Minutes

Cuyahoga County Board of Control Monday, September 30, 2019 at 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 11:01 a.m.

Attending:

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

II - REVIEW MINUTES - 9/23/2019

Dennis Kennedy motioned to approve the minutes from the September 23, 2019 meeting; Dale Miller 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

### BC2019-713

Department of Public Works, submitting an amendment to Contract No. CE1900185 with DLR Group, Inc. dba DLR Group/Westlake Reed Leskosky for programming services for the Justice Center Complex Project for the period 4/24/2019 - 12/31/2021, to expand the scope of services to include diversion program identification, analysis and recommendations, effective 9/30/2019 and for additional funds in the amount not-to-exceed \$146,900.00.

Funding Source: General Fund

Nichole English, Department of Public Works, presented. Trevor McAleer asked if the expanded services have already begun and when will the final recommendations be submitted; asked if the provider will be looking at diversion services occurring pre and post arrest, as well as the additional options discussed by

the County Prosecutor's Office, the Courts and the administration; and asked if there were any remaining funds in the original contract that are being used for this new scope of service.

Nan Baker asked if this amendment is for the development of facility space criteria and opportunities to assist the Justice Center Executive Steering Committee and asked if this project will include outreach to other mental health service agencies, such as The MetroHealth System and The Alcohol, Drug Addiction and Mental Health Services Board.

Dale Miller commented on the critical need for diversion services in the mental health and addicted community, as there are a great number of people in jail who should be receiving treatment; and further stated that this issue has created one of our community's biggest humanitarian problems.

Dennis Kennedy asked what the original amount of the contract was. Dennis Kennedy motioned to approve the item; Nan Baker seconded. Item BC2019-713 was unanimously approved.

### BC2019-714

Department of Public Works, recommending an award on RQ46855 and enter into a cooperative services agreement with United States Department of Agriculture/Animal and Plant Health Inspection Service/ Wildlife Services in the amount not-exceed 6,588.00 to conduct operational control activities to reduce wildlife hazards utilizing the Cuyahoga County Airport and the critical airspace surrounding the airport for the period 10/1/2019 - 9/30/2020.

**Funding Source: Airport Operations** 

John Meyers, Department of Public Works, presented. Nan Baker asked how the cost for the services was determined. Trevor McAleer asked for clarification on the funding source. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-714 was unanimously approved.

### BC2019-715

Department of Development, requesting authority to pay dues in the amount of \$100,000.00 to Fund for Our Economic Future of Northeast Ohio for a County Membership for the period  $10/1/2019 - \frac{10/1/2021}{9/30/2022}$ .

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Mr. Herdeg requested that the end date of the membership be changed to read 9/30/2022. There were no questions. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-715 was unanimously approved, as amended.

The following item was withdrawn at the request of the department.

#### BC2019-716

Department of Information Technology, submitting an amendment to Contract No. CE1500165 with Compuware Corporation for maintenance and support on Compuware File Aid Software License products for the period 10/1/2015 9/30/2019 to extend the time period to 9/30/2020 and for additional funds in the amount not to exceed \$34,393.39.

**Funding Source: General Fund** 

Trevor McAleer referred to the written responses to the Council members' advance questions and asked if the maintenance and support services that the County has been utilizing were necessary in the past. Dennis Kennedy requested follow up with the Department of Information Technology Director, as there was no department representative in attendance.

#### BC2019-717

Department of Human Resources, submitting an amendment to Contract No. CE1900173 with The MetroHealth System dba Skyway for biometric screenings and flu shot services for the period 4/8/2019 – 12/31/2019 for additional funds in the amount not-to-exceed \$15,000.00.

Funding Source: Self Insurance Fund

Holly Woods, Department of Human Resources, presented. There were no questions. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-717 was unanimously approved.

#### BC2019-718

Department of Public Safety and Justice Services, recommending an award on RQ45919 to Argus Group Holdings, LLC dba Premier Safety (56-2) in the amount not-to-exceed \$84,638.41 for the purchase of (1) Area Atomspheric Monitoring Detection Kit with laptop for Lake County Emergency Management Agency. Funding Source: FY2017 State Homeland Security Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-718 was unanimously approved.

#### BC2019-719

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. CE1800297 with The Salvation Army for temporary housing and supportive services for homeless men in the PASS Temporary Housing Program for the period 7/1/2018 - 6/30/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$232,453.00.

Funding Source: Health and Human Services Levy Fund

Shari Weir, Office of Homeless Services, presented. Dennis Kennedy asked for clarification on the contract end date and whether the current contract had expired.

