

Minutes

Cuyahoga County Board of Control
Monday, February 3, 2020 at 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 11:07 a.m.

Attending:

Michael Chambers, Interim Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, 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 – 1/27/2020

Michael Chambers motioned to approve the minutes from the January 27, 2020 meeting; Nan Baker seconded. The minutes were approved by unanimous vote, 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

BC2020-89

Department of Public Works, recommending an award on RQ47634 and enter into a contract with Great Lakes Testing, LLC in the amount not-to-exceed \$7,435.00 for maintenance testing on six (6) 11.4kV-480/277V Dry Type Transformers, six (6) 15kV 600A ITE HPL-C Switches and eighteen (18) 15kV Surge Arrestors in the Cuyahoga County Justice Center for the period 1/13/2020 - 2/12/2020.
Funding Source: General Fund - Capital Project

Matt Rymer, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-89 was unanimously approved.

BC2020-90

Department of Public Works, submitting a Facility Construction Agreement with CSX Transportation, Inc. in the amount not-to-exceed \$1,000.00 for right-of-way to relocate an existing 36" waterline in connection with the replacement of Memphis Road Bridge No. 00.62 over CSXT Railroad in the City of Brooklyn.

Funding Source: Road and Bridge

Nichole English, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-90 was unanimously approved.

BC2020-91

Department of Development,

a) Submitting an RFP exemption on RQ47714, which will result in a payment to Greater Cleveland Partnership in the amount of \$35,000.00 for operational support of the Cuyahoga County Community Improvement Corporation for the period 2/3/2020 – 12/31/2020.

b) Recommending a payment to Greater Cleveland Partnership in the amount of \$35,000.00 for operational support of the Cuyahoga County Community Improvement Corporation for the period 2/3/2020 – 12/31/2020.

Funding Source: General Fund

Paul Herdeg, Department of Development, presented. Trevor McAleer asked for clarification as to whether the \$35,000.00 will fund a staff person at Greater Cleveland Partnership (GCP) to review economic development loans and asked why the County could not staff the Cuyahoga County Community Improvement Corporation (CCCIC); stated that from a strategic standpoint, with or without the \$35,000.00 payment, that the County would have a good relationship with GCP in terms of coming up with economic development packages to attract other business and not sure why the County would pay for operational support for someone to record keep and clerk the meetings while we have the capability in house; stated there would still be a partnership in this process between CCCIC and GCP without the operational support; asked if the County provides any other financial support to GCP aside from this request; asked if the Department of Development will be requesting additional financial support for other initiatives to GCP; stated that it is important to expand the services and the relationship with GCP as a strategic partner but feels the County can manage the administrative functions; and asked if the organization's budget could be shared with the Board members.

Nan Baker asked how the amount of this payment compares to the revenue received by GCP that has been exhausted and asked how the amount of \$35,000.00 was determined; asked if this support would be necessary if interest rates were to increase as the organization could use other sources of revenue; asked if other sources of revenue were considered where this payment would not be necessary; asked for clarification on the funding source and stated that she was pleased that this payment is only for one year so that other options could be explored or the funds absorbed elsewhere; and stated that there needs to be an understanding of the total overall funding provided to the organization.

Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2020-91 was approved by majority vote with Michael Chambers recusing, as he serves on the Board of the Cuyahoga County Community Improvement Corporation.

BC2020-92

Department of Information Technology, submitting an amendment 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 to implement the strategic sourcing and procurement contract management modules, effective 2/3/2020 and for additional funds in the amount not-to-exceed \$79,875.00.

Funding Source: ERP - General Fund

Jack Rhyne, Project Manager, Infor, presented. Dale Miller asked if all scheduled components of the Enterprise Resource Planning (ERP) Project were launched on the scheduled go live date of February 3.

Trevor McAleer commented that this amount was not included in the ERP budget that was presented to County Council and asked if this is an additional expense; and asked Mr. Rhyne to work with Consultant, Zig Berzins on any changes to the estimate, as they relate to Perfect Pay.

Nan Baker asked if the need for additional funds was expected and could have been forecasted earlier; asked if there are any other unexpected expenses identified; and asked why this expense would not be drawn from the Contingency Fund. Dale Miller motioned to approve the item; Trevor McAleer seconded. Item BC2020-92 was unanimously approved.

