

Minutes

Cuyahoga County Board of Control
Monday, August 31, 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 11:02 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)
Lisa Rocco, Director of Operations, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, County Council (Alternate for Dan Brady)
Councilman Dale Miller
Councilwoman Nan Baker
Nichole English, Transportation Planning Engineer, Department of Public Works (Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 8/24/2020

Michael Chambers motioned to approve the minutes from the August 24, 2020 meeting; Dale Miller seconded. The minutes were approved by unanimous vote, as written.

III – PUBLIC COMMENT**

There was no public comment.

IV- CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2020-494

Department of Information Technology, submitting an amendment to Contract No. CE1600120 with DWR Consulting for consultant services to maintain, upgrade and support the FAMIS and Payroll System applications for the period 4/1/2016 – 6/30/2020 to extend the time period to 3/31/2021 and for additional funds in the amount not-to-exceed \$72,000.00.

Funding Source: 100% ERP - General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked if the additional expense was due to the delay in the implementation of the Enterprise Resource Planning System or was the expense anticipated. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-494 was approved by unanimous vote.

BC2020-495

Department of Information Technology,

a) Submitting an RFP exemption on RQ2863, which will result in an award recommendation to Dell Marketing LP in the amount not-to-exceed \$28,484.78 for the purchase of (2) Microsoft SQL Server Enterprise Core Licenses for the Galaxy Badge System.

b) Recommending an award on Purchase Order No. 20002736 to Dell Marketing LP in the amount not-to-exceed \$28,484.78 for the purchase of (2) Microsoft SQL Server Enterprise Core Licenses for the Galaxy Badge System.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-495 was approved by unanimous vote.

BC2020-496

Department of Human Resources, submitting an amendment to Contract No. CE1700151 with Quick Employment, LLC for sourcing and staffing of temporary employees for the period 8/8/2017 – 12/31/2020 to extend the time period to 12/31/2021, to change the terms to include job titles and pay rates for Benefits Coordinator, Benefits Coordinator 2 and Payroll Officer 2, effective 8/31/2020 and for additional funds in the amount not-to-exceed \$99,000.00.

Funding Source: 23% General Fund, 27% Benefits Admin Fund and 50% ERP Fund.

Patrick Smock, Department of Human Resources, presented. Nan Baker asked for clarification on whether this is a new expense and asked if it was part of the original budget for the Enterprise Resource Planning System Project; asked for clarification on whether this additional cost is a capital expense and how the job vacancies factor into the need for this amendment; and asked if Main Sail employees would be needed if the vacancies were filled. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-496 was approved by unanimous vote.

BC2020-497

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 Zapola, Fiscal Office, presented. There were no questions. Michael Chambers motioned to approve the item; Nichole English seconded. Item BC2020-497 was approved by unanimous vote.

BC2020-498

Department of Public Safety and Justice Services,

a) Submitting an RFP exemption on RQ2533, which will result in an award recommendation to Kaseware, Inc. in the amount not-to-exceed \$41,640.00 for (8) Licenses and subscription services for an Intelligence Platform for use by the Northeast Ohio Regional Fusion Center to share, query and analyze intelligence and suspicious activity for the period 9/1/2020 – ~~3/15/2021~~ **3/31/2021**.

b) Recommending an award on Purchase Order No. 20002726 and enter into a contract with Kaseware, Inc. in the amount not-to-exceed \$41,640.00 for (8) Licenses and subscription services for an Intelligence Platform for use by the Northeast Ohio Regional Fusion Center to share, query and analyze intelligence and suspicious activity for the period 9/1/2020 – ~~3/15/2021~~ **3/31/2021**.

Funding Source: FY2018 State Homeland Security – Law Enforcement Grant

Andria Richardson, Clerk of the Board of Control, indicated that the department requested that the end date be changed to 3/31/2021 and read the item into the record, as revised. Mary Beth Vaughn and Michael Herb, Department of Public Safety and Justice Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-498 was approved by unanimous vote, as amended.

BC2020-499

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Agreement No. AG1800043 with University of Maryland, Baltimore, on behalf of the School of Social Work/Institute for Innovation and Implementation to develop, integrate and sustain best practices and programs to improve the well-being, stability and permanency of Lesbian, Gay, Bisexual, Transgender, Questioning, and Two-Spirit (LGBTQ2S) Children and Youth in foster care for the period 9/30/2017 – 9/29/2020 for additional funds in the amount not-to-exceed \$94,318.00.