Nan Baker asked if it is legally acceptable to amend an expired contract.

Mr. Kennedy commented that there are distinctions between extending and amending a contract and getting a new contract and asked for comment from Lenora Lockett.

Lenora Lockett stated that the Board has voted on prior contracts that were late, which in her opinion as the Director of the Office of Procurement and Diversity, were expired contracts.

Ms. Baker asked Ms. Lockett if there is a distinction between a contract that has been initiated where the funding is requested after the start date and an amendment on a contract that has lapsed; asked for confirmation that approvals of this type have been done before.

Ms. Lockett stated that is her recall.

Mr. Kennedy commented that this appears to be a contract that was overlooked and in order to keep the process moving, an amendment was submitted rather than initiating a new contract.

Jerad Zibritosky, Department of Law, stated that it is legal to amend an expired contract to add time and/or additional funding, provided it is acceptable to both contracting parties and said that it is not under his purview, as to whether it is considered best practice and deferred to Ms. Lockett.

Ms. Lockett stated that in general, the departments and the providers have the authority that has been approved by the pertinent contracting authority and that any contract presented outside of those terms is up to that contracting authority to determine if they wish to approve and grant that authority; said that the preference is to always approve contracts and amendments in advance of the start date with permission from the contracting authority; and stated that the Board has approved contracts that have expired and amendments that are past the date of the original amendment.

Ms. Baker acknowledged the importance of this service; asked how would the provider have been paid for services provided since July, if this amendment had not been approved; asked if the provider understood the risk of providing services without an approved contract; asked if the department is now in the process of preparing for the next contract once this contract has expired; and asked if any funds have been paid since the date of expiration.

Mr. Kennedy stressed the need for a process to monitor contract expiration dates so that contracts may be submitted in a timely manner.

Dennis Kennedy motioned to approve the item; Trevor McAleer seconded. Item BC2019-719 was unanimously approved.

### BC2019-720

Department of Health and Human Services/Division of Senior and Adult Services, requesting authority to submit a grant application to the Western Reserve Area Agency on Aging in the amount of \$409,640.42 for the Older Americans Act/Senior Community Services Program in connection with the Aging and Disability Resource Network Grant Program for the period 1/1/2020 – 12/31/2021.

Funding Source: The project requires a 15% funding match from the Cuyahoga County Health and Human Services Levy. The grant funds are federal OAA Title III E funds

Paul Porter, Division of Senior and Adult Services, presented. Nan Baker asked how the total amount of the match of 15% from the Health and Human Services Levy Fund is determined and asked if the actual amount of funds received will be \$409,640.62. Dennis Kennedy motioned to approve the item; Nan Baker seconded. Item BC2019-720 was unanimously approved.

#### C. – Exemptions

#### BC2019-721

Department of Development, requesting to amend Board of Control Approval No. BC2014-316 dated 12/22/2014, which approved an Alternative Procurement Process, which resulted in an award recommendation to Cuyahoga County Land Reutilization Corporation (Land Bank) in the amount not-to-exceed \$9,000,000.00 to demolish vacant, abandoned, nuisance or blighted structures owned by the Land Bank for the period 1/1/2015 - 12/31/2019, by extending the time period to 12/31/2020; no additional funds required.

Funding Source: N/A

Sara Parks Jackson, Department of Development, presented. There were no questions. Dennis Kennedy motioned to approve the item; Dale Miller seconded. Item BC2019-721 was unanimously approved.

### D. - Consent Agenda

Dennis Kennedy referred to Item No. BC2019-722 and asked if the purpose of this revised agreement of cooperation was to change the funding source and asked if the original funding source was the Northeast Ohio Areawide Coordinating Agency; and asked for clarification on the new funding sources.

Dale Miller referred to Item No. BC2019-724, Open Market Purchases, for various food purchases for the Sheriff's Department and asked why the awards to Benjamin Foods were withdrawn and if these purchases are being removed; asked what is the additional cost for these food purchases that will now be awarded to the next lowest bidders; asked what the total amount of the food purchases for the 4<sup>th</sup> quarter is; and asked what the percentage of the total cost for the overall purchases that were awarded to Benjamin Foods.

Dennis Kennedy referred to Item No. BC2019-723, proposed travel request for the Division of Children and Family Services for 5 staff to attend a meeting in Rockville, Maryland on 7/10/2019 – 7/12/2019 and asked for the reason for the late submittal of the travel request; and commented that he would follow up with his office for the reason for the delay.

