

Minutes

Cuyahoga County Board of Control  
Tuesday, June 21, 2022 at 11:00 A.M.  
County Headquarters  
2079 East Ninth Street  
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)  
James Boyle, County Council (Alternate for Pernel Jones, Jr.)  
Councilman Dale Miller  
Councilwoman Nan Baker  
Mellany Seay, Administrator, Operations and Finance, Department of Public Works  
(Alternate for Michael Dever)  
Paul Porter, Director, Department of Purchasing

**II – REVIEW MINUTES – 6/13/2022**

Leigh Tucker motioned to approve the minutes from the June 13, 2022 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**

**BC2022-370**

Department of Public Works, submitting an amendment to Contract No. 1487 with Partners Environmental Consulting Inc. for general environmental consultant services for the period 6/1/2020 – 5/31/2023 for additional funds in the amount not-to-exceed \$150,000.00.

Funding Source: General Fund

Matt Rymer, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-370 was approved by unanimous vote.

**BC2022-371**

Department of Public Works, submitting an amendment to Contract No. 1304 with K2M Design, Inc. for general architectural - engineering services for the period 10/2/2017 – 6/30/2022, to extend the time period to 3/31/2023 and for additional funds in the amount not-to-exceed \$50,000.00.

Funding Source: General Fund

Matt Rymer, Department of Public Works, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-371 was approved by unanimous vote.

**BC2022-372**

Department of Public Works, submitting an amendment to Contract No. 2518 with Info Tech, Inc. for Appia Standard Software Licenses for Construction Administration and Inspection Services for the period 6/17/2019 - 6/16/2022, to extend the time period to 6/16/2023 and for additional funds in the amount not-to-exceed \$28,500.00.

Funding Source: 87% Road and Bridge Fund and 13% Sanitary Sewer Fund

Tom Pavich, Department of Public Works, presented. Dale Miller commented on the millions of dollars the County spends on software licenses and asked if there was any thought to coordinate software purchases with Department of Information Technology, to prioritize purchases and possibly achieve cost savings; said licensing purchases need coordination and a systematic approach in this large operation, where a lot of money is spent for these services; and said the Department of Information Technology needs to work with various departments to get a handle on overall activity for license purchases to reap potential savings. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-372 was approved by unanimous vote.

**BC2022-373**

Fiscal Department,

- a) Submitting an RFP exemption, which will result in an award recommendation to Legal News Publishing Co. in the amount not-to-exceed \$13,000.00 for the publication of (2) consecutive, legal advertisements of a block notice and the listing of properties for a Forfeited Land Sale.
- b) Recommending an award on Purchase Order No. 22002641 with Legal News Publishing Co. in the amount not-to-exceed \$13,000.00 for the publication of (2) consecutive, legal advertisements of a block notice and the listing of properties for a Forfeited Land Sale.

Funding Source: Real Estate Assessment Fund

Mike Zapola, Fiscal Department, presented. James Boyle commented that while the Ohio Revised Code requires print advertisement for these notices, that these could be advertised in a more contemporary fashion and hopes this process will eventually be modernized. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-373 was approved by unanimous vote.

**BC2022-374**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Nexum, Inc. in the amount not-to-exceed \$14,000.00 for consulting and design services in connection with the Data Center Design Project, commencing upon contract signature of all parties for a period of 1 year.
- b) Recommending an award and enter into Contract No. 2490 with Nexum, Inc. in the amount not-to-exceed \$14,000.00 for consulting and design services in connection with the Data Center Design Project, commencing upon contract signature of all parties for a period of 1 year.

