

Minutes

Cuyahoga County Board of Control
Monday, April 1, 2019 11:00 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I – CALL TO ORDER

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

Attending:

Maggie Keenan, Director, Office of Budget and Management (Alternate for Armond Budish)
Councilman Dale Miller
Councilwoman Nan Baker
Joseph Nanni, County Council (Alternate for Dan Brady)
Angela Rich, Assistant Fiscal Officer, Fiscal Office (Alternate for Dennis Kennedy)
Michael Dever, Director, Department of Public Works
Lenora Lockett, Director, Office of Procurement & Diversity

II – REVIEW MINUTES – 3/25/2019

Maggie Keenan motioned to approve the minutes from the March 25, 2019 meeting; Dale Miller seconded. The minutes were approved as written by majority vote with Nan Baker abstaining.

III – PUBLIC COMMENT

There was no public comment related to the agenda.

IV- CONTRACTS AND AWARDS

BC2019-254

Department of Public Works,

a) Submitting an RFP exemption on RQ44538, which will result in an award recommendation to Rush Truck Centers of Ohio, Inc. in the amount not-to-exceed \$138,929.00 for the purchase of (1) 2019 International HV507 SFA 4X2 Truck with Dump Body.

b) Recommending an award on RQ44538 to Rush Truck Centers of Ohio, Inc. in the amount not-to-exceed \$138,929.00 for the purchase of (1) 2019 International HV507 SFA 4X2 Truck with Dump Body.
Funding Sources: Road and Bridge Fund and Gas and License Fees

Thomas Pavich, Department of Public Works, presented. Nan Baker asked what will happen to the truck that is being replaced. Maggie Keenan motioned to approve the item; Joseph Nanni seconded. Item BC2019-254 was unanimously approved.

BC2019-255

Department of Public Works, recommending an award on RQ44314 to Liberty Ford, Inc. (13-2) in the amount not-to-exceed \$136,414.80 for the purchase of (4) New Never titled 2020 AWD Ford Utility Police Interceptors.

Funding Source: Internal Service Fund

Thomas Pavich, Department of Public Works, presented. Lenora Lockett responded to Mr. Pavich's question as it relates to the Office of Procurement & Diversity providing additional feedback as to the reason for the low response to the bids and indicated that the vendors contacted did not provide a response as to why they did not submit a bid. Maggie Keenan motioned to approve the item; Joseph Nanni seconded. Item BC2019-255 was unanimously approved.

BC2019-256

Department of Public Works, recommending an award on RQ44313 to Liberty Ford, Inc. (13-3) in the amount not-to-exceed \$75,642.00 for the purchase of (4) New Never titled 2019 Ford Fusion – S or Equivalent.

Funding Source: Internal Service Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked if the recommended vendor was the low bidder and how did the pricing from the other bidders compare. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-256 was unanimously approved.

BC2019-257

Department of Public Works, recommending an award on RQ44481 to L.F. Donnell Inc. (12 - 3) in the amount not-to-exceed \$66,893.00 for the purchase of (2) 2019 Ford F-250 Supercab 4x4 Pickup Trucks.

Funding Source: Road and Bridge Fund

Thomas Pavich, Department of Public Works, presented. Nan Baker asked for clarification as to why this item does not reflect the language that this purchase is for new and never titled vehicles, as listed in the 2 previously approved items. Dale Miller asked how the recommended vendor's pricing compares to the other bidders. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-257 was unanimously approved.

BC2019-258

Department of Public Works, recommending an award on RQ44315 to Valley Ford Truck, Inc. (13 - 3) in the amount not-to-exceed \$26,528.00 for the purchase of (1) 2019 Ford F-250 Regular Cab 4x2 Pickup Truck or equivalent.

Funding Source: General Fund – Internal Service Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Maggie Keenan motioned to approve the item; Joseph Nanni seconded. Item BC2019-258 was unanimously approved.

BC2019-259

Department of Information Technology, submitting an amendment to Contract No. CE1700055 with Svanaco, Inc. dba American Eagle.Com for implementation of the Sitefinity Web Content Case Management System for the period 3/31/2017 – 3/30/2019 to extend the time period to 6/28/2019; no additional funds required.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Nan Baker asked why there are no additional funds required for this extension of time and what will be the estimated costs through 6/28/2019 for this specific implementation. Maggie Keenan stated that historically, no cost amendments appeared on the consent agenda and the Office of Budget and Management has recommended that these begin to appear as regular agenda items; stated that the use of any unspent original funds should be discussed and brought to the Board for a vote rather than the money going back to respective balances, as it should not be assumed that unspent funds could be reallocated for other purposes without authorization. Ms. Baker expressed her appreciation for the recommendation as it will promote fiscal accountability. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-259 was unanimously approved.

