

## Minutes

Cuyahoga County Board of Control  
Monday, March 23, 2020 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 11:08 a.m.

#### Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)  
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)  
James Boyle, County Council (Alternate for Dan Brady)  
Councilman Dale Miller  
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 – 3/16/2020

Michael Chambers motioned to approve the minutes from the March 16, 2020 meeting; Dale Miller 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

##### BC2020-188

Department of Development, recommending approval of Loan Loss Reserves in the total amount not-to-exceed \$460,000.00 to support bank financing for loans to minority borrowers through the Capital Access Fund of Greater Cleveland for the period 4/1/2020 – 12/31/2027:

a) Urban League of Greater Cleveland in the amount not-to-exceed \$230,000.00 through the UBIZ Venture Capital.

b) National Development Council in the amount not-to-exceed \$230,000.00 through the Community Impact Loan Fund  
Funding Source: Economic Development Fund

Paul Herdeg, Department of Development, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-188 was approved by unanimous vote.

#### BC2020-189

Department of Development, recommending an economic development loan to Lakewood Craft Brewing Company, Inc. dba Immigrant Son Brewing in the amount not-to-exceed \$395,000.00 for the purchase of equipment and other project related expenses for a 10-barrel production brewery and brewpub, located at 18120 Sloane Avenue in the City of Lakewood.

Funding Source: General Fund – Economic Development Loan Fund

Paul Herdeg, Department of Development, presented. Dale Miller commented that he is in favor of this highly desirable project, which is located in his district, as it will make use of vacant property, create new jobs and is cost-effective. James Boyle commented that he supports the project as long as there is comfort from the economic and fiscal end; however the current economic situation is quite different from when the loan application had been submitted by the applicant and that this business will not be able to operate under the constantly changing conditions, due to the Coronavirus; and asked if there are any timing issues to approve the project. Michael Chambers commented that these same questions were addressed at the Executive Review Meeting but determined there were significant corporate and personal guarantees with little risk to the County and agreed that it is a worthwhile project that should move forward. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-189 was approved by unanimous vote.

#### BC2020-190

Department of Information Technology, submitting an amendment to Contract No. CE1900336 with Northwoods Consulting Partners, Inc. for maintenance and support of OnBase software for various departments for the period 1/1/2019 – 1/31/2020 to extend the time period to 4/30/2020 and for additional funds in the amount not-to-exceed \$56,490.88.

Funding Source: 60% General Fund and 40% HHS Levy

Jeanelle Greene, Department of Information Technology, presented. James Boyle asked for elaboration of the Council members' advance question whether Hyland Software would be receiving any of the funds through Northwoods Consulting Partners, Inc., who serves as the distributor of the OnBase software; and asked for confirmation that the department is unaware of a sub agreement between Hyland Software and Northwoods Consulting Partners, Inc. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-190 was approved by unanimous vote.

BC2020-191

Department of Information Technology,

a) Submitting an RFP exemption, which will result in an award recommendation to Latitude Geographics Group, Ltd. In the amount not-to-exceed \$5,150.00 for maintenance and support on Geocortex Essentials Standard Edition Software for the period 3/23/2020 – 3/22/2021.

b) Recommending an award on Purchase Order No. PO20000212 to Latitude Geographics Group, Ltd. In the amount not-to-exceed \$5,150.00 for maintenance and support on Geocortex Essentials Standard Edition Software for the period 3/23/2020 – 3/22/2021.

Funding Source: Geographical Information Systems-Real Property

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-191 was approved by unanimous vote.

BC2020-192

Fiscal Department, submitting an amendment to Contract No. CE1900145 with Protiviti Government Services, Inc. through its' staffing Division Robert Half Government for temporary staffing services for the period 03/01/2019 - 02/28/2022 for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: General Fund

Michael Chambers, Fiscal Department, presented. James Boyle expressed his concern that there are no internal staff that can provide the necessary services related to the Comprehensive Annual Financial Report. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-192 was approved by unanimous vote.

BC2020-193

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. PO20000420 to Armag Corporation in the amount not-to-exceed \$14,108.00 for the purchase of (1) Type 2 Explosive Storage Magazine for the City of Cleveland Police Bomb Unit.

