

Minutes

Cuyahoga County Board of Control
Monday, February 8, 2021 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 11:01 a.m.

Attending:

Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)
Councilman Dale Miller
Councilwoman Nan Baker
Nichole English, Administrator, Planning and Programming, Department of Public Works
(Alternate for Michael Dever)
Lenora Lockett, Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 2/1/2021

Leigh Tucker motioned to approve the minutes from the February 1, 2021 meeting; Trevor McAleer seconded. The minutes were approved by unanimous vote, as written.

III – PUBLIC COMMENT**

There was no public comment.

IV- CONTRACTS AND AWARDS

A. – Tabled Item

B. – New Items for Review

BC2021-53

Department of Public Works, requesting authority to prepare an amendment to Contract No. 871 with Project Management Consultants LLC for owner's representative services in connection with the Justice Center Complex Project for the period 1/9/2019 – 1/8/2021 to extend the time period to 1/8/2022; no additional funds required.

Funding Source: General Fund

Nichole English, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-53 was approved by unanimous vote.

BC2021-54

Department of Public Works, submitting an amendment to Contract No. 630 with Diocese of Cleveland Facilities Services Corporation for lease of office space located at Fatima Family Center, 6600 Lexington Avenue, Cleveland, for use by Division of Children and Family Services for the period 1/1/2010 - 12/31/2020 to extend the time period to 12/31/2025 and for additional funds in the amount not-to-exceed \$49,550.00.

Funding Source: Health and Human Services Levy Fund

John Myers, Department of Public Works, presented. Nan Baker asked how many square feet is covered under this lease and if the lease is expected to continue after 2025. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-54 was approved by unanimous vote.

BC2021-55

Department of Public Works, recommending an award on RQ3621 and enter into Contract No. 715 with Suburban Maintenance & Construction, Inc. (5-2) in the amount not-to-exceed \$257,469.00 for Hillside Road rehabilitation of existing Bridge No. 03.81 over the Cuyahoga River in the City of Independence and Village of Valley View.

Funding Source: Road and Bridge Fund

Nichole English, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-55 was approved by unanimous vote.

BC2021-56

Department of Public Works,

- a) Submitting an RFP exemption on RQ4405, which will result in an award recommendation to Pitney Bowes Inc. in the amount not-to-exceed \$197,659.44 for a state contract purchase for lease, maintenance and support services of mailing equipment located at various County buildings for the period 12/1/2020 – 11/30/2023.
- b) Recommending an award and enter into Contract No. 860 with Pitney Bowes Inc. in the amount not-to-exceed \$197,659.44 for a state contract purchase for lease, maintenance and support services of mailing equipment located at various County buildings for the period 12/1/2020 – 11/30/2023.

Funding Source: Postage – LS/Rent – Equipment Fund

Tom Pavich, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-56 was approved by unanimous vote.

BC2021-57

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 21000152 to Motorola Solutions, Inc. (46-3) in the amount not-to-exceed \$462,231.00 for the purchase of (276) P25 portable radios and accessories for use by law enforcement departments in various communities.

Funding Source: FY17 Urban Area Security Initiative (62%); FY17 State Homeland Security (12%); FY18 State Homeland Security (26%)

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-57 was approved by unanimous vote.

BC2021-58

Court of Common Pleas/Juvenile Court Division, recommending a sole source award on Purchase Order No. 20004411 to PowerDMS, Inc. in the amount not-to-exceed \$17,250.15 for the purchase of (650) PowerDMS user licenses and related training services.

Funding Source: General Fund

Priscilla Bottomlee, Juvenile Court Division, presented. There were no questions. Leigh Tucker motioned to approve the item; Nichole English seconded. Item BC2021-58 was approved by unanimous vote.