BC2020-93

Department of Human Resources, recommending an award on RQ46665 and enter into a Contract with The Archer Company, LLC (16-2) in the amount not-to-exceed \$63,000.00 for Classification and Compensation Analysis services for the period 2/3/2020 – 12/31/2022.

Funding Source: General Fund

Rhonda Caldwell, Department of Human Resources, presented. Trevor McAleer asked who the second bidder was and how their pricing compared to The Archer Company, LLC. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-93 was unanimously approved.

BC2020-94

Department of Public Safety and Justice Services, recommending an award on RQ47001 and enter into a contract with Golden Ciphers, Inc. in the amount not-to-exceed \$46,961.68 for the SESA Rites of Passage Program in connection with the FY2020 Title II Formula Juvenile Justice and Delinquency Prevention Grant for the period 10/1/2019 - 9/30/2020.

Funding Source: Ohio Department of Youth Services

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-94 was unanimously approved.

BC2020-95

Department of Health and Human Services/Division of Children and Family Services, requesting authority to pay membership dues in the amount of \$35,982.92 to Public Children's Services Association of Ohio (PCSAO) for the period 1/1/2020 – 12/31/2020.

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

Daniel Basta, Department of Health and Human Services, presented. Michael Chambers commented that while he is authorized to independently approve requests for memberships that this payment was brought forward to the Board of Control for the purpose of transparency due to the total amount and to allow the Board members to ask questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2020-95 was unanimously approved.

BC2020-96

Court of Common Pleas/Juvenile Court Division, recommending an award on RQ47548 and enter into an agreement with the Department of Health and Human Services/Division of Children and Family Services in the amount not-to-exceed \$125,000.00 for management of the Cuyahoga County Family Centered Support Services Project for Juvenile Court youth for the period 1/1/2020 - 12/31/2020.

Funding Source: Health and Human Services Levy Fund

Sarah Baker, Juvenile Court Division, presented. There were no questions. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-96 was unanimously approved.

C. – Consent Agenda

Nan Baker referred to Item No. BC2020-98 and asked for clarification on the extension of time and what purchases were funded under this contract. Mary Beth Vaughn, Department of Public Safety and Justice Services, responded to Ms. Baker's question.

Trevor McAleer referred to Item No. BC2020-101 and asked Michael Chambers if Board members could be provided with a list of agreements for credit card processing services and commented that the fees for the agreement with Point and Pay, LCC are higher than a similar agreement used by the County Treasurer's Office and stated that these types of agreements are often viewed as revenue neutral but a percentage of the fees go to the vendor so these varying fees should be reviewed. Michael Chambers responded to Mr. McAleer's request.

Nan Baker referred to Item No. BC2020-100 and asked for clarification on the time period and if all funds have been utilized; asked why only \$6,000.00 has been spent over a 2 ½ year period and if there are requests in process that will expend some of these available funds. Paul Herdeg, Department of Development, responded to Ms. Baker's questions.

There were no additional questions or comments on the consent items. Michael Chambers motioned to approve BC2020-97 through -104 Trevor McAleer seconded, the consent items were unanimously approved.

BC2020-97

Department of Information Technology, on behalf of the Department of Public Works and the Court of Common Pleas, 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

BC2020-98

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1800158 with City of East Cleveland for the provision of local non-federal matching funds for the implementation of the Operations and Safety Program in connection with the FY2017 Assistance to Firefighters Grant Program for the period 12/1/2018 – 10/31/2019 to extend the time period to 4/30/2020; no additional funds required.

Original Funding Source: General Fund

BC2020-99

Department of Public Safety and Justice Services, submitting a Memorandum of Understanding with Ohio Department of Public Safety, Ohio Emergency Management Agency to permanently transfer ownership of (61) Ludlum 26-3's, CDV-750 charger and Direct Reading Dosimeters to Cuyahoga County and to define the terms and conditions associated with the acceptance and calibration of said equipment to participate in the Annual Radiological Instrumentation Maintenance and Calibration Lab Program.