There were no further questions on the consent agenda items. Dennis Kennedy motioned to approve BC2019-722 through -724; Trevor McAleer seconded, the consent items were unanimously approved, as amended.

#### BC2019-722

Department of Public Works,

a) Requesting to rescind Board of Control Approval No. BC2015-384 dated July 13, 2015, which approved an agreement of cooperation with City of Cleveland for resurfacing of East 116th Street from Miles Road to Union Avenue.

Original Funding Sources: 80% NOACA and 20% Road and Bridge Funds

b) Submitting a revised agreement of cooperation with City of Cleveland for resurfacing of East 116th Street from Miles Road to Union Avenue, which changes the original funding sources.

New Funding Source: 50% Issue I and 25% County with 25% City of Cleveland

BC2019-723
Fiscal Office presenting proposed Travel for the week of 9/30/2019

		Travel Requests							
Department	Staff (5)	Event	Host	Dates of Travel	Location	Expenses	Funding Source		
Department of Health and Human Services/ Division of Children and Family Services	Karen Anderson, Jennifer Croessmann, Kathleen Sullivan, Lisa Pedigree, and Kori Sewell	A meeting entitled "QIC- LGBTQ2S July 2019 Summer Affirm Learning Session"	The Institute for Innovation	7/10/- 7/12/2019	Rockville, MD	*Lodging- \$1,125.00 *Mileage- \$1,245.84 Total- \$2,370.84	Affirm LGBTQ Grant #90CW1145		

<sup>\*</sup>All costs covered under the Affirm LGBTQ Grant #90CW1145

### Purpose:

The National Quality Improvement Center (QIC) on Tailored Services, Placement Stability and Permanency for Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit (LGBTQ2S) Children and Youth in Foster Care July 2019 Summer Affirm Learning Session will build knowledge to improve outcomes for LGBTQ2S youth in foster care. The learning session will provide training and best practices for children and youth with diverse sexual orientation, gender identities, and expression who are disproportionately more likely than their heterosexual and cisgender peers to experience greater health challenges, enter into the child welfare system, experience homelessness, and have lower rates of reunification with their families of origin.

The reason for late submission – The item was created some time ago in July but was not forwarded for approval to the BOC Mtg. due to a small miscommunication.

Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Workforce Development	Mary Kelley	A meeting entitled "Midwest Urban Strategies Pittsburgh Convening"	Midwest Urban Strategies	10/1/- 10/3/2019	Pittsburgh, PA	**Lodging- \$419.52 **Meals - \$59.00 **Mileage - \$146.39	Workforce Innovation & Opportunity Act

<sup>\*\*</sup>Staff reimbursement

## Purpose:

This quarterly convening will offer grant workshops, best practice sharing, and presentations on Federal Entitlement Program work requirements, Early Childhood programming, and the quarterly Midwest Urban Strategies Board Meeting.

		Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source		
Department of Health and Human Services/ Community Initiatives Division/ Office of Early Childhood	Rebekah Dorman	A summit entitled "National League of Cities – Early Childhood Success Summit"	National League of Cities	11/18/- 11/20/2019	San Antonio, TX	*Lodging- \$498.25 *Meals - \$54.00 *Ground Transportation- \$75.00 *Mileage- \$26.45 *Parking – \$32.00 *Airfare – \$526.00	National League of Cities		

<sup>\*</sup>NOTE: All travel expenses covered by the National League of Cities; approved by Inspector General's Office

### Purpose:

Dr. Dorman will be attending the 2019 cross-site convening of the National League of Cities Institute for Youth, Education and Families, Early Child Success Summit. This summit has the support of the Bezos Family Foundation, the J.B. and M.K. Pritzker Family Foundation and the W.K. Kellogg Foundation. This summit is based on cities supporting early learning and will be held in San Antonio, Texas on November 18-19, 2019.

### BC2019-724

Office of Procurement & Diversity, presenting proposed purchases for the week of 9/30/2019

## <u>Direct Open Market Purchases</u> (Purchases between \$5,000 - \$49,999.99 unless requiring assistance from the Office of Procurement & Diversity – See Below):

Requisition #	Description	Department	Vendor Name	Total	Funding Source
WT-19-46670	(300) Privacy screens for employees to comply with federal and state guidelines pertaining to federal tax information	Cuyahoga Job and Family Services	Govmation Enterprise Solutions	\$11,673.00	66% Title IV-D and 34% Health and Human Services Levy
JA-19-46180	(32) Heavy-duty containers for Ohio Region 2 Urban Search and Rescue Teams in Beachwood, Mentor, Strongsville, Cleveland and Russell Township	Department of Public Safety and Justice Services	Flexcon Corporation	Not-to- exceed \$12,429.65	FY2017 Urban Area Security Initiative Grant