BC2021-59

Department of Health and Human Services/Division of Children and Family Services,

a) Submitting an RFP exemption on RQ4082, which will result in award recommendations to various providers in the total amount not-to-exceed \$400,000.00 for adoption services for the period 1/1/2021 – 12/31/2022:

- 1) Contract No. 751 with Beech Brook in the amount not-to-exceed \$14,000.00
- 2) Contract No. 754 Bellefaire Jewish Children’s Bureau in the amount not-to-exceed \$10,000.00
- 3) Contract No. 887 Building Blocks Adoption Service, Inc. in the amount not-to-exceed \$7,500.00
- 4) Contract No. 755 Caring for Kids, Inc. in the amount not-to-exceed \$62,500.00
- 5) Contract No. 748 Catholic Charities Corporation in the amount not-to-exceed \$20,000.00
- 6) Contract No. 749 Christian Children’s Home of Ohio in the amount not-to-exceed \$20,000.00
- 7) Contract No. 888 Families First, Inc. in the amount not-to-exceed \$5,500.00
- 8) Contract No. 750 Forever Home Adoptions in the amount not-to-exceed \$2,500.00
- 9) Contract No. 752 Keeping Kids Safe, Inc. in the amount not-to-exceed \$5,000.00
- 10) Contract No. 889 Lutheran Social Services of the National Capital Area, Inc. in the amount not-to-exceed \$5,500.00
- 11) Contract No. 753 National Youth Advocate Program, Inc. in the amount not-to-exceed \$40,000.00
- 12) Contract No. 772 OhioGuidestone in the amount not-to-exceed \$40,000.00
- 13) Contract No. 773 Open Arms Adoptions in the amount not-to-exceed \$30,000.00
- 14) Contract No. 775 Pathway Caring for Children in the amount not-to-exceed \$40,000.00
- 15) Contract No. 777 Specialized Alternatives for Families and Youth of Ohio, Inc. in the amount not-to-exceed \$40,000.00
- 16) Contract No. 782 The Bair Foundation in the amount not-to-exceed \$32,500.00
- 17) Contract No. 785 The Twelve of Ohio, Inc. in the amount not-to-exceed \$15,000.00

18) Contract No. 786 The Village Network in the amount not-to-exceed \$10,000.00

- b) Requesting authority to prepare a Master Contract with various providers (as listed above) in the total amount not-to-exceed \$400,000.00 for adoption services for the period 1/1/2021 – 12/31/2022.

Funding Source: State Child Protection Allocation

Paul Porter, Department of Health and Human Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-59 was approved by unanimous vote.

BC2021-60

Department of Health and Human Services/Cuyahoga Job and Family Services,

- a) Submitting an RFP exemption on RQ4277, which will result in an award recommendation on State Contract to CBTS Technology Solutions LLC in the amount not to exceed \$71,175.00 for Voice Over Internet Protocol Call Center Operations in connection with Cuyahoga County SNAP Telework for Performance Project for the period 2/1/2021-5/31/2022.
- b) Requesting authority to prepare Contract No. 461 on State Contract with CBTS Technology Solutions LLC in the amount not to exceed \$71,175.00 for Voice Over Internet Protocol Call Center Operations in connection with Cuyahoga County SNAP Telework for Performance Project for the period 2/1/2021-5/31/2022.

Funding Source: (Federal Grant) \$46,263.00 FY2020 Process and Technology Improvement Grant Funds and \$24,912.00 Health and Human Services Levy Funds

Paul Porter and David Merriman, Department of Health and Human Services, presented. Nan Baker commented that she supports this project and thanked the department for implementing this operational change and said she would be interested to hear about the outcomes after implementation. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-60 was approved by unanimous vote.

BC2021-61

Department of Health and Human Services/Cuyahoga Job and Family Services,

- a) Submitting an RFP exemption on RQ4639, which will result in an award recommendation to Clarity Solutions Group, LLC in the amount not-to-exceed \$98,648.00 for consulting services to address the technological, process, data and training needs in connection with Telework for Performance Project for the period 1/1/2021 – 12/31/2021.
- b) Recommending an award on RQ4639 and enter into Contract No. 707 with Clarity Solutions Group, LLC in the amount not-to-exceed \$98,648.00 for consulting services to address the technological, process, data and training needs in connection with Telework for Performance Project for the period 1/1/2021 – 12/31/2021.

Funding Source: \$51,724.00 – (Federal Grant) - FY2020 SNAP Process and Technology Improvement Grant Award and \$46,924.00 – Health and Human Services Levy Funds

Paul Porter, Department of Health and Human Services, presented. Nan Baker asked why the dates for consulting services are not in line with the project time period; and asked for clarification on when the department will be ready to take calls and be fully operational. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-61 was approved by unanimous vote.

