examiner's Office Lab Fund                        |

\*Alternate procurement process and exemption from aggregation for reimbursement of eligible overtime and back-fill expenses to communities for specialized grant-funded training and exercise events for the period 7/23/2018 – 7/22/2023 approved by Board of Control Approval No. BC2018-482 dated 7/23/2018.

\*\* Alternate procurement process to authorize payments to various providers for Post Adoption Special Services Subsidy (PASSS) consisting of counseling, respite and residential treatment services for the period 4/15/2018 – 4/14/2021 approved by Board of Control Approval No. BC2018-255 dated 4/23/2018.

\*\*\*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)

| Requisition # | Description | Department | Vendor Name | Total | Funding Source |
|---------------|-------------|------------|-------------|-------|----------------|
| None          |             |            |             |       |                |



V – OTHER BUSINESS

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Dennis Kennedy motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11:19 a.m.