

## Minutes

Cuyahoga County Board of Control  
Monday, December 2, 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 11:05 a.m.

#### Attending:

Michael Chambers, Interim Fiscal Officer, Fiscal Office (Alternate for Armond Budish)  
Amy Himmelein, Controller, Fiscal Office (Alternate for Michael Chambers)  
James Boyle, County Council (Alternate for Dan Brady)  
Councilman Dale Miller  
Councilwoman Nan Baker  
David Marquard, Design and Construction Administrator, Department of Public Works  
(alternate for Michael Dever)  
Lenora Lockett, Director, Office of Procurement and Diversity

### II – REVIEW MINUTES – 11/25/2019

Michael Chambers motioned to approve the minutes from the November 25, 2019 meeting; Nan Baker seconded. The minutes were approved by majority vote as written, with James Boyle abstaining.

### III – PUBLIC COMMENT

There was no public comment related to the agenda.

### IV- CONTRACTS AND AWARDS

#### A. – Tabled Items

##### BC2019-841

Department of Public Works, submitting an amendment (Subsidiary No. 2) to Contract No. CE1800293 with DiGioia-Suburban Excavating, LLC for reconstruction and widening of Royalton Road from West 130<sup>th</sup> Street to York Road in the City of North Royalton for additional funds in the amount not-to-exceed \$331,507.49.

Funding Source: 41% Cuyahoga County using Funds from the Vehicle License Tax Fund 59% City of North Royalton

Nichole English, Department of Public Works, presented. Nan Baker asked what the difference between the engineer's estimate and the revised contract value was. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2019-841 was unanimously approved.

B. – New Items for Review

BC2019-887

Department of Public Works, submitting a Project Agreement with Norfolk Southern Railway Company in the amount not-to-exceed \$169,723.00 for force account and flagging services in connection with pier repairs on the West 150<sup>th</sup> Street Bridge No. 01.94 over Chatfield Avenue in the City of Cleveland.

Funding Source: Road and Bridge Fund

Nichole English, Department of Public Works, presented. James Boyle asked what the estimated project completion date was. Dale Miller asked what the anticipated project cost was. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-887 was unanimously approved.

BC2019-888

Department of Public Works, submitting an amendment (Subsidiary No. 2) to Contract No. CE1800223 with Kokosing Construction Company, Inc. for the resurfacing of Wallings Road from Broadview Road to the Broadview Heights East Corporation Line in the City of Broadview Heights for additional funds in the amount not-to-exceed \$68,087.58; recommending to accept construction as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: Federal Funds (80%); City of Broadview Heights (10%); Cuyahoga County using \$7.50 License Tax Fund (10%)

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-888 was unanimously approved.

BC2019-889

Department of Public Works,

- a) Submitting an RFP exemption on RQ47265, which will result in an award recommendation to Scaffco Scaffolding and Supply Co. in the amount not-to-exceed \$35,000.00 for the rental of safety scaffolding to access the exterior façade at the Justice Center Complex.
- b) Recommending an award on RQ47265 to Scaffco Scaffolding and Supply Co. in the amount not-to-exceed \$35,000.00 for the rental of safety scaffolding to access the exterior façade at the Justice Center Complex.

Funding Source: Capital Project – General Fund

Matt Rymer, Department of Public Works, presented. James Boyle commented on the length of time that the scaffolding has been on site at the Justice Center Complex. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-889 was unanimously approved.

BC2019-890

Department of Public Works, submitting an amendment to Contract No. CE1600246 with Aramark Uniform & Career Apparel Group, Inc. for employment uniform rental services for County Employees in various County Buildings for the period 6/1/2016 - 12/31/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$24,500.00.

Funding Sources: County Airport Operations Fund - \$500.00; Sanitary Sewer Fund - \$14,00.00; Internal Service Fund - \$10,000.00

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-890 was unanimously approved.

BC2019-891

Department of Development,

a) Submitting an RFP exemption on RQ46478, which will result in a payment to Spirit of Cleveland, Inc. in the amount not-to-exceed \$50,000.00 for support of the Blockland Solutions Conference for the period 9/1/2019 – 12/31/2019.

b) Recommending a payment to Spirit of Cleveland, Inc. in the amount not-to-exceed \$50,000.00 for support of the Blockland Solutions Conference for the period 9/1/2019 – 12/31/2019.