Funding Source: Ohio Emergency Management Agency

BC2020-100

Department of Health and Human Services/Cuyahoga Job and Family Services on behalf of the Department of Development, submitting an amendment to Contract No. CE1700152 with PSI Services, LLC fka Performance Assessment Network, Inc. for technical and soft skill assessment services for operation of various programs for the period 6/1/2017 – 12/31/2019 to extend the time period to 12/31/2023 and to modify the billing conditions in Article 2, Subsection 2.2 - Invoicing, effective 12/31/2019; no additional funds required.

Original Funding Source: Health and Human Services Levy

BC2020-101

Court of Common Pleas/Juvenile Court Division, submitting an amendment to a revenue neutral agreement with Point and Pay, LCC for onsite and telephone credit card processing services for the period 1/1/2015 - 12/31/2019 to extend the time period to 12/31/2021.

Funding Source: Revenue Neutral

BC2020-102

Sheriff's Department, recommending to amend Board Approval No. BC2019-832 dated 11/12/2019, which amended Board Approval No. BC2019-622 dated 8/19/2019, which authorized an alternative procurement process, and resulted in award recommendations to various providers in the total amount not-to-exceed \$40,000.00 for various purchases for food service operations in the Jail Kitchen for the period 8/19/2019 – 12/31/2021, to allow for the issuance and encumbrance of a single not-to-exceed Department/Purchase Order for future payments, by changing the name of the vendor from Gordon Food Supply to Gordon Food Service, Inc; no additional funds required.

Original Funding Source: General Fund

BC2020-103

Fiscal Office presenting proposed Travel for the week of 2/3/2020

	Travel Requests						
Department	Staff	Event	Host	Dates of Travel	Location	Expenses	Funding Source
Department of Development	Theodore N. Carter	A summit entitled "Annual International Economic Development Council Summit"	International Economic Development Council (IEDC)	2/9-2/11/2020	Tampa, Florida	*Registration- \$899.00 **Meals - \$240.00 **Additional Fees for Conference Sessions – \$330.00 ***Airfare- \$247.00 Total – \$1,716.00	General Fund

*Paid to host

**Staff reimbursement

***Airfare will be covered by a contract with the County's Travel Vendor – (\$247.00)

Note: Mr. Carter will cover his own lodging expenses and is not seeking reimbursement.

Purpose:

Leadership Summit explores social impact strategies and ability to transform the economic well-being of communities. Senior national economic development officers will engage with thought leaders & peers who have implemented/developing innovative approaches to addressing pressing social challenges as part of their economic growth strategy. Through keynote/breakout sessions, attendees will gain fresh perspectives on how to intentionally foster more inclusive/sustainable growth and maximize positive impacts from projects. International Economic Development Council (IEDC) is the global economic development association. Ted Carter is being nominated to its Board to represent Northeast Ohio at this meeting.

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (3)</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 of Family Services</i>	<i>Karen Anderson, Jennifer Croessmann, Cynthia Weiskittel</i>	<i>A workshop entitled "QIC-LGBTQ2S February 2020 Quality Learning Session"</i>	<i>The Institution for Innovation</i>	<i>2/4/- 2/6/2020</i>	<i>Baltimore, MD</i>	<i>*Registration - \$954.00 **Meals - \$186.00 **Ground Transportation- \$180.00 **Airfare – \$641.88 Total – \$1,961.88</i>	<i>University of Maryland Grant</i>

**Paid to host*

***Staff reimbursement*

Purpose:

This meeting will build knowledge to improve outcomes for LGBTQ2S youth in foster care. This learning session will provide training and best practices in providing services for children and youth with diverse Sexual Orientation, Gender Identities and Expression (SOGIE) who are disproportionately more likely than their heterosexual and cisgender peers to experience greater health challenges, enter into the child welfare system, have more placements in both foster homes and group homes, experience homelessness, and have lower rates of reunification with their families of origin. The National Quality Improvement Center on Tailored Services, Placement Stability and Permanency for Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirited Children and Youth in Foster Care (QIC-LGBTQ2S) is funded through the U.S. Department of Health and Human Services, Administrative for Children, Youth and Families, Children’s Bureau, University of Maryland Grant. This grant will cover the costs associated with this travel request.