BC2021-62

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 391 with Mental Health Services for Homeless Persons, Inc. dba FrontLine Service for coordinated intake and assessment services for homeless individuals and families for the period 1/1/2018 – 12/31/2021 for additional funds in the amount not-to-exceed \$432,721.00.

Funding Source: 31% Emergency Solutions Grant and 69% Ohio Development Services Agency Homeless Crisis Response Program

Melissa Sirak, Office of Homeless Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-62 was approved by unanimous vote.

C. – Exemptions

BC2021-63

Department of Information Technology, recommending an alternative procurement process, which will result in an award recommendation to Amazon Web Services, Inc. in the amount not-to-exceed \$150,000.00 to provide hosting services to provide employee access to the Enterprise Resource Planning System for the period 2/16/2021 - 8/15/2022.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Trevor McAleer asked if this service could be considered sole source and asked for clarification if another procurement process will be conducted; and asked whether the County already uses this application for other agencies.

Lenora Lockett asked if this request is an RFP exemption or alternative procurement in that an alternative procurement involves a deviation in the process to be utilized but this request is selecting a vendor off a State Contract and that this could be considered an RFP exemption.

Ms. Greene indicated the Law Department advised them to request an alternative procurement process as the State of Ohio contract was not a competitively bid process and that this is not the same as a State Term Contract.

Nan Baker asked if the request includes added security services and takes into account employees working from home; and asked how long the current ADFS system has been used. Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-63 was approved by unanimous vote.

BC2021-64

Department of Information Technology, recommending an alternative procurement process, which will result in award recommendations to (3) independent contractors, to be determined, in the total amount not-to-exceed \$360,000.00 for Enterprise Resource Planning System support services for a period of ~~1-~~ **year 6 months** with staggered effective dates.

Funding Source: General Fund

Jeanelle Greene and Jack Rhyne, Department of information Technology, presented.

Lenora Lockett asked for clarification on the posting period, the structure of the alternative procurement process and how applications will be received; stated that the process is typically detailed at the time the alternative procurement process is requested; asked for clarification whether this process is already complete; and stated that she understands the importance of these services, but the typical process is to request authority from the Board prior to conducting the process.

Trevor McAleer asked how many applicants were interviewed and how the 25 resumes reviewed were received; asked for clarification if the intent is to hire contractors and not employees; asked if the department reached out to Hyland Software, who recently experienced layoffs; asked if the recommended candidates are Infor-certified; asked why the effective dates are staggered; asked why the request for approval is coming after the completion of the process and why the request did not come sooner within the past 2 months; asked when the positions were posted; asked for clarification if this will be a 6-month service with the possibility of an extension, as stated by Mr. Rhyne; asked why the department initially requested a period of 1 year; expressed his preference that this item be considered for a 6-month period and the department can request an extension, if necessary; asked how many hours per week will the contractors be working and will they be paid more if they exceed 40 hours per week; asked if Mr. Rhyne is comfortable with the knowledge transfer being done remotely; and requested that the department track services and provide weekly reports to County Council to be sure knowledge transfer is occurring and goals are being met.

Nan Baker asked if services will continue beyond the 1-year period and will the department be trying to fill these positions; asked if these will be permanent positions that will need to be filled or are these one-time services; asked for clarification on the work that will be performed; asked for clarification on the 6-month timeframes and whether goals can be accomplished in 6 months; asked if it is anticipated that the contracts could be extended beyond 6 months; and agreed with Mr. McAleer's statement regarding reporting to ensure that issues are being addressed properly due to staffing turnover, as Mr. Rhyne has previously reported; and asked who will oversee services of the contractors.

Dale Miller asked if the candidates have accepted the positions and what are the start dates; and asked if the cost is reduced if this request will only be for 6 months as the rates seem high for only 6 months.

Nichole English recommended that the department document the process that was utilized, including the posting, which would list the position requirements and share that information with the Board members.

Leigh Tucker asked for clarification if the contractors are Infor-certified or Lawson-certified.

Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-64 was approved by unanimous vote, as amended.