Funding Source: IT Security & Disaster Recovery Fund

Dennis Sullivan and Jeremy Mio, Department of Information Technology, presented. Nan Baker asked for clarification on what the overall price for all phases of this project will be; asked how this project interacts with Enterprise Resource Planning System; asked if future purchases related to this long-term project will go to Board of Control or Council Committee for further discussions on goals and costs; said the anticipated amounts for future phases seem high for Board of Control consideration; and asked what form of protection is in place currently. Dale Miller asked if this is considered a Disaster Recovery Project or is the scope broader; asked what the name of the project was, its' overall purpose and total estimated cost; asked if the purpose is to protect the County from critical failures; said that a general information session for Finance and Budgeting Committee may be necessary. Ms. Baker concurred with Mr. Miller's recommendation for Committee discussion. James Boyle asked for more information on Nexum, Inc.; asked if there will be 3-4 more phases for the project; asked if Nexum, Inc. will be involved in those phases; said that using an RFP exemption to select this provider because they have familiarity with the project and has done good work in the past is problematic because it gives them a leg up on the competition for future phases of the project; said that use of RFP exemptions should be the exception rather than the rule because this may start as a \$14,000.00 purchase but could potentially be much larger as the project evolves; said there may be a different discussion if this was a State contract; and asked for clarification on the funding source. Paul Porter said that future hardware purchases related to this project may not require an RFP exemption; said that having a provider with familiarity of the architecture of the existing data center can give the County an advantage rather than someone who needs to learn about our disaster recovery infrastructure; and said that this may not have been competitive had it been bid, due to the low amount. Mr. Boyle concurred with Mr. Porter's comments but restated his concern for the continuation of using bidders in the County employ, rather than open to competition. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-374 was approved by unanimous vote.

**BC2022-375**

Court of Common Pleas/Corrections Planning Board, submitting an amendment to Contract No. 628 with Microgenics Corporation/Thermo Fisher Scientific for on-site drug detection services for the period 7/1/2019 – 6/30/2022, to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$251,766.08.

Funding Source: General Fund

Linda Lagunzad, Corrections Planning Board, presented. Dale Miller asked how the cost over the next 2 years compares to the current rate; said that the locked pricing will work to our benefit; and asked if there is another option for 1 year after this renewal. James Boyle asked if this request has any bearing or relationship to the Diversion Center. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-375 was approved by unanimous vote.

**BC2022-376**

Department of Public Safety and Justice Services, recommending an award and enter into Agreement No. 1880 with Court of Common Pleas/Juvenile Court Division in the amount not-to-exceed \$54,080.00 for collaborative re-entry mediation services for at-risk minority youth for the Gateway Program in connection with the 2021 Title V Community Prevention Grant for the period 10/1/2021 – 3/31/2023.

Funding Source: Ohio Department of Youth Services through funding provided by the Department of Justice/Office of Justice Programs/Office of Juvenile Justice Delinquency and Prevention

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. James Boyle commented on the department’s timeline to process this request. Leigh Tucker motioned to approve the item; James Boyle seconded. Item BC2022-376 was approved by unanimous vote.

**BC2022-377**

Department of Public Safety and Justice Services, recommending an award and enter into Agreement No. 2105 with City of Cleveland/Department of Public Safety in the amount not-to-exceed \$100,533.93 for the provision of (2) Cleveland Police Detectives to perform investigation services for the Cleveland Domestic Violence Project in connection with the FY2021 STOP Violence Against Women Act Block Grant Program for the period 1/1/2022 – 12/31/2022.

Funding Source: FY2021 STOP Violence Against Women’s Act Block Grant

Mary Beth Vaughn, Department of Public Safety and Justice Services, presented. Nan Baker asked for confirmation that services will provide for 2 detectives through 12/31/2022; and asked if the provider is waiting on payment. Leigh Tucker motioned to approve the item; Mellany Seay seconded. Item BC2022-377 was approved by unanimous vote.

**BC2022-378**

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

- a) Submitting an RFP exemption, which will result in an award recommendation to Carahsoft in the amount not-to-exceed \$68,320.00 for a state contract purchase of DocuSign Enterprise Pro for Government software and support services for the period 7/8/2022 – 7/7/2023.
- b) Recommending an award on Purchase Order No. 22002656 to Carahsoft in the amount not-to-exceed \$68,320.00 for a state contract purchase of DocuSign Enterprise Pro for Government software and support services for the period 7/8/2022 – 7/7/2023.

Funding Source: 50% Health and Human Services Levy and 50% Federal and State Reimbursement

Remon Kaldas, Cuyahoga Job and Family Services, presented. There were no questions. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-378 was approved by unanimous vote.

**BC2022-379**

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. 252 with Community of Hope for trauma informed team mentoring services for transition age young adults who have and/or are aging out of the foster care system in Cuyahoga County for the period 1/1/2020 – 12/31/2021, to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$150,000.00.