BC2019-260

Department of Information Technology, submitting various amendments to Contract No. CE1600274 with Infor Public Sector, Inc. for information technology services and solutions for the Enterprise Resource Planning System for the period 10/27/2016 – 10/26/2021 to modify the scope of services, no additional funds required:

Scope modifications and effective dates

Amendment No. 17 – HR Data Conversion Range change, effective 6/28/2018.

Amendment No. 19 – Talent Acquisition Go Live change, effective 8/29/2018.

Amendment No. 21 – Enterprise Asset Management Wave 8 Implementation schedule revision, effective 9/04/2018.

Amendment No. 24 – adding Work Force Reports, Interfaces, Conversions and Extensions Items (Reporting Tool), effective 4/1/2019.

Amendment No. 26 – adding Workforce Management TEST Environment, effective 4/1/2019.

Funding Source: Original Contract - ERP General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked if these amendments will impact the Enterprise Resource Planning Project Contingency Fund or were there available funds in the Infor contract to cover these costs. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-260 was unanimously approved.

BC2019-261

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1500126 with Opex for licensing, support and maintenance on Model 72 AS7200i Scanner for the period 4/6/2015 - 4/5/2019 to extend the time period to 4/5/2021, to expand the scope of services by adding the Office of Child Support Services, effective 4/6/2019 and for additional funds in the amount not-to-exceed \$29,640.00.

Funding Source: Federal 54% and Health and Human Services 46%

Jeanelle Greene, Department of Information Technology on behalf of the Department of Health and Human Services/Cuyahoga Job and Family Services, presented. Nan Baker asked why Office of Child Support Services was not covered under the prior contract; asked if the additional funds requested are sufficient through 4/5/2021; and asked for clarification on the amount to add Office of Child Support Services to the contract for two years. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-261 was unanimously approved.

BC2019-262

Sheriff's Department, submitting various revenue generating agreements with the City of Cleveland in the total amount not-to-exceed \$68,000.00 for inmate housing services for various law enforcement agencies operating within the City of Cleveland:

a) In the amount not-to-exceed \$18,000.00 for the period 8/1/2018 – 11/30/2018.

b) In the amount not-to-exceed \$50,000.00 for the period 12/1/2018 – 11/30/2019.

1. Cleveland Clinic Foundation
2. Cleveland Municipal School District
3. Case Western Reserve University
4. University Hospitals
5. Cleveland State University
6. Cuyahoga Metropolitan Housing Authority
7. Cuyahoga Community College
8. University Circle Incorporated
9. MetroHealth System

Funding Source: Revenue Generating

Lauryn Harwell, Sheriff's Department, presented. Joseph Nanni asked if the agreement includes the average per diem rate per inmate. Nan Baker asked if the subsequent agreement will be submitted prior to the start date, if the services continue after the expiration of this agreement. Maggie Keenan motioned to approve the item; Joseph Nanni seconded. Item BC2019-262 was unanimously approved.

BC2019-263

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1400300 with The Legal Aid Society of Cleveland for juvenile educational legal services for the period 11/1/2014 - 10/31/2019 for additional funds in the amount not-to-exceed \$32,000.00.

Funding Source: **70%** - Health and Human Services Levy and **30%** - Title IV-E

Robert Math, Cuyahoga Job and Family Services on behalf of the Department of Health and Human Services/Division of Children and Family Services, presented. Joseph Nanni asked for clarification that there will be an in-house attorney from the Law Department dedicated to providing legal representation for families once this contract has ended and asked if there are there any potential conflicts with the agency while representing the child. Maggie Keenan clarified that the representation will only apply to educational matters for children in custody; and asked Lisa Averyhart, Law Department, if this new position will be added to the Law Department and will be working exclusively in the Department of Health and Human Services. Dale Miller asked why the County is not continuing with The Legal Aid Society of Cleveland and expressed his concern about increasing the existing heavy workload of the Law Department; and asked if there is the potential to save money by providing services in-house. Ms. Keenan indicated that she does not believe there will be the potential for savings as in-school legal services will include travel time and does not believe this approach is in our best interest. Nan Baker asked if this transition will occur at the end of the contract and is it the intention that funds in the contract will be utilized until exhausted. Mr. Nanni asked if this position with the Law Department was posted for this specific purpose. Ms. Keenan stated that the new attorney was hired specifically for the Division of Children and Family Services. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-263 was unanimously approved as amended.