### <u>Items/Services Received and Invoiced but not Paid:</u>

Requisition #	Description	Department	Vendor Name	Total	Funding Source
WT-19-46505	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	17322 Euclid Ave. Company LLC dba Eastbrook Healthcare Center	\$13,050.00	Health and Human Services Levy Fund

<sup>\*</sup>Alternate procurement process and exemption from aggregation on various requisitions to various providers to reimburse employers for employee wage and training expenses in connection with the Learn and Earn Program for the period 1/1/2017 – 12/31/2017 approved by Board of Control Approval No. BC2016-892 dated 11/28/2016 and subsequently amended to extend the time period to 12/31/2019 by Board of Control Approval No. BC2017-804 dated 11/6/2017.

## <u>Open Market Purchases</u> (Over \$50,000 or requiring assistance from the Office of Procurement & Diversity)

Requisition #	Description	Department	Vendor Name	Total	Funding Source
<del>SH-19-46615</del>	October-December Coffee	Sheriff's Department	<del>Benjamin Foods</del>	\$1,830.00	General Fund
<del>SH-19-46616</del>	October-December Fruit Juice	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$1,068.48</del>	General Fund
SH-19-46617	October-December Dairy	Sheriff's Department	Gordon Food Service, Inc.	\$17,942.40	General Fund
SH-19-46618	October-December Turkey- Ham	Sheriff's Department			General Fund
SH-19-46619	October-December Fresh Fruit	Sheriff's Department	The Sanson Company	\$73,000.00	General Fund
SH-19-46620	October-December Fresh Vegetables	Sheriff's Department	The Sanson Company	\$60,805.00	General Fund
SH-19-46621	October-December Bread	Sheriff's Department	Portland Foods	\$57,591.84	General Fund
SH-19-46622	October-December Milk	ecember Sheriff's Borden Dairy Company		\$51,124.00	General Fund
SH-19-46623	October-December Spices	Sheriff's Department	Benjamin Foods	<del>\$3,863.78</del>	General Fund
<del>SH-19-46624</del>	October-December Pasta	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$14,820.00</del>	General Fund
SH-19-46625	October-December Donuts	Sheriff's Department	Portland Foods	\$11,625.00	General Fund
SH-19-46626	October-December Cookies	Sheriff's Department	Portland Foods	\$5,627.00	General Fund
<del>SH-19-46627</del>	October-December Drink Mix	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$11,998.00</del>	General Fund
SH-19-46628	October-December Nutri- Cal Drink Mix	Sheriff's Department	National Food Group, Inc.	\$6,900.00	General Fund
SH-19-46629	October-December Cheese Sauce	Sheriff's Department	JNS Foods, LLC	\$9,720.00	General Fund
<del>SH-19-46630</del>	October-December Canned Fruit	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$21,195.00</del>	General Fund
SH-19-46631	October-December Beef	Sheriff's Department	National Food Group, Inc.	\$34,065.00	General Fund
SH-19-46631	October-December Beef	Sheriff's Department	New England Food Brokerage, Inc.	\$7,155.00	General Fund
<del>SH-19-46632</del>	October-December Bulk Cereal	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$6,743.10</del>	General Fund
SH-19-46632	October-December Bulk Cereal	Sheriff's Department	JNS Foods, LLC	\$2,700.00	General Fund
SH-19-46633	October-December Turkey (Ground)	Sheriff's Department	National Food Group, Inc.	.   56,660,00	
SH-19-46634	October-December Sausage	Sheriff's Department	National Food Group, Inc.	\$19,980.00	General Fund