Funding Source: General Fund – Discretionary

Paul Herdeg, Department of Development, presented. Dale Miller asked what the dates of the Conference were. Nan Baker asked for clarification on the funding source. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-891 was unanimously approved.

BC2019-892

Department of Information Technology, on behalf of the Sheriff's Department,

a) Submitting an RFP exemption on RQ47324, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount not-to-exceed \$70,106.96 for the purchase and installation of (24) surveillance cameras, (1) server for video archiving and maintenance services in the High-Risk Mental Health Cells in the Corrections Center in the Justice Center Court Tower.

b) Recommending an award on RQ47324 to Integrated Precision Systems, Inc. in the amount not-to-exceed \$70,106.96 for a State Contract purchase and installation of (24) surveillance cameras, (1) server for video archiving and maintenance services in the High-Risk Mental Health Cells in the Corrections Center in the Justice Center Court Tower.

Funding Source: Capital Project – General Fund

Matt Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-892 was unanimously approved.

BC2019-893

Department of Information Technology, submitting an amendment to Contract No. CE1800497 with TEC Communications, Inc. for network professional services, to expand the scope of services to include professional services for the Data Center for IT Security Operations, effective 12/2/2019 and for additional funds in the amount not-to-exceed \$30,000.00 for the period 1/1/2019 – 12/31/2023.

Funding Source: General Fund

Jeremy Mio and Jeanelle Greene, Department of Information Technology, presented.

James Boyle commented that this item did not go through the entire OnBase workflow to secure all appropriate approvals.

Michael Chambers indicated that it was his understanding that all approvals had not yet been received and asked if the approval process will be complete once approved by the Office of Budget and Management, as indicated in Ms. Greene's presentation.

Andria Richardson, Clerk of the Board of Control explained how items route to various approvers from different departments in OnBase and, in this case, several approvals were still required.

Mr. Boyle stated that the Board generally discourages walk-on requests and it was his inclination to hold the item until all approvals were complete and asked what the urgency for approval of this amendment was.

Mr. Chambers asked if the department had intended to begin services upon approval.

Nan Baker asked for confirmation that the Law Department has approved this amendment.

Mr. Chambers stated that the Board does not want items submitted late; however, the department does not want to miss out on an opportunity for the necessary services during the time the provider is available.

Jerad Zibritosky, Department of Law, stated that he would need to follow up with his colleague in the Law Department to confirm approval has been received.

Dale Miller recommended to hold the item until the end of the meeting until confirmation is received that the Law Department has approved this request.

Jonathan McGory, Department of Law, stated that this amendment has received Law Department approval.

Lenora Lockett indicated that this request had received cursory review as a department order but still needs to be reviewed by the Office of Procurement and Diversity's Purchasing Agent for all required documents for a contract amendment.

Mr. Boyle expressed his concern that this is not the proper process for items coming to the Board for approval as the Office of Procurement and Diversity and the Office of Budget and Management serve as quality control mechanisms that are in place to ensure that rules, regulations and contracting provisions are compliant.

Mr. Chambers asked if this would be returned for approval as a mission critical service, if the item was held.

Ms. Baker stated that she understands the need for services and that the Board should move forward with this request to provide the department with the necessary services but acknowledged that this should not be the normal course for approval.

Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2019-893 was unanimously approved.

BC2019-894

Department of Human Resources, submitting an amendment to Contract No. CE1900134 with GPI Enterprises, Inc. for temporary staffing services for the period 3/1/2019 – 12/31/2019 to extend the time period to 6/30/2020 and for additional funds in the amount not-to-exceed \$28,500.00.

Funding Source: General Fund

Patrick Smock, Department of Human Resources, presented. Dale Miller asked if the increase in the public records requests were specifically related to the jail or were broader in scope. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-894 was unanimously approved.