BC2019-264

Department of Sustainability, recommending to amend Board Approval No. BC2019-243, dated 3/25/2019, which conditionally approved an award on RQ44908 and contract with Solar United Neighbors Corporation, as sole source, in the amount not-to-exceed \$25,000.00 for implementation and coordination of (2) solar Co-ops to provide solar energy outreach and training services to residents of Cuyahoga County for the period 3/25/2019 – 3/31/2020, by deleting the sole source termini and adding an RFP exemption as the procurement process:

a) Submitting an RFP exemption on RQ44908, which will result in an award recommendation to Solar United Neighbors Corporation in the amount not-to-exceed \$25,000.00 for implementation and coordination of (2) solar Co-ops to provide solar energy outreach and training services to residents of Cuyahoga County for the period 3/25/2019 – 3/31/2020.

b) Recommending an award on RQ44908 and enter into a contract with Solar United Neighbors Corporation in the amount not-to-exceed \$25,000.00 for implementation and coordination of (2) solar Co-ops to provide solar energy outreach and training services to residents of Cuyahoga County for the period 3/25/2019 – 3/31/2020.

Funding Source: Sustainability Projects Fund

Mike Foley, Director, Department of Sustainability, presented. Dale Miller asked why this was determined to be an RFP exemption rather than a sole source purchase. Lenora Lockett stated that the request submitted and presented by the department met the criteria for an RFP exemption and receipt of the sole source affidavit after the fact, does not comply with the County Code requirements as a sole source procurement process.

Mr. Miller asked if the sole source or RFP exemption process will be requested, if there is a subsequent contract. Ms. Lockett stated that a formal, full and open competitive process is always the preferred method and if that is not the case, then all options will be considered at that time. Nan Baker asked for clarification on what qualifies as a sole source provider and asked if this vendor meets that criteria. Ms. Lockett stated that the criteria for sole source includes the vendor certifying by affidavit that they are a sole source provider of the required service, as well as the department determining this is the only vendor that can meet the project's needs; and further stated that the services must be posted for 5 days to ensure that no other vendors come forward to contradict the vendor's claim of being a sole source provider. Ms. Baker recommended that the sole source process be used next time.

Ms. Lockett stated that if the department's request had met sole source criteria, it would have been presented as a sole source purchase on the agenda but had instead had been submitted as an RFP exemption; and indicated that briefings prepared by department's offer their perspective on the purchase but the caption on the agenda is the Office of Procurement & Diversity's proposal, as approved at the Executive Review Meeting, as to the actual requirements that were met.

Mr. Miller concurred with Ms. Baker's recommendation to use a sole source process next time. Dale Miller motioned to approve the item; Michael Dever seconded. Item BC2019-264 was unanimously approved.

BC2019-265

Department of Sustainability,

a) Submitting an RFP exemption, which will result in a payment to Cleveland 2030 District in the amount of \$5,000.00 for operational support to promote energy efficiency and conservation for the period 6/12/2019 – 5/31/2020.

b) Recommending a payment to Cleveland 2030 District in the amount of \$5,000.00 for operational support to promote energy efficiency and conservation for the period 6/12/2019 – 5/31/2020.

Funding Source: General Fund

Mike Foley, Director, Department of Sustainability, presented. Nan Baker asked for clarification on the funding source. Maggie Keenan explained that the funds are coming from the department's operating budget, which is the General Fund. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-265 was unanimously approved.

BC2019-266
County Council,

a) Submitting an RFP exemption, which will result in a payment to Milestones Autism Resources in the amount of \$50,000.00 for operational support for the Helpdesk Capacity Building Initiative for the period 4/1/2019 – 12/31/2019.

b) Recommending a payment to Milestones Autism Resources in the amount of \$50,000.00 for operational support for the Helpdesk Capacity Building Initiative for the period 4/1/2018 – 12/31/2019.
Funding Source: Health and Human Services Levy

Joseph Nanni, County Council, presented. There were no questions. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-266 was unanimously approved.

