

Minutes

Cuyahoga County Board of Control
Monday, June 28, 2021 at 11:00 A.M.
County Headquarters
2079 East Ninth Street

I – CALL TO ORDER

The meeting was called to order at 11:00 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
Michael Dever, Director, Department of Public Works
Catherine Tkachyk, Interim Director, Office of Procurement and Diversity

II – REVIEW MINUTES – 6/21/2021

Leigh Tucker motioned to approve the minutes from the June 21, 2021 meeting; Michael Dever 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

BC2021-305

Department of Public Works, recommending an award on RQ3953 and enter into Contract No. 1462 with Perspectus Architecture, LLC (37-10) in the amount not-to-exceed \$478,100.00 for professional design services for the Diversion Center(s).
Funding Source: Opioid Mitigation Fund

Michael Dever and Matt Rymer, Department of Public Works, presented. Dale Miller asked for clarification on whether the recommended vendor was one of the highest rated firms in the initial evaluation process and asked how many responses to the Request for Proposals were received.

Nan Baker asked what the cost will be for Phase 2 of the project and the total project cost from ribbon cutting to opening the doors; asked what is the remaining balance in the Opioid Mitigation Fund and at what point will General Fund or other funding sources be needed; asked if the Alcohol and Drug Addiction and Mental Health Services Board is involved in the selection and design process; asked if there is any concern whether all County Council members are on board and understand the big picture of such a large project if contracts will be coming in under \$500,000.00, which will only require Board of Control approval, rather than full County Council; and would like to see future requests go to County Council for consideration rather than piecemealing through Board of Control, or at a minimum, send to the Public Safety Committee or Committee of the Whole.

Trevor McAleer said that he estimates there is \$85-90 million in operating funds to Alcohol and Drug Addiction and Mental Health Services Board to operate the temporary Diversion Center.

Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-305 was approved by unanimous vote.

BC2021-306

Department of Public Works, recommending an award on Purchase Order No. 21001971 to Breckenridge Kitchen Equipment & Design (12-2) in the amount not-to-exceed \$359,183.00 for replacement kitchen equipment for the Jail II Kitchen at the Justice Center Complex.

Funding Source: General Fund - Capital

Michael Dever and Matt Rymer, Department of Public Works and Laura Simms and Rhonda Gibson, Sheriff's Department, presented. Dale Miller asked how many known repairs are needed at the Jail I facility.

Nan Baker asked if this equipment can be transferred at a later date for use at the new jail facility; asked if equipment was replaced when other needed improvements, such as trays and laundry issues, were brought to their attention.

Trevor McAleer asked for follow up on whether the contract for the food services operations included capital funds to cover these types of expenses; asked if the capital funds replenish each year or are all the funds expended; asked for follow up on whether there is a warranty on the equipment; and asked if meals at the Justice Center will be brown-bag or prepared when transitioning to the new jail facility.

Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-306 was approved by unanimous vote.

BC2021-307

Department of Development, recommending a U.S. Environmental Protection Agency Brownfield Revolving Fund Loan to Manufacturing Advocacy and Growth Network (MAGNET) in the amount not-to-exceed \$500,000.00 for environmental remediation of asbestos containing building materials and petroleum containing soils associated with the former Margaret A. Ireland School Building, located at 1800 East 63rd Street in the City of Cleveland.

Funding Source: United States Brownfield Revolving Loan Funds

Jan Bayne and Paul Herdeg, Department of Development and Lee Chilcote, Legal Counsel on behalf of Ethan Karp and Manufacturing Advocacy and Growth Network, presented. Nan Baker asked what resources will still be needed from the County to achieve the goals for this project and will Manufacturing Advocacy and Growth Network (MAGNET) be back for additional funding and how much that may be; asked when we will begin to see the big picture for this project; asked if MAGNET will be coming to Economic Development Committee for an additional funding request; and congratulated Mr. Chilcote on his success so far and expressed her support for this exciting project.

Dale Miller also congratulated Mr. Chilcote for advancing this project to this point; and asked if additional assistance will be requested for operations or construction.

Trevor McAleer asked what the targeted date for the proposed economic development loan is to come before County Council and reminded Mr. Herdeg about County Council's August recess.

Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-307 was approved by unanimous vote.

BC2021-308

Department of Development,

- a) Submitting an RFP exemption on RQ6650, which will result in a payment to Downtown Cleveland Alliance in the amount of \$14,188.00 for operational support for the period 6/28/2021 – 12/31/2021.
- b) Recommending a payment on Purchase Order No. 21001886 to Downtown Cleveland Alliance in the amount of \$14,188.00 for operational support for the period 6/28/2021 – 12/31/2021.
- c) Authorizing Downtown Cleveland Alliance to retain \$85,812.00 of funds approved by Board Approval Nos. BC2020-347, dated 6/22/2020 and BC2020-407, dated 7/20/2020, as an additional portion of 2021 operating support.