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-20-47791	Topsoil and landscaping straw for various County properties	Department of Public Works	Three Z Supply	Not-to-exceed \$9,500.00	Sanitary Sewer Fund
CT-20-47807	Fire alarm services for Jail II	Department of Public Works	Honeywell Business Solutions	\$7,615.84	General Fund – Internal Services Fund
CT-20-47883	(1) Lift for use at Harvard Road Garage	Department of Public Works	Northcoast Equipment Specialists	\$5,520.00	33% - Road and Bridge Fund 33% - General Fund – Internal Service Fund 34% - Sanitary Sewer Fund
CR-20-47578	Consumables Sensors, Calibrators and Controls - All-In-One-Analyzer for various labs	Medical Examiner's Office	Nova Biomedical	\$8,434.93	Medical Examiner's Office Crime Lab Fund
CR-20-47581	Consumables for DNA Lab	Medical Examiner's Office	Life Technologies	Not-to-exceed \$43,193.26	DNA Backlog Grant

Items/Services Received and Invoiced but not Paid:

Requisition #	Description	Department	Vendor Name	Total	Funding Source
CF-20-47877	Post Adoption Special Services Subsidy: Installation and materials for ADA Deck*	Division of Children and Family Services	Petro Homes Inc.	\$4,940.00	70% Health and Human Services Levy Fund 30% Title IV-E
CF-20-47889	Post Adoption Special Services Subsidy: Residential treatment services*	Division of Children and Family Services	OhioGuidestone	\$5,220.98	70% Health and Human Services Levy Fund 30% Title IV-E
CF-20-47915	Post Adoption Special Services Subsidy: Residential treatment services*	Division of Children and Family Services	OhioGuidestone	\$8,991.67	70% Health and Human Services Levy Fund 30% Title IV-E
CF-20-47943	Post Adoption Special Services Subsidy: Residential treatment services*	Division of Children and Family Services	Applewood Centers	\$12,307.55	70% Health and Human Services Levy Fund 30% Title IV-E

CR-20-47905	Toxicology testing**	Medical Examiner's Office	National Medical Services dba NMS Labs	\$4,817.00	Medical Examiner's Office Lab Fund
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* 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 \$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 Item

BC2020-105

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ47984 to East Way Behavioral Health in the amount not-to-exceed \$24,999.99 for residential treatment services for the period 1/14/2020 – 5/14/2020.

Funding Source: Health and Human Services Levy Fund

Emily Lockshine, Cuyahoga Job and Family Services on behalf of Division of Children and Family Services, presented. Dale Miller asked what the age of the child receiving services was and if it is anticipated that the child will remain in County custody until the age of 18 or would be released earlier; and asked what the provider's per diem rate is and what the monthly cost would be.

Trevor McAleer asked if this provider will be added to the Master Contract. Michael Chambers motioned to amend the agenda to consider the item; Nan Baker seconded. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC20120-105 was unanimously approved.

Items of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with City of Highland Heights in connection with the rehabilitation of Bishop Road Bridge No. 01.78 over the East Branch of Euclid Creek. Funding Source: 100% with County Road and Bridge Funded. Total cost of project is \$1,800,000.00.

Item No. 2

Department of Public Works, submitting an agreement of cooperation with Board of Park Commissioners of the Cleveland Metropolitan District in connection with the replacement of Mastick Road Bridge No. 03.13 side hill structure in the City of Fairview Park.

Funding Source: N/A

Item No. 3

Department of Development, submitting a housing rehabilitation Contract with Bull Construction Services LLC in the amount not-to-exceed \$16,757.50 in connection with a homeowner rehabilitation loan to Barbara K. Kling (Board Approval No. BC2020-77) for Sewer/Water tie-in for the period 8/19/2019 – 5/19/2020.

Funding Source: Community Development Block Grant

Item No. 4

Department of Development, submitting a housing rehabilitation Contract with Craftsman Custom Flooring, Inc. in the amount not-to-exceed \$34,980.00 in connection with a homeowner rehabilitation loan to Robert & Guiseppina Kalvitz (Board Approval No. BC2019-566) for installation of a new circuit, rewiring garage, waterproofing basement walls, tree removal, replacing sidewalk and front porch floor, installing metal porch posts, railing and handrails for the period 8/21/2019 – 5/21/2020.

Funding Source: Community Development Block Grant

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:42 a.m.