Funding Source: FY2017 Urban Area Security Initiative Grant

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 BC2020-193 was approved by unanimous vote.

BC2020-194

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1900303 with United Way of Greater Cleveland for fiscal agent services and emergency food purchase assistance by Hunger Centers serving eligible Cuyahoga County residents for the period 1/1/2020 – 12/31/2020 for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: Health and Human Services Levy Fund

Christine Alexander, Cuyahoga Job and Family Services, presented. James Boyle asked if the funding amount has ever changed as it seemed to remain stagnant since the Board of County Commissioners' Administration. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-194 was approved by unanimous vote.

BC2020-195

Department of Health and Human Services/Division of Children and Family Services, recommending an award on Purchase Order No. PO20000045 and enter into a contract with University of South Florida Board of Trustees in the amount not-to-exceed \$30,422.00 for creation, implementation and maintenance of the Just In Time Foster Parent/Caregiver Web-Based Training Program for the period 3/23/2020 – 12/31/2020.

Funding Source: HHS Levy 70% and Fed IV-E 30%.

Christine Alexander, Cuyahoga Job and Family Services, presented. Dale Miller asked if this is an on-going service or is a new approach to services due to the Coronavirus crisis. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2020-195 was approved by unanimous vote.

C. – Exemptions

BC2020-196

Department of Public Works, recommending to amend Board of Control Approval No. BC2019-238 dated 3/25/2019, which amended BC2019-12 dated 1/7/2019 and BC2018-142, dated 3/5/2018, which approved an alternative procurement process and resulted in award recommendations to various providers in the total amount not-to-exceed \$520,000.00 for the purchase of Ready Mix concrete to complete various Department Orders for the period 3/1/2018 – 2/28/2020 to extend the time period to 2/28/2021 and by changing the not-to-exceed amount from \$520,000.00 to \$620,000.00:

- a) Rockport Construction & Materials, Inc.
- b) Carr Bros., Inc.
- c) Cuyahoga Concrete Co.
- d) Campbell Concrete & Supply
- e) Osborne
- f) Tech Ready mix

Funding Sources: 45% - Road and bridge, 50% - Sanitary Sewer and 5% General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-196 was approved by unanimous vote.

C. – Consent Agenda

There were no questions on the consent agenda items. Dale Miller motioned to approve BC2020-197 through -198; Michael Chambers seconded, the consent items were unanimously approved.

BC2020-197

Fiscal Office presenting proposed Travel for the week of 3/23/2020

<i>Travel Requests</i>							
<i>Department</i>	<i>Staff (1)</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 the Medical Examiner</i>	<i>Todd Barr, M.D.</i>	<i>A meeting entitled "American Academy of Forensic Sciences 2020 Annual Scientific Meeting"</i>	<i>American Academy of Forensic Sciences</i>	<i>2/17/-2/22/2020</i>	<i>Anaheim, California</i>	<i>**Registration-\$600.00</i> <i>**Lodging-\$671.93</i> <i>**Meals - \$168.00</i> <i>**Ground Transportation-\$69.00</i>  <i>Total – \$1,508.93</i>	<i>General Fund</i>

**\*\*Staff reimbursement**

*Late submittal: In error, the department did not submit travel request paperwork per the Travel Policy before the meeting/conference took place. No airfare is being requested as the expense was covered by Mr. Barr.*

*Purpose:*

*Mr. Todd Barr, M.D., Deputy Medical Examiner needed to obtain continuing medical education credits to maintain his Ohio medical license.*

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

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
None					

Items/Services Received and Invoiced but not Paid:

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
PO20000376	Truck repair on Unit No. 17-45 for Fleet Services*	Department of Public Works	Jack Doheny Companies	\$7,504.39	Road and Bridge Fund
PO20000447	Post Adoption Special Services Subsidy: Residential treatment services**	Division of Children and Family Services	Bellefaire JCB	\$3,086.38	70% Health and Human Services Levy and 30% Title IV-E

\*Alternate procurement process to authorize payments to Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 3/24/2016 – 3/23/2020 which was amended to extend the time period to 12/31/2020 and changed the not-to-exceed amount from \$1,350,000.00 to \$1,800,000.00 by Board of Control Approval No. BC2019-597 dated 8/12/2019.