BC2019-267
County Council,

a) Submitting an RFP exemption, which will result in a payment to Spanish American Committee for a Better Community in the amount of \$50,000.00 for wrap around services for displaced individuals relocating to Cuyahoga County for the period 4/1/2019 – 12/31/2019.

b) Recommending a payment to Spanish American Committee for a Better Community in the amount of \$50,000.00 for wrap around services for displaced individuals relocating to Cuyahoga County for the period 4/1/2019 – 12/31/2019.
Funding Source: Health and Human Services Levy

Joseph Nanni, County Council, presented. Maggie Keenan asked if this payment is anticipated for next year. Maggie Keenan motioned to approve the item; Dale Miller seconded. Item BC2019-267 was unanimously approved.

C. – Exemptions

BC2019-268

Department of Public Safety and Justice Services, submitting an RFP exemption on RQ43107, which will result in an award recommendation to Motorola Solutions, Inc. in the amount not-to-exceed \$844,399.00 for the replacement and new installation of (21) surveillance cameras and mounting hardware for the Cleveland Shared Surveillance Camera Project and Video Management System in connection with the FY2016 and FY2017 Urban Area Security Initiative Grant Programs.
Funding Source: FY16 and FY17 Urban Area Security Initiative Grant Programs

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Maggie Keenan motioned to approve the item; Michael Dever seconded. Item BC2019-268 was unanimously approved.

D. – Consent Agenda

There were no questions on the consent items. Maggie Keenan motioned to approve items BC2019-269 through – 272; Joseph Nanni seconded, the consent items were unanimously approved.

BC2019-269

Office of Procurement & Diversity, recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E).

Funding Source: Revenue Generating

BC2019-270

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, requesting approval of a draw-down of funds from the Cleveland Foundation in the amount not-to-exceed \$1,087,750.00 for the Universal Pre-Kindergarten 2.0 Program for the period 1/1/2019 – 12/31/2019.

Funding Source: 100% Grant Funds from various donors through the Cleveland Foundation

BC2019-271

Fiscal Office presenting proposed Travel for the week of 4/1/2019

<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>Office of Procurement & Diversity</i>	<i>Edwin Nunez, and Cassandra Fulton</i>	<i>A conference entitled "B2G Now 2019 User Training"</i>	<i>B2G Now</i>	<i>5/20/- 5/24/2019</i>	<i>Scottsdale, Arizona</i>	<i>*Registration/Lodging/Transportation Package – \$3,310.58</i> <i>**Meals – \$240.00</i> <i>**Baggage- \$100.00</i> <i>***Airfare – \$1,114.00</i> <i>Total- \$4,764.58</i>	<i>General Fund</i>

**Paid to host*

***Staff reimbursement*

****Airfare will be covered by a contract with the County's Travel Vendor – (\$1,114.00)*

Purpose:

The B2G Now software program is utilized for data entry, reporting, and financial tracking related to contract compliance. The B2G Now 2019 User Training classes provide formal training; offering 40 intensive sessions to help users maximize knowledge of the software. The 2019 classes have been redesigned to be comprehensive and educational, with in-depth visualizations of system functionality that helps attendees sharpen their skills and abilities within the system.

	Travel Requests						
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Public Defender's Office	Zachary Moore	A conference entitled "2019 Holistic Defense & Leadership Conferences"	National Legal Aid & Defender Association (NLADA)	6/2/-6/4/2019	Baltimore, MD	*Registration Fees – \$425.00 **Lodging- \$344.19 **Meals - \$152.00 **Ground Transportation- \$70.00 ***Airfare - \$276.96 Total - \$1,268.15	General Fund- \$735.53 Ohio Public Defender- \$532.62

*Paid to the Host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$276.96)

As an operating cost, this travel is subject to 42% reimbursement by the Office of the Ohio Public Defender.

Purpose:

The Holistic Defense & Leadership Conferences offer innovations in management techniques and strategies with specific learning opportunities for public defenders to sharpen trial, appellate, and training skills. The four events will explore issues concerning holistic defense practice, social work and mitigation practice, diversity and inclusion.