Funding Source: General Fund

Paul Herdeg and Kassan Bahhur, Department of Development and Michael Deemer, Downtown Cleveland Alliance, presented. Trevor McAleer asked for clarification on the prior year's funding sources to ensure they may be used for general operating expenses.

Nan Baker asked if the entire \$100,000.00 is still needed to cover the remainder of 2021, as additional resources to downtown retailers, such as CARES Act, grants, loans, insurance, Paycheck Protection Program and County funds were previously available; and commended the Downtown Cleveland Alliance for their great work. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2021-308 was approved by unanimous vote.

BC2021-309

Department of Information Technology, submitting an amendment to Contract No. 884 with Mythics, Inc. for Oracle database software support and maintenance for the period 6/1/2016 – 5/31/2021 to extend the time period to 5/31/2022 for additional funds in the amount not-to-exceed \$367,525.06.

Funding Source: 69% Fiscal - Real Estate Assessment Fund, 22% Department of Information Technology – General Fund, 6% Health and Human Services Levy Fund, 3% Court of Common Pleas – General Fund

Jeanelle Greene, Department of Information Technology, presented. Dale Miller asked if the lack of competition could have contributed to a higher cost for services or is the cost what was anticipated; and asked how this year’s cost compares to last year.

Nan Baker asked if the vendor anticipated a 5-year renewal for this contract; asked what the anticipated pricing will be for the next 5-year contract; asked if the County is paying a premium price for the 1-year extension; and asked why the contract was submitted late in anticipation that the process may be delayed.

Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-309 was approved by unanimous vote.

BC2021-310

Fiscal Office/Department of Purchasing, on behalf of the County Treasurer, submitting an amendment to a Master Services Agreement with Key Bank National Association for banking and treasury services for the period 4/1/2020 – 3/31/2024 for additional funds for Procurement Card Program Services in the total amount not-to-exceed \$435,470.00:

Contract No. 41

a) to expand the scope of services, effective 6/28/2021:

- 1) by adding County Planning Commission in the amount not-to-exceed \$3,600.00.

b) and for additional funds for various departments:

- 1) Board of Elections in the amount not-to-exceed \$120,000.00.
- 2) County Council in the amount not-to-exceed \$30,000.00.
- 3) Department of Public Works in the amount not-to-exceed \$44,000.00.
- 4) Public Defender’s Office in the amount not-to-exceed \$14,400.00.
- 5) Personnel Review Commission in the amount not-to-exceed \$2,500.00.
- 6) Fiscal Office in the amount not-to-exceed \$39,970.00.
- 7) Court of Common Pleas/Juvenile Court Division in the amount not-to-exceed \$170,000.00.
- 8) Department of Law in the amount not-to-exceed \$11,000.00.

Funding Source: General Fund

Catherine Tkachyk and Michelle Hicks, Department of Purchasing, presented. Nan Baker asked for clarification on how the additional funds will be used; asked if it is unusual to ask for additional funds at this stage of the contract; asked why the Board of Elections and Juvenile Court Division requires the level of funding being requested, as they both received CARES Act funds to assist with 2020 expenses. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-310 was approved by unanimous vote.

BC2021-311

Court of Common Pleas/Juvenile Court Division, recommending an award and enter into Agreement No. 1477 with 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 1/1/2021 - 12/31/2021.

Funding Source: Health and Human Services Levy Fund

Sarah Baker, Juvenile Court Division, presented. Nan Baker asked why this item was submitted 6 months late as this is an annual agreement; and asked why it was extended for only 1 year. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-311 was approved by unanimous vote.

BC2021-312

Office of the Medical Examiner, recommending an award on RQ3910 and enter into Contract No. 1584 with Qualtrax, Incorporated in the amount not-to-exceed \$21,744.50 for a sole source purchase of (105) Qualtrax Compliance Software Licenses and Hosted Platform and related training services for the period 5/1/2021 – 4/30/2022.

Funding Source: 2019 Paul Coverdell Grant Fund

Hugh Shannon, Office of the Medical Examiner, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-312 was approved by unanimous vote.

BC2021-313

Sheriff's Department,

- a) Submitting an RFP exemption on RQ6007, which will result in an award recommendation to Verizon Communications, Inc. in the amount not-to-exceed \$16,000.00 for cellular services for (24) devices for Corrections Center staff for the period 6/28/2021 - 12/31/2021.
- b) Recommending an award on Purchase Order No. 21001046 to Verizon Communications, Inc. in the amount not-to-exceed \$16,000.00 for cellular services for (24) devices for Corrections Center staff for the period 6/28/2021 - 12/31/2021.

Funding Source: General Fund

Laura Simms, Sheriff's Department, presented. There were no questions. Leigh Tucker motioned to approve the item; Trevor McAleer seconded. Item BC2021-313 was approved by unanimous vote.