SH-19-46635	October-December Jelly/Syrup	Sheriff's Department	Elwood International	\$3,141.25	General Fund
<del>SH-19-46636</del>	October December Frozen Vegetables	Sheriff's Department	Benjamin Foods	\$16,349.00	General Fund
SH-19-46636	October-December Frozen Vegetables	Sheriff's Department	Good Source Solutions, Inc.	\$6,960.00	General Fund
SH-19-46636	October-December Frozen Vegetables	Sheriff's Department	National Food Group, Inc.	\$4,800.00	General Fund
SH-19-46637	October-December Franks	Sheriff's Department	JNS Foods, LLC	\$5,904.00	General Fund
SH-19-46637	October-December Franks	Sheriff's Department	Gordon Food Service, Inc.	\$2,793.60	General Fund
SH-19-46638	October-December Cake Mix	Sheriff's Department	JNS Foods, LLC	\$20,532.00	General Fund
SH-19-46639	October-December Beans	Sheriff's Department	Benjamin Foods	<del>\$7,476.00</del>	General Fund
SH-19-46639	October-December Beans	Sheriff's Department	JNS Foods, LLC	\$7,840.00	General Fund
SH-19-46640	October-December Bagels	Sheriff's Department	JNS Foods, LLC	\$10,920.00	General Fund
SH-19-46641	October-December Crackers / Chips	Sheriff's Department	Gordon Food Service, Inc.	\$14,341.47	General Fund
<del>SH-19-46642</del>	October-December Soup	Sheriff's Department	<del>Benjamin Foods</del>	<del>\$4,974.75</del>	General Fund
SH-19-46642	October-December Soup	Sheriff's Department	JNS Foods, LLC	\$5,016.00	General Fund
SH-19-46643	October-December Chicken	Sheriff's Department	JNS Foods, LLC	\$7,800.00	General Fund
SH-19-46643	October-December Chicken	Sheriff's Department	National Food Group, Inc.	\$6,000.00	General Fund
SH-19-46643	October-December Chicken	Sheriff's Department	Benjamin Foods	\$4,900.00	General Fund
SH-19-46644	October-December Potatoes/Oats	Sheriff's Department	National Food Group, Inc.	\$9,285.00	General Fund
SH-19-46645	October-December Dry Goods	Sheriff's Department	Benjamin Foods	\$18,099.29	General Fund
SH-19-46646	October-December Sauce	Sheriff's Department	Benjamin Foods	<del>\$9,551.10</del>	General Fund
SH-19-46646	October-December Sauce & Dressing	Sheriff's Department	Gordon Food Service, Inc.	\$1,200.00	General Fund
SH-19-46647	October-December Sauces Etc.	Sheriff's Department	JNS Foods, LLC	\$11,832.00	General Fund
<del>SH-19-46647</del>	October December Sauces Etc.	Sheriff's Department	Benjamin Foods	<del>\$6,554.70</del>	General Fund
SH-19-46648	October-December Waffles	Sheriff's Department	National Food Group,	\$8,695.20	General Fund
SH-19-46650	October December Kosher Meals	Sheriff's Department	Benjamin Foods	\$55,236.00	General Fund

## *V – OTHER BUSINESS*

## Items of Note (non-voted)

Item No. 1

# Contracts \$0.00 - \$4,999.99 - Processed and executed (no vote required)

RQ No.	Contract	Vendor	Service	Amount	Department	Date(s) of	Funding	Date of
	Number		Description	,		Service	Source	Execution
RQ	Amend	Various	Out-of-Home	\$0.00	Division of	1/1/2018 –	Original	9/16/2019
39540	Master	Providers	Placement and		Children and	12/31/2019	Contract –	(Executive)
	Contract		Foster Care		Family	(original time	70% Health	9/17/2019
	(Assign		services to add		Services	period); add	and Human	(Law Dept.)
	Contract No.		The Buckeye			new provider,	Services Levy	
	CE1900358		Ranch,			effective	Fund	
			effective			7/1/2019	And 30% Title	
			7/1/2019				IV-E	
RQ	CE1900225	The Legal Aid	Development	\$0.00	Department	6/1/2019 –	Original	9/18/2019
45570		Society of	and implemen-		of Public	9/30/2019, to	Contract –	(Executive)
		Cleveland	tation of a		Safety and	extend the	U.S.	9/17/2019
			Protection		Justice	time period	Department	(Law Dept.)
			Order Registry		Services	to 9/30/2020	of Justice,	
			in connection				Office of	
			with the				Violence	
			FY2016				Against	
			Improving				Women	
			Criminal				Grant	
			Justice					
			Responses to					
			Sexual Assault,					
			Domestic					
			Violence,					
			Dating					
			Violence and					
			Stalking					
			Program					
RQ	Master	Various	Expansion of	\$0.00	Office of	8/1/2019 -	Original	9/20/2019
38919	Contract	Providers	Universal Pre-		Early	7/31/2020	Contract –	(Executive)
	AG1700045		Kindergarten,		Childhood		Health and	9/23/2019
			to add Euclid				Human	(Law Dept.)
			City School				Services and	
			District,				Cleveland	
			effective				Foundation	
			8/1/2019				Grant	

## VI – PUBLIC COMMENT

## VII – ADJOURNMENT

Dennis Kennedy motioned to adjourn; Trevor McAleer seconded. The motion to adjourn was unanimously approved at 11:39 a.m.