Funding Source: University of Maryland, Baltimore Grant

Karen Anderson, Division of Children and Family Services, presented. Dale Miller asked how long has the department been receiving grant funds for this initiative and are additional grant funds anticipated after the contract end date; asked if evaluation data to measure program effectiveness and outcomes will be available, as this program has been in place for several years; and thanked Ms. Anderson for her efforts on this important project. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-499 was approved by unanimous vote.

BC2020-500

Sheriff's Department, recommending an award on Purchase Order No. 20002670 and enter into an agreement with Cuyahoga Community College, Public Safety Training Center in the amount not-to-exceed \$250,000.00 for (5) virtual and (25) in-person, scenario-based training sessions for (2,500) sworn peace officers within Cuyahoga County for the period 8/31/2020 – 8/30/2021.

Funding Source: General Fund

Stephen Witt, Sheriff's Department and Chief Clayton Harris, Cuyahoga Community College, presented. Nan Baker referenced prior committee meetings when discussions took place regarding this training and asked for confirmation that all municipalities in Cuyahoga County will be participating and that all local chiefs support the training and are all on the same page as far as how the training will take place; and expressed her support for the training and appreciation for the open communications needed to facilitate this critical training. Dale Miller asked if there will be additional rounds of training that could include approximately 7,500 Warrant Police Officers in Cuyahoga County; and commended Chief Harris and Councilman Michael Gallagher for their excellent leadership and positive cooperative efforts to provide this training to help improve police performance and community relations. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-500 was approved by unanimous vote.

C. – Exemptions

BC2020-501

Department of Public Works, recommending an alternative procurement process to conduct an informal competitive Request For Proposal process, which will result in award recommendations to various providers in the total amount not-to-exceed \$450,000.00 for COVID-19 screening services in various County buildings.

Funding Source: CARES Act Funds

Thomas Pavich and Nichole English, Department of Public Works, presented. Dale Miller asked if any non-essential employees, unable to work virtually, have been identified that can assist with screening services. Michael Chambers said there are 4-5 employees who have volunteered and other employees that are still being trained. Lenora Lockett asked if the department will be presenting a master contract with multiple providers for screening services or whether this has not yet been determined. Michael Chambers motioned to approve the item; Lisa Rocco seconded. Item BC2020-501 was approved by unanimous vote.

BC2020-502

Department of Public Works, recommending an alternative procurement process, which will result in an award recommendation to Pitney Bowes in the amount not-to-exceed \$550,000.00 for the purchase of postage for the period 8/31/2020 – 6/30/2021.

Funding Source: General Fund

Thomas Pavich, Department of Public Works, presented. There were no questions. Michael Chambers motioned to approve the item; Lisa Rocco seconded. Item BC2020-502 was approved by unanimous vote.

BC2020-503

Department of Health and Human Services/Division of Senior and Adult Services, recommending an alternative procurement process, which will result in payments to National Council on Aging in the total amount not-to-exceed \$18,000.00 for use of their Healthcare Benefits Portal for the period 1/1/2019 – 12/31/2021.

Funding Source: Health and Human Services Levy

Daniel Basta, Department of Health and Human Services, on behalf of Division of Senior and Adult Services, presented. There were no questions. Michael Chambers motioned to approve the item; Lisa Rocco seconded. Item BC2020-503 was approved by unanimous vote.

D. – Consent Agenda

There were no questions on the consent agenda items. Michael Chambers motioned to approve BC2020-504 through -505; Dale Miller seconded, the consent items were unanimously approved.

BC2020-504

Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1800182 with Accuscripts Pharmacy LLC for pharmacy services and medical supplies for the Juvenile Court Detention Center for the period 7/1/2018 – 6/30/2020 to extend the time period to 12/31/2020, to modify the budget terms, effective 5/28/2020; no additional funds required.

Original Funding Source: Health and Human Services Levy Fund

BC2020-505

Office of Procurement & Diversity, presenting proposed purchases for the week of 8/31/2020

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

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20001116	Underbridge inspection vehicle rental	Department of Public Works	Harcon Corporation	\$6,100.00	Bridge Maintenance and Inspection Fund
20002649	(3,150) cases of 3-compartment Styrofoam containers for August – December, 2020	Sheriff's Department	Graham Enterprises, Inc., dba Aries Distribution	Not-to-exceed \$49,612.50	General Fund
20002654	(5) Microsoft Surface Pro 7 tablet computers and related accessories	Sheriff's Department	Brown Enterprise Solutions	\$8,345.00	FY2020 Coronavirus Emergency Supplemental Grant Funding Program

Items/Services Received and Invoiced but not Paid:

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
20002783	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	Home Instead Senior Care	\$4,400.00	Health and Human Services Levy Fund
20002778	Skill up training for the Learn and Earn Program*	Cuyahoga Job and Family Services	West Side Deutscher Fauen Verein dba Altenheim	\$18,000.00	Health and Human Services Levy Fund
20002578	Non-emergency client transportation services**	Cuyahoga Job and Family Services	ABC Taxi	\$5,856.43	Health and Human Services Levy Fund - to be reimbursed by the State
20002644	Repairs to Backhoe S-473 for Sanitary Engineer***	Department of Public Works	Akron Tractor and Equipment, Inc.	\$11,600.46	Sanitary Engineer Fund

20002742	Audit services pursuant to Ohio Revised Code Sections 121.37, 115.56 and 117.11	Family and Children First Council	Ohio Auditor of State	Not-to-exceed \$7,000.00	Health and Human Services Levy Fund
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*Approval No. BC2016-892 dated 11/28/2016 which approved an alternate procurement process and exemption from aggregation on various requisitions to make awards to various providers to reimburse employers for employee wage and training expense in connection with the Learn and Earn Program for the period 1/1/2017 – 12/31/2019 and subsequently amended by Board of Control Approval No. BC2019-882 dated 11/25/2019, which extended the time period to 12/31/2021.

**Alternate procurement process and exemption from aggregation to authorize various awards to ABC Taxi in the total amount not-to-exceed \$180,000.00 for non-emergency client transportation services for the period 5/26/2020 – 5/25/2022 approved by Board of Control Approval No. BC2020-301, dated 5/26/2020 and subsequently amended by BC2020-363, dated 6/22/2020, which changed the time period to 1/1/2020 – 12/31/2021.

***Approval No. BC2019-597 dated 8/12/2019, which amended Board Approval BC2018-932 dated 12/17/2018 that authorized an alternative procurement process resulting in awards to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 3/24/2016-3/23/2020 which extended the time period to 12/31/2020 and changed the amount from \$1,350,000.00 to \$1,800,000.00.

Open Market Purchases

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

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
None					

V – OTHER BUSINESS

Time Sensitive/Mission Critical Items

BC2020-506

Department of Public Works, recommending an award on RQ2974 to Northcoast Event Services in the amount not-to-exceed \$14,650.00 for metal barricade rental for the Justice Center.

Funding Source: General Fund

Thomas Pavich and Nichole English, Department of Public Works, presented. Nan Baker asked how barricade needs were handled 4 years ago during the Republic National Convention and has there been a need for this type of equipment for other events for crowd control purposes since then.

Dale Miller asked if any subsequent requests for either past or future services are expected; and asked how many additional events could justify the purchase of barricades rather than continuing to rent, as needed; and expressed hope that we are nearing the end of a series of events that would necessitate these services.

Trevor McAleer asked what the barricade rental period was and what type of barricades would be sought if an informal bid is released; and asked why this mission critical request was not listed on the printed agenda prior to release, as services were provided more than a month ago.

Lenora Lockett stated that a time sensitive/mission critical purchase allows for the department to determine that there is a critical need, authorize the purchase and then bring the request to the Board of Control to confirm that the purchase meets the criteria for a mission critical process, as the commitment to the vendor has already been made; said that it is up to the Board now to confirm that the purchase, that has already taken place, is time sensitive/mission critical and is consistent with procedures; said that the next rollout of procedures will be updated to document the process for time sensitive/mission critical requests and that the timing for bringing the item to the Board provides accountability and transparency but does not prohibit the purchase as long as it is consistent with procedures.

Mr. McAleer expressed his preference that these items appear on the printed agenda so that the Board and the public are aware of a request in advance of the meeting.

Ms. Lockett concurred with Mr. McAleer's comments that items should appear on the printed agenda so as not to be perceived as a "walk-on" request.

Michael Chambers motioned to amend the agenda to add the item; Dale Miller seconded. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2020-506 was approved by unanimous vote.

BC2020-507

Department of Public Works, recommending an award on RQ48603 to Suburban Marble & Granite in the amount not-to-exceed \$13,615.00 for granite replacement at the Justice Center.

Funding Source: General Fund

Thomas Pavich and Matt Rymer, Department of Public Works, presented. Nan Baker asked if the granite damage occurred at the entrance or parking lot area and asked if the building was penetrated. Michael Chambers motioned to amend the agenda to add the item; Nichole English seconded. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2020-507 was approved by unanimous vote.

VI – PUBLIC COMMENT**

Andria Richardson, Clerk of the Board of Control, announced that the meeting of September 7, 2020 has been canceled, in observance of the Labor Day holiday, and that the next meeting of the Board of Control is scheduled for Tuesday, September 8, 2020 at 11:00 a.m.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Lisa Rocco seconded. The motion to adjourn was unanimously approved at 11:57 a.m.