BC2021-314

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Agreement No. 1158 with the Cuyahoga County Department of Workforce Development for Job Readiness and Training for Recipients of Temporary Assistance for Needy Families and Food Assistance Employment and Training services for the period 7/1/2019 – 6/30/2021 to extend the time period to 6/30/2022 and for additional funds in the amount not-to-exceed \$325,307.44.

Funding Source: Temporary Assistance for Needy Families Fund

Paul Porter, Department of Health and Human Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-314 was approved by unanimous vote.

BC2021-315

Department of Health and Human Services, Cuyahoga Job and Family Services, submitting an amendment to Contract No. 1138 with Enterprise Community Partners, Inc to promote the Earned Income Tax Credit, Child Care Tax Credit and provide free tax preparation assistance to low and moderate-income individuals and families for the period 7/1/2020 – 6/30/2021 for additional funds in the amount not-to-exceed \$57,918.00.

Funding Source: Federal Temporary Assistance to Needy Families (TANF) funds

Paul Porter, Department of Health and Human Services, presented. Dale Miler asked if this amendment includes any services related to the new tax credit. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2021-315 was approved by unanimous vote.

C. – Consent Agenda

There were no comments or questions on Consent Agenda items BC2021-316 through -318; Dale Miller seconded. The Consent Agenda was approved by unanimous vote.

BC2021-316

Department of Development, submitting an amendment to Agreement No. 1314 with the City of Euclid for demolition of vacant, abandoned, nuisance or blighted structures in connection with Round 9 of the Cuyahoga County Property Demolition Program for the period 6/17/2019 – 12/31/2020 to extend the time period to 12/31/2021; no additional funds required.

Funding Source: Demolition Fund

BC2021-317

Department of Workforce Development, submitting the 2021 – 2025 Northeast Ohio Workforce Regional Plan for the period 7/1/2021 – 6/30/2025.

Funding Source: N/A

BC2021-318

Office of Procurement & Diversity, presenting proposed purchases for the week of 6/28/2021:

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

<i>Purchase Order Number</i>	<i>Description</i>	<i>Department</i>	<i>Vendor Name</i>	<i>Total</i>	<i>Funding Source</i>
21002016	<i>July-Sept 2021 Packaging and Serving Supplies for the Juvenile Detention Residents</i>	<i>Juvenile Court Division</i>	<i>Gordon Food Service</i>	<i>\$10,679.45</i>	<i>General Fund</i>
21001840	<i>Purchase of (2) Kinetax, (25) Strata Screens and (2) SecurityGuard Ultra Cartridges for the Toxicology Department</i>	<i>Office of the Medical Examiner</i>	<i>Phenomenex, Inc</i>	<i>Not to Exceed \$5,886.00</i>	<i>General Fund</i>
21001889	<i>Purchase of (1) Universal Forensic Extraction Device 4-PC Forensic Software License for the Internet Crimes Against Children Unit to decrypt and extract investigative data from mobile devices</i>	<i>Prosecutor's Office</i>	<i>Cellebrite Inc.</i>	<i>\$9,385.00</i>	<i>United States Department of Justice, Office of Juvenile Justice and Delinquency Prevention Federal Grant</i>
21002199	<i>Purchase of a 5-year license for data backup software, off site storage, disaster recovery and Cloud backup data migration</i>	<i>Prosecutor's Office</i>	<i>MNJ Technologies Direct, Inc.</i>	<i>\$15,240.00</i>	<i>General Fund</i>
21001891	<i>Build-out (1) 2021 Chevy Tahoe with a K-9 police package</i>	<i>Sheriff's Department</i>	<i>Tim Lally Chevrolet, Inc</i>	<i>\$14,787.00</i>	<i>85% United States Postal Service Task Force Grant; 15% General Fund</i>
21002042	<i>(1,580) cases Styrofoam serving trays for Corrections Center Kitchen</i>	<i>Sheriff's Department</i>	<i>Gordon Food Service</i>	<i>\$19,149.60</i>	<i>General Fund</i>

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>
21002261	Post Adoption Special Services Subsidy: Residential services*	Division of Children and Family Services	BHC Fox Run Hospital, Inc.	\$8,185.00	70% Health and Human Services Levy; 30% Title IV-E
21001769	Purchase of various factory authorized auto parts**	Department of Public Works	Jack Doheny Company	\$8,261.15	General Fund

*Approval No. BC2021-131 dated 3/22/21 which authorized an alternative procurement process, which will result in payments to various providers for Post Adoption Special Services Subsidy (PASSS) consisting of counseling, respite and residential treatment services for the period 4/15/2021 - 4/14/2024.

**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 Department of Purchasing)

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

VI – OTHER BUSINESS

Sharon Georgakopoulos, Clerk of the Board of Control, announced that the next Board of Control meeting will be held on Tuesday, July 6, 2021, due to the 4th of July holiday.

VII – ADJOURNMENT

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