BC2019-272

Office of Procurement & Diversity, presenting proposed purchases for the week of 4/1/2019

<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>CT-19-45177</i>	<i>Batteries for panels and alarms for Jail II</i>	<i>Department of Public Works</i>	<i>Mako Power</i>	<i>\$2,305.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-19-45202</i>	<i>Pipefitting supplies for various County buildings</i>	<i>Department of Public Works</i>	<i>Lakeside Supply Company</i>	<i>Not-to-exceed \$24,500.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-19-45249</i>	<i>Paper for voter registration cards for Board of Elections</i>	<i>Department of Public Works</i>	<i>Millcraft Paper Company</i>	<i>\$3,828.00</i>	<i>General Fund – Internal Service Fund</i>
<i>CT-19-45261</i>	<i>Presort mailing service</i>	<i>Department of Public Works</i>	<i>Midwest Direct</i>	<i>\$997.82</i>	<i>General Fund – Internal Service Fund</i>
<i>SH-19-45094</i>	<i>Handcuffs and restraint belts are for Court Tower Deputies</i>	<i>Sheriff's Department</i>	<i>Walter Stephens Jr., Inc.</i>	<i>\$1,049.00</i>	<i>General Fund</i>
<i>SH-19-45124</i>	<i>Ammunition for Law Enforcement</i>	<i>Sheriff's Department</i>	<i>Kiesler Police Supply</i>	<i>\$985.72</i>	<i>General Fund</i>
<i>SH-19-45172</i>	<i>Sponges for Jail cleaning</i>	<i>Sheriff's Department</i>	<i>Astro Supply</i>	<i>\$1,008.00</i>	<i>General Fund</i>

Items/Services Received and Invoiced but not Paid:

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None</i>					

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

<i>Requisition #</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
<i>None</i>					

V – OTHER BUSINESS

Additional Item

BC2019-273

Office of Procurement and Diversity, presenting proposed purchases for the week of 4/1/2019:

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
JC-19-45081	Bread – April	Juvenile Court	Gordon Food Service	\$4,663.99	General Fund
JC-19-45082	Milk – April	Juvenile Court	Borden Dairy Company of Ohio, LLC	\$5,672.00	General Fund
JC-19-45083	Canned fruit – April	Juvenile Court	Gordon Food Service	\$3,133.65	General Fund
JC-19-45084	Pork & beans – April	Juvenile Court	Gordon Food Service	\$2,665.36	General Fund
JC-19-45085	Lima beans – April	Juvenile Court	Gordon Food Service	\$7,584.54	General Fund
JC-19-45086	Dairy – April	Juvenile Court	Gordon Food Service	\$635.62	General Fund
JC-19-45087	Lunch meat – April	Juvenile Court	Gordon Food Service	\$314.46	General Fund
JC-19-45088	Meats – April	Juvenile Court	Gordon Food Service	\$4,081.20	General Fund
JC-19-45089	Produce – April	Juvenile Court	Gordon Food Service	\$5,158.73	General Fund

Lenora Lockett, Office of Procurement and Diversity, presented. There were no questions.

Maggie Keenan motioned to amend the agenda to consider the item; Dale Miller seconded. Maggie Keenan motioned to approve; Michael Dever seconded. Item BC2019-273 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Development, submitting a housing rehabilitation contract with American Builders and Applicators in the amount of \$1,300.00 for removal, disposal and replacement of front porch steps in connection with a homeowner rehabilitation loan to David and Judith Cichra for the period 1/24/2018 – 10/22/2018 (Board Approval No. BC2018-52).

Funding Source: Community Development Block Grant funds

Item No. 2

Department of Development, submitting a housing rehabilitation contract with MCM Home Services in the amount of \$21,030.00 for Lead work for the Lead Program in connection with a homeowner rehabilitation loan to Mary Hall for the period 10/23/2018 – 7/22/2019 (Board Approval No. BC2018-505).

Funding Source: Community Development Block Grant funds

Item No. 3

Department of Development, submitting a housing rehabilitation contract with Aviles Construction in the amount of \$17,190.00 for replacement of existing air conditioning, existing electric panel(s) and tearing off and replacement of roofing along with gutters and downspouts in connection with a homeowner rehabilitation loan to Rufus Curry and Stephanie Williams for the period 2/1/2019 – 11/20/2019 (Board Approval No. BC2019-50).

Funding Source: Community Development Block Grant funds

Item No. 4

Court of Common Pleas/Corrections Planning Board, submitting an amendment to a grant award from State of Ohio Department of Rehabilitation and Correction/Division of Parole and Community Services/Bureau of Community Sanctions for the 407 FY2018/2019 Community-Based Corrections Justice Reinvestment and Incentive Grant Program for the period 12/1/2017 – 6/30/2019 for a decrease of funds in the amount of (\$189,048.00).

Funding Source: Ohio Department of Rehabilitation and Correction

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Maggie Keenan motioned to adjourn; Michael Dever seconded. The motion to adjourn was unanimously approved at 11:48 a.m.