BC2021-65

Department of Health and Human Services/Cuyahoga Job and Family Services, recommending to amend Board Approval No. BC2020-364 dated 6/22/2020, which amended Board Approval No. BC2020-302 dated 5/26/2020, which approved an alternative procurement process and exemption from aggregation on various purchase orders resulting in various award recommendations to Ace Taxi in the total amount not-to-exceed \$120,000.00 for non-emergency client transportation services, **by changing the time period from 1/1/2020 – 12/31/2021 to 11/1/2019-12/31/2021; no additional funds required.**

Funding Source: Health and Human Services Levy Fund

Dan Basta and Paul Porter, Department of Health and Human Services, presented. Dale Miller thanked the department for their detailed response to Council members' advanced questions; asked for the status of the non-emergency transportation services bid and whether a recommended vendor has been selected and who that vendor is; and asked how many bids were received and by whom. Trevor McAleer asked if the overall usage of non-emergency transportation services has declined during the COVID-19 pandemic. Nan Baker asked the amount of the outstanding invoice and whether there are any other outstanding invoices to pay. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-65 was approved by unanimous vote.

D. – Consent Agenda

There were no questions or comments on the Consent Agenda items. Leigh Tucker motioned to approve BC2021-66; Dale Miller seconded, the consent items were unanimously approved.

BC2021-66

Office of Procurement & Diversity, presenting proposed purchases for the week of 2/8/2021:

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>
20004403	1-year renewal of RepliWeb Distribution Manager Full Server Subscription	Department of Information Technology	QlikTech, Inc.	\$5,850.00	General Fund
20004481	(10) Portable radios with accessories for Lake County Sheriff's Office	Department of Public Safety and Justice Services	Motorola Solutions Inc.	\$20,470.54	FY18 State Homeland Security Grant – Law Enforcement
20004373	(520) cases of N-95 masks	Juvenile Court Division	Koppel Advertising	\$6,136.00	Office of Criminal Justice Services COVID-19 Grant Funds
20004417	(1,296) boxes of ear loop masks	Juvenile Court Division	Holzberg Communications, Inc.	\$5,041.44	Office of Criminal Justice Services COVID-19 Grant Funds

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>
21000227	December, 2020 payment for State-mandated services rendered to children with medical handicaps*	Cuyahoga Job and Family Services	Treasurer, State of Ohio	\$102,617.81	Health and Human Services Levy Fund

20003589	(14) Dog License advertisements	Department of Public Works	Nexstar Broadcasting Inc.	\$1,960.00	Dog and Kennel Fund
21000061	(30) AOS TrussFile 37 Blueprint Storage Boxes for County Archives	Department of Public Works	Engineer Supply LLC	\$1,889.70	General Fund
21000113	Ready Mix Concrete**	Department of Public Works	Campbell Concrete and Supply	Not-to-exceed \$49,500.00	Road and Bridge Fund
21000118	Factory Authorized – Rear end repair to Truck S-422***	Department of Public Works	Rush Truck Center of Ohio Inc.	\$3,439.75	Sanitary Operating Fund
21000184	Factory Authorized – Rear end repair to Truck S-507***	Department of Public Works	Valley Ford Truck Inc.	\$4,157.43	Sanitary Operating Fund

*Alternative procurement process and exemption from aggregation to authorize payments to Ohio Department of Health for various purchase orders in the total amount not-to-exceed \$1,450,000.00 for State-mandated services rendered to children with medical handicaps, in accordance with Ohio Revised Code Section 3701.023, for the period 5/26/2020 – 5/25/2022 approved by Board of Control Approval No. BC2020-300, dated 5/26/2020 and amended by BC2020-362, dated 6/22/2020 which changed the time period from 5/26/2020 – 5/25/2022 to 1/1/2020 – 12/31/2020 and amended by BC2020-436, dated 7/27/2020, which changed the name from Ohio Department of Health to Treasurer, State of Ohio.

**Approval No. BC2020-376 dated June 29, 2020 which amended Board Approval No. BC2020-196, dated 3/23/2020, which amended various Board of Control Approval Nos., which authorized an alternative procurement process, and made 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 – 2/28/2021, by changing the not-to-exceed amount from \$620,000.00 to \$720,000.00:

***Approval No. BC2020-684 dated 12/21/20, which amended BC2019-597 dated 8/12/2019, which amended various Board Approvals on various dates, which authorized an alternative procurement process resulting in awards to various Factory Authorized Dealers in the total amount not-to exceed \$1,800,000.00 for vehicle and equipment repairs, parts, and services for the period 3/24/2016-12/31/2020 to extend the time period to 12/31/2021; no additional funds required.