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

Kathleen Johnson, Department of Health and Human Services, presented. Nan Baker asked if any services have been provided or money paid to provider; asked how many youths are typically served and how is the money allocated; and asked if larger numbers of youths are expected to be served this year and is \$150,000.00 enough to cover the increase. Paul Porter said some of the delay was due to determining the funding level due to the lower numbers of those served in prior year due to COVID-19 pandemic and said he believes \$150,000.00 is adequate; asked if a Request for Proposals will be issued; and said funds are allocated between staff salaries and student services. Leigh Tucker motioned to approve the item; Nan Baker seconded. Item BC2022-379 was approved by unanimous vote.

**BC2022-380**

Department of Health and Human Services/Division of Children and Family Services, recommending an award and enter into Agreement No. 2399 with Court of Common Pleas/Juvenile Court Division in the amount not-to-exceed \$44,000.00 for psychological evaluation services for the period 1/1/2022 – 12/31/2023.

Funding Source: Health and Human Services Levy Fund

Kathleen Johnson, Department of Health and Human Services, presented. Nan Baker commented that it is frustrating that Board of Control must consider a recurring contract that is 5-6 months late when funding was an internal funding source and not impacted by State of Federal delays. Paul Porter provided history on the delays to get this item submitted for approval. Ms. Baker asked if invoices submitted are to catch up on services provided. Paul Porter responded. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-380 was approved by unanimous vote.

## C. - Exemptions

### **BC2022-381**

Office of the Medical Examiner, recommending an alternative procurement process, which will result in various award recommendations to Airgas USA, LLC in the total amount not-to-exceed \$5,000.00 for the purchase of various medical gases for the period 6/21/2022 – 11/1/2022.

Funding Source: General Fund

Hugh Shannon, Office of the Medical Examiner, presented. James Boyle asked how much helium is typically used by the Office of the Medical Examiner; and asked what the cost was per canister. Dale Miller asked for clarification on whether helium appears in nature in gaseous form or as solids connected to other matter and said that it cannot be artificially made because it is a basic element. Paul Porter asked if the current amount is higher than in the past. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-381 was approved by unanimous vote.

### **BC2022-382**

Sheriff's Department, recommending to amend Board Approval No. BC2020-575 dated 10/19/2020, which amended various Board Approval Nos. and authorized an alternative procurement process on RQ44198, resulting in award recommendations to Daily Legal News for legal advertisements of Notice of Foreclosure Sale for delinquent land taxes, in accordance with Ohio Revised Code Section 2329.26 for the period 7/21/2018 – 4/30/2023, **by extending the time period to 12/31/2023 and for additional funds in the amount-to-exceed \$200,000.00, to be drawn down against the amount allocated annually for various payments.**

Funding Source: General Fund

Chris Costin, Sheriff's Department, presented. James Boyle commented on his prior statements regarding the lack of a modern process to advertise for these sales. Dale Miller concurred with Mr. Boyle's comment. Nan Baker asked if the \$200,000.00 will be used through 2022 or 2023. Leigh Tucker motioned to approve the item; Dale Miller seconded. Item BC2022-382 was approved by unanimous vote.

**D. - Consent Agenda**

There were no questions or comments on the Consent Agenda items. Leigh Tucker motioned to approve Consent Agenda Item Nos. BC2022-383 through -384; James Boyle seconded. The Consent Agenda Items were approved by unanimous vote.

**BC2022-383**

*Fiscal Department, presenting proposed travel/membership requests for the week of 6/21/2022:*

<i>Dept:</i>	<i>Department of Consumer Affairs</i>							
<i>Event:</i>	<i>Conference entitled "Cities for Financial Empowerment – 2022 CFPI National Convening"</i>							
<i>Source:</i>	<i>Cities For Financial Empowerment (CFE)</i>							
<i>Location:</i>	<i>Philadelphia, PA.</i>							
<i>Staff</i>	<i>Travel Dates</i>	<i>Registration *</i>	<i>Meals ** See "NOTE" below</i>	<i>Lodging *</i>	<i>Ground Trans/ Mileage/ Luggage **</i>	<i>Air *</i>	<i>Total</i>	<i>Funding Source</i>
<i>Sheryl Harris</i>	<i>7/6 - 7/8/2022</i>	<i>\$0.00</i>	<i>\$80.00</i>	<i>\$0.00</i>	<i>\$65.20</i>	<i>\$0.00</i>	<i>\$145.20</i>	<i>General Fund</i>