\*\*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.

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

<i>Requisition/ Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
PO20000263	Spices, Nutri-Cal drink mix, jelly/syrup, vegetables, soup, dry goods and sauces April – June	Sheriff's Department	Atlantic Beverage Co.	\$65,661.16	General Fund

PO20000264	Milk April - June	Sheriff's Department	Borden Dairy Company of Ohio dba Dairymen's Milk Company	\$53,962.00	General Fund
PO20000265	Turkey ham, cheese sauce, potatoes and ground turkey April - June	Sheriff's Department	EMA Foods	\$48,916.50	General Fund
PO20000266	Fruit juice, dairy, jelly/syrup, franks, crackers/chips, dry goods, sauces, dressings and kosher meat April - June	Sheriff's Department	Gordon Food Service	\$70,924.55	General Fund
PO20000267	Canned fruit, bulk cereal, cake mix, beans, bagels, soup, dry goods, sauces, dressings and coffee April - June	Sheriff's Department	JNS Foods	\$143,025.10	General Fund
PO20000268	Donuts, drink mix, beef, sausage, frozen vegetables, chicken, potatoes, waffles and kosher meals April - June	Sheriff's Department	National Food Group	\$223,600.20	General Fund
PO20000269	Franks April - June	Sheriff's Department	New England Food Brokerage	\$6,566.40	General Fund
PO20000270	Bread and cookies April - June	Sheriff's Department	Portland Foods	\$71,703.36	General Fund
PO20000271	Fresh fruit and vegetables April - June	Sheriff's Department	The Sanson Company	\$73,520.00	General Fund
PO20000272	Pasta, canned fruit, sauces and dressings April - June	Sheriff's Department	V&J Services, Inc.	\$31,140.00	General Fund

## V – OTHER BUSINESS

### Time Sensitive/Mission Critical Item

BC2020-199

Department of Public Safety and Justice Services, recommending an award on RQ792 to USIQ, Inc. in the amount not-to-exceed \$10,500.00 for the purchase of (75) thermometers in response to the Coronavirus crisis.

Funding Source: General Fund

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Dale Miller asked how long it will take to take a person's temperature with these thermometers. Michael Chambers said that he thinks it will be 1-2 seconds. Ms. Vaughn said that she would follow up with the Board members on this question.

Dale Miller motioned to amend the agenda to add the item; James Boyle seconded. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-199 was approved by unanimous vote.

Dale Miller referred to the Ohio Attorney General's Office recently released report in regards to the use of teleconferencing of official meetings; and further commented that while it is not permitted under ordinary circumstances, that it may be permitted in emergency situations, while still complying with open meetings laws; and recommended that this be further reviewed and perhaps the Board of Control should begin to meet on a bi-weekly basis.

James Boyle commented on the current data regarding the decrease in the jail inmate population, as it relates to the food purchases approved under Item No. BC2020-198 and that there appears to be an increased recognition that alternate avenues need to be taken in relation to the jail population.

Michael Chambers thanked Andria Richardson, Clerk of the Board of Control and the staff of the Department of Information Technology for making the arrangements for teleconferencing today's Board of Control meeting.

### Items of Note (non-voted)

Item No. 1

Department of Public Safety and Justice Services, submitting an amendment to a grant award from Ohio Department of Public Safety/Emergency Management Agency for support of 6 mission areas of homeland security to prevent, protect against, mitigate, respond to and recover from acts of terrorism and align with the U.S. Department of Homeland Security's National Priorities in connection with the FY2017 Law Enforcement State Homeland Security Grant Program for the period 9/1/2017 – 3/31/2020 to extend the time period to 6/30/2020; no additional funds required.

Original Funding Source: FY2017 State Homeland Security Law Enforcement Grant Program



Item No. 2

Sheriff's Department, submitting a grant agreement with the City of Cleveland in the amount of \$100,000.00 for the Interoperable Communications Improvement Project in connection with the FY2018 Byrne Memorial Justice Assistance Grant Program (JAG) for the period 10/1/2018 – 9/30/2021.

Original Funding Source: FY2018 U.S. Department of Justice Edward Byrne Memorial Justice Assistance Grant

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:40 a.m.