BC2019-895

Department of Public Safety and Justice Services,

- a) Submitting an RFP exemption on RQ46801, which will result in an award recommendation to Applewood Centers, Inc. in the amount not-to-exceed \$15,000.00 for evidence-based, trauma-informed treatment services for child victims and witnesses of violence in connection with FY2020 Victims of Crime Act Defending Childhood Initiative Project for the period 10/1/2019 – 9/30/2020.
- b) Recommending an award on RQ46801 and enter into a contract with Applewood Centers, Inc. in the amount not-to-exceed \$15,000.00 for evidence-based, trauma-informed treatment services for child victims and witnesses of violence in connection with FY2020 Victims of Crime Act Defending Childhood Initiative Project for the period 10/1/2019 – 9/30/2020.

Funding Source: Ohio Attorney General Victim of Crime Act VOCA Grant Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked if this is a new program under Victims of Crime Act Grant and asked what the cost for services was last year. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2019-895 was unanimously approved.

BC2019-896

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

a) Submitting an RFP exemption on RQ47299, which will result in an award recommendation to Metanoia Project Inc. in the amount not-to-exceed \$125,000.00 for shelter and hospitality services for shelter resistant persons during the cold weather months for the period 1/1/2020 – 12/31/2020.

b) Recommending an award on RQ47299 and enter into a contract with Metanoia Project Inc. in the amount not-to-exceed \$125,000.00 for shelter and hospitality services for shelter resistant persons during the cold weather months for the period 1/1/2020 – 12/31/2020.

Funding Source: Health and Human Services Levy

Shari Weir, Office of Homeless Services, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-896 was unanimously approved.

BC2019-897

Department of Health and Human Services/Office of Re-entry, submitting an amendment to Contract No. CE1800235 with Recovery Resources, Inc. for recovery redirection case management services for the Jail Diversion Program for the period 1/1/2018 – 12/31/2019 to extend the time period to 12/31/2020 and for additional funds in the amount not-to-exceed \$169,000.00.

Funding Source: Health and Human Services Levy Fund

Fred Bolotin, Office of Re-entry, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-897 was unanimously approved.

BC2019-898

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1800231 with Case Western Reserve University/Mandel School of Applied Social Sciences for provision of a Child Welfare Specialist to assist with the development and facilitation of various programs in connection with the National Quality Improvement Center of Tailored Services, Placement Stability and Permanency for Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit Children and Youth in Foster Care Grant Program for the period 9/30/2017 – 9/30/2021 to change the terms to modify the payment schedule, effective 9/30/2019 and for additional funds in the amount not-to-exceed \$21,758.00.

Funding Source: University of Maryland Grant

Karen Anderson, Division of Children and Family Services, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-898 was unanimously approved.

BC2019-899

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

a) Submitting an RFP exemption on RQ46843, which will result in an award recommendation to The Center for Community Solutions in the amount not-to-exceed \$20,000.00 for financial support for administrative staffing for the period 1/1/2020 – 12/31/2020.

b) Recommending an award on RQ46843 and enter into a contract with The Center for Community Solutions in the amount not-to-exceed \$20,000.00 for financial support for administrative staffing for the period 1/1/2020 – 12/31/2020.

Funding Source: Health and Human Services Levy Fund

Paul Porter, Division of Senior and Adult Services, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-899 was unanimously approved.

BC2019-900

Court of Common Pleas/Corrections Planning Board, recommending an award on RQ46981 and enter into an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$219,000.00 for intensive out-patient treatment and aftercare counseling services in connection with the Dually Diagnosed Offender Intensive Outpatient and Aftercare Program for the period 7/1/2019 – 6/30/2021.

Funding Source: Community Corrections Act 407 Grant

Martin Murphy, Corrections Planning Board, presented. Nan Baker asked why did it take 60 days for this request to go through the OnBase workflow and what were the issues that caused the delay; and asked if there is any way to expedite the process going forward. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-900 was unanimously approved.

#### C. – Consent Agenda

Nan Baker referred to Item No. BC2019-903, a proposed travel request for the Office of Budget and Management for 6 staff to attend a conference on 5/17/2020 – 5/20/2020 in New Orleans, Louisiana in the amount not-to-exceed \$9,886.32 and asked if the registration fee had been waived for any of the attendees; asked for clarification on the final total for registration as one staff person listed will not be attending; and asked for confirmation on the airfare amount. James Boyle referred to another proposed travel for the Department of Information Technology for 6 staff to participate in an online course on 12/2/2019 in the amount not-to-exceed \$26,400.00 and asked for additional information on the registration fees. There were no further questions or comments. Michael Chambers motioned to approve BC2019-901 through -904; David Marquard seconded, the consent items were unanimously approved.