*\*Paid by the host based on traveler speaking at the event (not an ethics violation as determined by the Inspector General)*

*NOTE: Certain meals (2 breakfasts and a lunch) are also being provided as part of the overall conference.*

*\*\*Staff reimbursement*

*Purpose:*

*The purpose of this conference is to obtain valuable information on consumer protection strategies, emerging customer issues and best practices. Local and Federal consumer protection agencies will discuss ways to collaborate and to use consumer protection to combat racial inequity.*

**BC2022-384**

Department of Purchasing, presenting proposed purchases for the week of 6/21/2022:

**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>
22002692	(20) replacement laptops, docking stations and related accessories for the Cuyahoga County Office of Emergency Management Emergency Operation Center	Department of Public Safety and Justice Services	SpaceBound Inc.	\$38,813.70	50% FY2021 Emergency Management Performance Grant and 50% Public Safety Grants Administration Fund
22002482	(27) packs of various Strata screen tubes for the Toxicology Department	Office of the Medical Examiner	Phenomox Inc.	\$5,412.00	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>
22002645	Factory Authorized – Purchase and Installation of (25) garage sensors*	Department of Public Works	Johnson Controls	\$23,766.05	General Fund
22002514	Formamide, Pop-4 Polymer, Capillary Arrays, Anode Buffer, Conditioning Reagent, Cathode Buffer, Septa Strips, and 96 well plates for DNA Department**	Office of the Medical Examiner	Life Technologies Corporation	\$26,813.48	FY2020 DNA Backlog Grant

\*Approval No. BC2022-224 dated 4/11/2022, which amended various Board Approvals on various dates, authorizing 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 – 12/31/2022.

\*\*Approval No. BC2021-515 dated 9/20/2021, which amended various Board Approvals on various dates, authorizing an alternative procurement process resulting in awards to Promega and Life Technologies to procure genetic testing kits and other consumable supplies for the period 1/1/2019-12/31/2023.



**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>

## **V- OTHER BUSINESS**

### **Item of Note (non-voted)**

#### **Item No. 1**

Department of Public Works, submitting a Right-of-Entry Agreement with Norfolk Southern Railway Company to perform an in-depth inspection of Lakewood Heights Boulevard Bridge No. 01.50 over the Norfolk Southern Railroad and Greater Cleveland Regional Transit Authority in the Cities of Cleveland and Lakewood.

Funding Source: N/A

#### **Item No. 2**

Sheriff's Department, submitting a grant agreement with Ohio Department of Public Safety/Office of Criminal Justice Services in the amount not-to-exceed \$163,000.00 for (2) mobile trailer surveillance cameras, (2) mobile license plate readers and data analytic software for use by various law local enforcement agencies in connection with the FY2022 Violent Crime Reduction Grant for the period 1/1/2022 - 12/31/2022.

Funding Source: Ohio Criminal Justice Services Violence Crime Reduction Grant

#### **Item No. 3**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount not-to-exceed \$494,088.00 for Rapid Re-housing services for families in connection with the FY2021 Continuum of Care Homeless Program Competition Grant for the period 6/1/2022 - 5/31/2023.

Funding Source: U.S. Department of Housing and Urban Development Continuum of Care Homeless Program Competition Grant

**Item No. 4**

**Contracts \$0.00 - \$4,999.99 – Processed and executed (no vote required)**

<i>RQ No.</i>	<i>Contract Number</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>Date of Execution</i>
<i>RQ 4874</i>	<i>Amend Contract No. 1126</i>	<i>Union Industrial Contractors, Incorporated</i>	<i>Rehabilitation of Cedar Point Bridge No. 00.49 over the Rocky River located in the Cleveland Metropolitan Park District in the City of North Olmsted, to adjust construction material quantities</i>	<i>\$2,026.85</i>	<i>Department of Public Works</i>	<i>n/a</i>	<i>(Original) 80% Federal Funds and 20% Road and Bridge Fund</i>	<i>6/8/2022 (Executive) 6/9/2022 (Law Dept.)</i>

**VI – PUBLIC COMMENT**

**VII – ADJOURNMENT**

Leigh Tucker motioned to adjourn; Mellany Seay seconded. The motion to adjourn was unanimously approved at 11:55 a.m.