

Minutes

Cuyahoga County Board of Control
Monday, February 22, 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:

Michael Chambers, 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 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 – 2/16/2021

Michael Chambers motioned to approve the minutes from the February 16, 2021 meeting; Nichole English 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

BC2021-75

Department of Public Works, requesting authority to prepare an amendment to Contract No. 621 with TRC Engineers, Inc. for general engineering services for the period 6/12/2019 – 6/11/2022 for additional funds in the amount not-to-exceed \$137,774.00.

Funding Source: Road and Bridge Funds

Nichole English, Department of Public Works, presented. Nan Baker asked how the additional funding will be divided between the railroad project and the Green Road project; and asked if a portion of costs will be reimbursed. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-75 was approved by unanimous vote.

BC2021-76

Department of Human Resources, submitting an amendment to Contract No. 567 with Moore Counseling and Mediation Services, Inc. for the Employee Assistance Program for County employees and their eligible dependents for the period 1/1/2018 - 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$146,126.40.

Funding Source: 73% Benefits Administration Fund and 27% General Fund

Pat Smock, Department of Human Resources, presented. Nan Baker thanked Mr. Smock for his explanation of late submittal and was glad to hear the department is overcoming the obstacles that contribute to late submittals. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-76 was approved by unanimous vote.

BC2021-77

Department of Workforce Development, submitting an amendment to Contract No. 274 with Strategic Resources Consulting, LLC for outreach and communication services to develop and implement a communication and outreach plan for the period 11/1/2019 – 10/31/2020 to extend the time period to 10/31/2021, to modify the language in Section 8.15 regarding Force Majeure events, effective 11/1/2020 and for additional funds in the amount not-to-exceed \$125,000.00.

Funding Source: Workforce Innovation and Opportunity Act Funds

Mary Kelley, Department of Workforce Development, presented. Nan Baker asked if the department has overcome their issues in processing items through the new Infor system; and asked if any payments have been made or if the vendor is awaiting payments; and commented that this is an outstanding program and is glad to hear the department is overcoming the issues with managing the new Infor system. Trevor McAleer asked when these services will be bid again. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-77 was approved by unanimous vote.

BC2021-78

Department of Workforce Development, submitting an amendment to Contract No. 651 with Linking Employment Abilities and Potential (LEAP) for the In-School Youth Program for students with disabilities in connection with the Workforce Innovation and Opportunity Act for the period 7/1/2019 – 6/30/2021 for additional funds in the amount not-to-exceed \$32,000.00.

Funding Source: Federal Workforce Innovation and Opportunity Act Funds

Mary Kelley, Department of Workforce Development, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-78 was approved by unanimous vote.

BC2021-79

Sheriff's Department, recommending an award on Purchase Order No. 21000109 to Viken Detection Corporation (13-1) in the amount not-to-exceed \$43,950.00 for the purchase of (1) new handheld, portable backscatter x-ray imager for use in law enforcement operations.

Funding Source: FY2019 Operation Stonegarden Grant Fund

Stephen Witt, Sheriff's Department, presented. Nan Baker asked why the department is only purchasing one imager and if this type of equipment has been used before. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2021-79 was approved by unanimous vote.

The following item was held at the request of the Board of Control members.

BC2021-80

~~Sheriff's Department, submitting an amendment to Contract No. 225 with Black Creek Integrated Systems Corporation for maintenance and support of multi-component security systems at the Cuyahoga County Juvenile Justice Center, located at 9300 Quincy Avenue, Cleveland for the period 1/1/2015 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not to exceed \$160,867.00.~~

~~Funding Source: Building Security Internal Services Fund~~

Stephen Witt, Sheriff's Department, presented. Dale Miller asked for the contract history and what the annual increases were for this service; and said that while the services are needed, he would be interested to know if these services could be bid to achieve competitive pricing. The department indicated they will need to research and will get back to the Board members. Nan Baker stated that she would like to see the timeline to process this amendment through the Infor system, including any technical issues which contributed to the lateness, shared with the Enterprise Resource Planning System Director. Michael Chambers asked the department if this item could be held for one week pending receipt of additional information on the service history. The Board members concurred with this recommendation and the item was held.

BC2021-81

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 374 with Housing Innovations, LLC for planning and evaluation services in connection with the Cuyahoga County Continuum of Care Evaluation and Planning Project for the period 8/1/2018 – 12/31/2020 to extend the time period to 12/31/2021, to modify the language in Section XI regarding Force Majeure events, effective 1/1/2021 and for additional funds in the amount not-to-exceed \$132,000.00.