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 Item

BC2021-67

Department of Public Safety and Justice Services, recommending an award on Purchase Order No. 21000215 to ESI, Inc. in the amount of \$3,219.00 for the repair of automated license plate reader camera equipment.

Funding Source: General Fund

Mary Beth Vaughn and Sergeant Devlin, Department of Public Safety and Justice Services, presented. Nan Baker asked how the camera equipment was damaged and appreciates the department efforts to determine whether this could be a reimbursable expense from the City of Cleveland. Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-67 was approved by unanimous vote.

Item of Note (non-voted)

Item No. 1

Department of Public Works, submitting an agreement of cooperation with Village of Oakwood for the resurfacing of Broadway Avenue from Macedonia Road to Richmond Road in connection with the 2021 – 2024 Transportation Improvement Program.

Funding Source: \$920,000.00 Federal Funds, \$505,000.00 County Road and Bridge Funds and \$505,000.00 Village of Oakwood

Item No. 2

Department of Public Works, submitting an agreement of cooperation with Village of Oakwood for the resurfacing of Forbes Road from First Place to Richmond Road in connection with the 2021 – 2024 Transportation Improvement Program.

Funding Source: \$620,000.00 Federal Funds, \$155,000.00 Road and Bridge Funds, \$110,000.00 Village of Oakwood and \$45,000.00 City of Bedford Heights.

Item No. 3

Department of Public Works, submitting an agreement of cooperation with City of Highland Heights for the resurfacing of Wilson Mills Road from Lander Road to Alpha Drive in connection with the 2021 – 2024 Transportation Improvement Program.

Funding Source: \$650,000.00 Federal Funds, \$105,000.00 Road and Bridge Funds, \$52,500.00 City of Highland Heights and \$52,500.00 Mayfield Village

Item No. 4

Department of Public Safety and Justice Services/Office of Emergency Management, requesting authority to submit a grant application to the Ohio State Emergency Response Commission in the amount of \$133,721.00 for the Chemical Emergency Planning and Community Right-to-Know Fund in connection with the Ohio EPA Right-to-Know Program for the period 7/1/2021 – 6/30/2022.

Funding Source: Ohio State Emergency Response Commission

Item No. 5

Department of Public Safety and Justice Services, submitting an amendment to a grant agreement with the State of Ohio Emergency Management Agency for the FY2020 State Homeland Security Law Enforcement Grant Program – Region 2 for the period 9/1/2020 – 3/31/2023 for additional grant funds in the amount of \$64,000.00.

Funding Source: Ohio Emergency Management Agency Grant Funds

Item No. 6

Department of Public Safety and Justice Services, submitting an amendment to a grant agreement with the State of Ohio Emergency Management Agency for FY2020 State Homeland Security Grant Program for the period 9/1/2020 – 3/31/2023 for additional grant funds in the amount of \$185,000.00.

Funding Source: State Homeland Security Grant Program

Item No. 7

Court of Common Pleas/Corrections Planning Board,

- a) Requesting authority to submit a grant application to U.S. Department of Justice/Office of Justice Programs in the amount of \$750,000.00 for the Cuyahoga County Violence Intervention Program Pilot Expansion in connection with the FY2020 Improving Community Supervision Outcomes through Swift, Certain and Fair Responses Grant Program for the period 10/1/2020 – 9/30/2024.
- b) Submitting a grant award from U.S. Department of Justice/Office of Justice Programs in the amount of \$750,000.00 for the Cuyahoga County Violence Intervention Program Pilot Expansion in connection with the FY2020 Improving Community Supervision Outcomes through Swift, Certain and Fair Responses Grant Program for the period 10/1/2020 – 9/30/2024.

Funding Source: U.S. Department of Justice/Office of Justice Grant Funds

VI – PUBLIC COMMENT**

VII – ADJOURNMENT

Leigh Tucker motioned to adjourn; Lenora Lockett seconded. The motion to adjourn was unanimously approved at 12:20 p.m.