BC2019-901

Department of Information Technology, on behalf of the Department of Public Safety and Justice Services, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. for a fee in the amount of \$1.00 in accordance with EA02012-0001.

Funding Source: Revenue Generating

BC2019-902

Department of Health and Human Services/Division of Senior and Adult Services, requesting authority to submit a grant application to the Cuyahoga County District Board of Health in the amount of \$70,760.00 for Home and Community-Based Health Services and Home Health Care in connection with the FY2020 Ryan White HIV/AIDS Treatment Extension Act Part A Program and Minority AIDS Initiative for the period 3/1/2020 – 2/28/2021.

Funding Source: Cuyahoga County Board of Health through the Health Resources and Services Administration



BC2019-903

Fiscal Office presenting proposed Travel for the week of 12/2/2019

Travel Requests							
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Development	Janise Bayne	A conference entitled "National Brownsfields Conference"	International City/ County Management Association (ICMA)	12/9/-12/14/2019	Los Angeles, CA	*Registration- \$200.00 **Lodging- \$840.00 **Meals – \$312.00 **Ground Transportation- \$250.00 ***Airfare- \$515.25  Total- \$2,117.25	USEPA Brownfield Revolving Loan Fund Grant

\*Paid to host

\*\*Staff reimbursement

\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$515.25)

Purpose:

*This conference is the USEPA's premier networking and training event on the event on the subject of Brownfields land revitalization, community benefits assessment, innovative clean-up work, government partnerships & strategies, systems training, practitioner best practices, case studies, environmental justice policy, and the networking of state & local brownfield associations and enterprise initiatives. Cuyahoga County has been a longstanding grantee of USEPA funding and will use this venue and opportunity to learn about additional funding to our area. These Economic Development Division staff, the front-line of the County's brownfield development efforts, will arrive the night before and then attend all four full days of the conference.*



	Travel Requests						
Department	Staff (6)	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Office of Budget and Management	Maggie Keenan Sybil Haney Yvonne Gibson Danielle Clark Anthony Henderson Chris Costin	A conference entitled "2020 Government Finance Officers Association (GFOA) Annual Conference"	Government Finance Officers Association (GFOA)	5/17/-5/20/2020	New Orleans, LA	*Registration- \$2,520.00  **Lodging- \$4,498.32  **Meals - \$864.00  **Ground Transportation- \$540.00  **Parking – \$264.00  **Baggage- \$300.00  ***Airfare – \$900.00  Total – \$9,886.32	General Fund

\*Paid to host

\*\*Staff reimbursement

\*\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$900.00)

**Purpose:**

OBM was asked to present at this conference. The staff attending are the presenters.

GFOA's 114th Annual Conference will take place on May 17–20, 2020, at the Ernest N. Morial Convention Center, 900 Convention Center Boulevard, New Orleans, Louisiana.

CONCURRENT SESSIONS. A rich array of concurrent sessions cover a broad range of topics, allowing participants to tailor their conference experience to their own needs and circumstances.

PRECONFERENCE SESSIONS. Special preconference sessions provide an opportunity to explore selected topics of special interest in even greater depth.

GENERAL SESSIONS. Experience direct contact with nationally recognized speakers of special interest to public finance professionals.

<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 Children and Family Services</i>	<i>Tamara Chapman-Wagner</i>	<i>A meeting entitled "Shadowbox Meeting with Annie E. Casey Foundation"</i>	<i>Annie Casey Foundation</i>	<i>12/3/- 12/3/2019</i>	<i>Baltimore, MD</i>	<i>*Meals - \$28.00  **Airfare – \$235.96  Total- \$263.96</i>	<i>Health and Human Services Levy</i>

*\*Staff reimbursement*

*\*\*Airfare will be covered by a contract with the County's Travel Vendor – (\$235.96)*

**NOTE:**

*Initially the expenses will be covered by HHS Levy Funds and will be reimbursed by Annie E. Casey Foundation*