Funding Source: U.S. Department of Housing & Urban Development, Continuum of Care Homeless Assistance Grant

Melissa Sirak, Office of Homeless Services, presented. Nan Baker asked if payments have been on hold for the past 60 days. Michael Chambers asked for confirmation that the services continued but the provider is still waiting on payment. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-81 was approved by unanimous vote.

BC2021-82

Department of Health and Human Services/Division of Children and Family Services, recommending a payment to Public Children Services Association of Ohio in the amount of \$35,982.92 for membership dues for the period 1/1/2021 – 12/31/2021.

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

Dan Basta, Department of Health and Human Services, presented. Michael Chambers clarified Mr. Basta's comments regarding the dollar threshold for membership requests that the Fiscal Officer may approve and stated that it is his preference to send requests of this value to the Board of Control for consideration. Nan Baker asked if this is a recurring membership and why is the request almost 45 days late if this was an anticipated renewal. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-82 was approved by unanimous vote.

BC2021-83

Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to Contract No. 227 with Senior Transportation Connection for operational support for transportation services for seniors and adults with disabilities for the period 2/10/2020 – 12/31/2020 to extend the time period to 12/31/2021 and for additional funds in the amount not-to-exceed \$200,000.00. Funding Source: Health and Human Services Levy Fund

Paul Porter, Department of Health and Human Services, presented. Nan Baker asked for the reason for late submittal and if there are any expenses for 2021 to be paid; and commented that she hopes that the next renewal contract will be presented for approval in a timely manner. Michael Chambers motioned to approve the item; Nichole English seconded. Item BC2021-83 was approved by unanimous vote.

C. – Exemptions**BC2021-84**

Department of Development, recommending an alternative procurement process, which will result in the issuance of a Request for Qualifications on RQ5152 in the amount not-to-exceed \$23,494,727.40 to various non-profit organizations for emergency rental assistance services for the period 4/1/2021 – 12/31/2021.

Funding Source: Federal Emergency Rental Assistance Funds

Paul Herdeg, Department of Development, presented. Dale Miller asked if the CHN Housing funds were received and if their program is operational; stated that some City of Lakewood residents are being referred to community centers for rental assistance and asked if those constituents will be served under this program; and asked if there are other communities that utilize separate programs for these services.

Trevor McAleer asked if the Federal money can be used in all 59 communities in Cuyahoga County; asked if the funds will be awarded to multiple providers or just one and if there is a timetable to spend the funds; asked if the money can be used only for renters and not mortgage holders; asked if the alternative procurement request was due to the expedited timeframe to use available funds; asked when the bid posting will be sent and how long will it be posted; and asked if the administrative costs are capped and for how much.

Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2021-84 was approved by unanimous vote.

D. - Consent Agenda

Trevor McAleer referred to Item No. BC2021-85 and asked if the current provider responded to the new Request for Proposals that was recently issued; asked if the provider is paid a percentage of each transaction processed; asked if the percentage were standard or were varied among the respondents to the new Request for Proposals; and asked when the last time these services were bid. Nan Baker asked why the new Request for Proposals was issued so late, which resulted in this request for an extension of time to the current agreement. Michael Chambers motioned to approve BC2021-85 through -87; Nichole English seconded, the consent items were unanimously approved.

BC2021-85

County Treasurer's Office, submitting an amendment to an agreement with Official Payments Corporation for electronic bill payment services in connection with the County's on-line Credit Card Payment Program for the period 2/13/2020 - 2/12/2021 to extend the time period to 8/1/2021; no additional funds required. Funding Source: N/A

BC2021-86

Agency of the Inspector General, recommending to amend Board Approval No. BC2019-67, dated 1/22/2019 which approved a sole source contract with West Publishing Corporation dba West, a Thomson Reuters business in the amount not-to-exceed \$9,475.92 for CLEAR Government Fraud database services, **to change the time period from 1/28/2019 – 1/27/2021 to 4/1/2019-3/31/2021; no additional funds required.**

Funding Source: General Fund

BC2021-87

Office of Procurement & Diversity, presenting proposed purchases for the week of 2/22/2021:

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>
21000168	(7) 1-year Cues Granite Subscription renewal licenses	Department of Public Works	The Safety Company LLC	\$11,214.00	Sanitary Operating Fund
21000333	Disposal of Clean Fill	Department of Public Works	P&P Valley View Holdings Inc. aka Boyas Excavating & Boyas Aggregates	Not-to-exceed \$49,500.00	Road & Bridge Fund
21000149	(1,180) bottles of gel hand sanitizer for Juvenile Detention Center	Juvenile Court Division	W. W. Graham dba Aries Distribution	\$9,126.90	Office of Criminal Justice Services COVID-19 Grant Funds
21000354	(7) HP 15.6 Elitebook Notebooks for Detention Probation Managers	Juvenile Court Division	Brown Enterprise Solutions, LLC	\$7,070.00	Office of Criminal Justice Services COVID-19 Grant Funds
20004480	Equipment and materials for build out of (4) Law Enforcement vehicles	Sheriff's Department	Hall Public Safety Co.	\$47,010.88	General Fund
21000002	Powerade, Gatorade, and Propel individual powder packs for inmates	Sheriff's Department	Independence Business Supply	\$10,730.00	General Fund

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>
21000317	Non-emergency client transportation services*	Cuyahoga Job and Family Services	Ace Taxi	\$1,087.50	Health and Human Services Levy Fund
21000335	Post Adoption Special Services Subsidy; residential services**	Department of Children and Family Services	BHC Fox Run Hospital	\$24,402.23	70% Health and Human Services Levy and 30% Title IV-E
20003733	Various cleaning products for Sanitary Engineering Division ***	Department of Public Works	W. W. Grainger	Not-to-exceed \$49,500.00	Sanitary Operating Fund
20004245	Factory Authorized – Labor Services at Juvenile Justice Center****	Department of Public Works	Johnson Controls	\$3,328.00	General Fund
21000318	Factory Authorized – Building Alarm Service at Jane Edna Hunter Building****	Department of Public Works	Johnson Controls	\$1,210.44	General Fund
21000319	Factory Authorized – Fire Alarm Service at Justice Center****	Department of Public Works	Johnson Controls	\$2,837.25	General Fund
21000331	Annual Backflow Inspection testing	Department of Public Works	ABC Piping Company	\$1,790.00	Sanitary Operating Fund
21000349	Suspension repairs on Vehicle 03-0161	Department of Public Works	EAB Truck Service	\$1,991.34	General Fund
21000369	Factory Authorized – Engine repairs on Vehicle S-117 ****	Department of Public Works	Valley Ford Truck Inc.	\$4,762.31	Sanitary Operating Fund

*Alternate procurement process and exemption from aggregation to authorize various awards to Ace Taxi in the total amount not-to-exceed \$120,000.00 for non-emergency client transportation services approved by Board of Control Approval No. BC2020-302, dated 5/26/2020 and subsequently amended by BC2020-364, dated 6/22/2020 and BC2021-65, dated 2/8/2021 for the period 11/1/2019-12/31/2021.

***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.*

****Approval No. BC2020-653 dated December 14, 2020 which approved an alternative procurement process on RQ3433, which resulted in an award recommendation to W.W. Grainger, Inc. in the amount not-to-exceed \$49,500.00 for purchases of various industrial supplies for the period 12/7/2020 – 3/31/2021.*

*****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)

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

V – OTHER BUSINESS

Time Sensitive/Mission Critical Item

BC2021-88

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ4896 to Raven House in the amount not-to-exceed \$24,999.99 for emergency placement services for the period 12/28/2020 – 3/28/2021.

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

Emily Lockshine, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2021-88 was approved by unanimous vote.

Item of Note (non-voted)

Item No. 1

Court of Common Pleas/Corrections Planning Board,

a) Requesting authority to apply for grant funds from Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount of \$400,000.00 for FY2021 Non-Medicaid funding for alcohol and drug clinical services for the period 1/1/2021 - 12/31/2021.

b) Submitting a grant award from Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount of \$400,000.00 for FY2021 Non-Medicaid funding for alcohol and drug clinical services for the period 1/1/2021 - 12/31/2021.

Funding Source: Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County

Item No. 2

**Submission of Awarded Contracts/Amendments, in Accordance with
Prior Board of Control Authorization and Meeting all Requirements (no vote required)**

<i>RQ No.</i>	<i>Contract/ PO No.</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>Authority to Prepare - Approved by Board of Control</i>
4277	Contract No. 461	CBTS Technology Solutions LLC	Voice Over internet Protocol Call Center Operations in connection with Cuyahoga County SNAP Telework for Performance Project	\$71,175.00	Cuyahoga Job and Family Services	2/1/2021-5/31/2022	(Federal Grant) \$46,263.00 FY2020 Process and Technology Improvement Grant Funds and \$24,912.00 Health and Human Services Levy Funds	BC2021-60 on 2/8/2021

VI – PUBLIC COMMENT**

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 12:02 p.m.