**Purpose:**

*The Annie E. Casey Foundation is exploring a new training method called ShadowBox that aims to help child welfare workers make the best decisions for kids and families. Named after the boxing practice of sparring with an imaginary foe before a big bout, ShadowBox is designed to help people in high-stakes jobs – such as firefighters, military personnel and nurses – think strategically. Gary Klein, a senior scientist at MacroCognition LLC, helped develop both the training and the field of naturalistic decision making, which examines how people react and perform in demanding situations. The Casey Foundation has worked with Klein's team to pilot a ShadowBox approach tailored for child protective workers in three sites: Jefferson County, Colorado, Cuyahoga County, Ohio; and Allegheny County, Pennsylvania. The training goal? Promote a problem-solving mindset that emphasizes going above and beyond rules and procedures to ensure a child's well-being.*

Direct Open Market Purchases  
(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
CT-19-46747	Faucets and related repair materials for Jail II in Justice Center	Department of Public Works	Welker McKee Supply	\$32,222.50	General Fund – Jail Operations
CT-19-47138	Television advertisement for 2020 dog license renewal for Animal Shelter	Department of Public Works	WJW TV	Not-to-exceed \$10,000.00	Special Revenue Fund
CR-19-47532	Purchase (1) Homogenizer for the Toxicology Lab	Medical Examiner's Office	OMINI International	\$7,522.50	98% Coverdell Grant and 2% Medical Examiner's Office Lab Fund

Items/Services Received and Invoiced but not Paid

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CT-19-46947	Veterinary Services for Animal Shelter	Department of Public Works	VCA Great Lakes Veterinary Specialists	\$1,629.08	50% Special Revenue Fund 50% Dick Goddard's Best Friend Fund
CT-19-47093	Veterinary Services for Animal Shelter	Department of Public Works	The Family Pet Clinic	\$1,967.70	50% Special Revenue Fund 50% Dick Goddard's Best Friend Fund
CT-20-47440	Mediation legal fees	Department of Public Works	Mediation Inc.	\$4,125.00	Sanitary Sewer Fund

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

Requisition #	Description	Department	Vendor Name	Total	Funding Source
None					

V – OTHER BUSINESS

Time Sensitive/Mission Critical

BC2019-905

Department of Public Works, recommending an award on RQ47454 to Cromwell Mechanical in the amount not-to-exceed \$11,154.00 for dental clinic equipment repairs at the Jail.

Funding Source: Jail Operations

Matt Rymer, Department of Public Works, presented. Dale Miller asked for the breakdown of the total cost between the equipment and labor and commented that the cost for labor seemed to be high as the repair only included 2 days of service. Michael Chambers motioned to amend the agenda to consider the item; James Boyle seconded. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2019-905 was unanimously approved.

Items of Note (non-voted)

Item No. 1

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

<i>RQ No.</i>	<i>Contract Number</i>	<i>Vendor</i>	<i>Service Description</i>	<i>Amount</i>	<i>Department</i>	<i>Date(s) of Service</i>	<i>Funding Source</i>	<i>Date of Execution</i>
<i>RQ 47475</i>	<i>AG1900004</i>	<i>SMG Cuyahoga County Convention Facilities Development Corp.</i>	<i>Rental of space and related services for the 2020 Northeast Ohio GIS Symposium</i>	<i>\$0.00</i>	<i>Department of Information Technology</i>	<i>5/7/2020-5/8/2020</i>	<i>n/a</i>	<i>11/15/2019</i>
<i>RQ 43115</i>	<i>CE1800468</i>	<i>Infojini, Inc.</i>	<i>Sourcing of Contract Sitefinity; .NET Developers; Web UX Specialist and Content Writers</i>	<i>\$0.00</i>	<i>Department of Information Technology</i>	<i>12/10/2018 – 12/9/2019 to extend the time period to 12/9/2020</i>	<i>Original Contract – General Fund</i>	<i>11/18/2019 (Executive) 11/19/2019 (Law Dept.)</i>
<i>RQ 47363</i>	<i>CE1900438</i>	<i>Southpark Mall, LLC</i>	<i>Kiosk advertising for Foster/Adoption and Family Services</i>	<i>\$2,500.00</i>	<i>Division of Children and Family Services</i>	<i>12/1/2019 – 2/1/2020</i>	<i>State Adoption Incentive Fund</i>	<i>11/19/2019</i>

VI – PUBLIC COMMENT

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:55 a.m.