

Minutes

Cuyahoga County Board of Control  
Monday, October 24, 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 11:03 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Armond Budish)  
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)  
Mellany Seay, Finance and Operations Administrator, Department of Public Works  
(Alternate for Michael Dever)  
Paul Porter, Director, Department of Purchasing  
Trevor McAleer, County Council (Alternate for Pernell Jones)  
Councilmember Dale Miller  
Councilmember Nan Baker

**II. – REVIEW MINUTES – 10/17/2022**

Michael Chambers motioned to approve the minutes from the October 17, 2022 meeting; Leigh Tucker 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**

**BC2022-621**

Department of Development,

- a) Submitting an RFP exemption, which will result in an award recommendation to Nottingham Spirk Design Associates, Inc. in the amount not-to-exceed \$250,000.00 for implementation of NASA’s patent portfolio and creation of a strategic development/licensing plan, focused on creating commercial economic development in Cuyahoga County, commencing upon contract signature of all parties for a period of 16 weeks.

- b) Recommending an award and enter into Contract No. 2802 with Nottingham Spirk Design Associates, Inc. in the amount not-to-exceed \$250,000.00 for implementation of NASA's patent portfolio and creation of a strategic development/licensing plan, focused on creating commercial economic development in Cuyahoga County, commencing upon contract signature of all parties for a period of 16 weeks.

Funding Source: General Fund – American Rescue Plan Act (ARPA) Revenue Replacement/Provision of Government Services

Anthony Stella and Paul Herdeg, Department of Development, presented. Trevor McAleer asked how are we invoiced; asked is it anticipated that the full amount requested will be spent; asked where in the timeline is this request; asked should another contract request be anticipated after this request; can you explain how the County would profit from the licensing of a patent; asked if NASA would be willing to share the profits of a patent that has been licensed; asked if we know for sure that NASA will share the profits earned from a successfully licensed patent; asked do we know exactly the percentage of what will be shared; asked are there any examples of the splitting of the profits from a licensed patent; asked if the pending patents that have been selected and what are they for. Nan Baker asked how much was invested in Phase 1; asked if this will be the most that will be requested to invest in this venture; asked with such a large investment, what guarantees that the County have with seeing a return on the investment; asked what happens when everything falls apart; asked what is the typical outcome on investment; asked will royalties be received over the life of the product; stated that NASA has struggled with breaking into the market so this seems hopeful in making them more successful; stated that there seems to be a lot of unknowns but it seems to look good on the outside to open the County for many other opportunities. Dale Miller asked at what point should a tentative agreement be expected; asked will there be some knowledge of what is going to happen after 16 weeks. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-621 was approved by unanimous vote.

**BC2022-622**

Treasurer's Office, submitting an amendment to Contract No. 121 with Automated Business Equipment Corporation dba F&E Check Protector Company fka F&E Check Protector Company dba F&E Payment Pros for licensing, support, training and maintenance services on the Digital Remittance Processing System for the period 10/1/2014 – 9/30/2022, to extend the time period to 9/30/2023 and for additional funds in the amount not-to-exceed \$28,465.00.

Funding Source: General Fund

Domonique Tatum, Fiscal Office, presented. Trevor McAleer asked is this a sole source; asked is the only provider for this service. Michael Chambers motioned to approve the item, as amended; Paul Porter seconded. Item BC2022-622 was approved by unanimous vote, as amended.

**BC2022-623**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount not-to-exceed \$21,065.42 for a state contract purchase of equipment, installation and programming services for (8) surveillance cameras and a network video recorder to be used at the Soldiers and Sailors Monument.

- b) Recommending an award on Purchase Order No. 22003816 to Integrated Precision Systems, Inc. in the amount not-to-exceed \$21,065.42 for a state contract purchase of equipment, installation and programming services for (8) surveillance cameras and a network video recorder to be used at the Soldiers and Sailors Monument.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Nan Baker asked why are these cameras being updated; asked if there are other monuments will receive the same service; asked why was this property considered first. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-623 was approved by unanimous vote.

**BC2022-624**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to VCloud Tech Inc. in the amount not-to-exceed \$56,260.00 for Nitro PDF Productivity software licenses for the period 10/29/2022 – 10/28/2023.
  - 1) for the renewal of (800) licenses.
  - 2) for the purchase of (200) new licenses.
- b) Recommending an award on Purchase Order No. 22003829 with VCloud Tech Inc. in the amount not-to-exceed \$56,260.00 for Nitro PDF Productivity software licenses, as detailed above.

Funding Source: General Fund

Jeanelle Greene, Department of Information Technology, presented. Trevor McAleer asked what is causing the need to purchase new licenses; asked if new licenses will be using HHS funding. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-624 was approved by unanimous vote.

**BC2022-625**

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to SHI International Corporation in the amount not-to-exceed \$20,375.27 for a state contract purchase of Rumble Professional software licenses.
- b) Recommending an award on Purchase Order No. 22004544 to SHI International Corporation in the amount not-to-exceed \$20,375.27 for a state contract purchase of Rumble Professional software licenses.

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 BC2022-625 was approved by unanimous vote.

**BC2022-626**

Department of Human Resources, submitting an amendment to Contract No. 1219 with Corporate Screening Services, Inc. for pre-employment background screening services for the period 8/1/2019 – 7/31/2022 to extend the time period to 7/31/2023 and for additional funds in the amount not-to-exceed \$30,000.00.

Funding Source: General Fund

Stephen Witt, Department of Human Resources, presented. Dale Miller asked what are the areas that being disputed; asked why can we not agree without the language in the contract; asked the vendor is requiring the County to provide indemnification. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-626 was approved by unanimous vote.

**BC2022-627**

Department of Human Resources, recommending an award and enter into Agreement No. 2797 with The MetroHealth System in the amount not-to-exceed \$34,000.00 for flu shot clinic services for County employees, effective upon contract signature of all parties through 12/31/2022.

Funding Source: Wellness Benefits

Stephen Witt, Department of Human Resources, presented. Dale Miller asked how much is it per shot provided; stated that it was 3% increase which is cost saving to the employees. Trevor McAleer asked when does the clinic start. Nan Baker asked why are COVID vaccines not being offered as well; asked if the flu clinic high in demand. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-627 was approved by unanimous vote.

**BC2022-628**

County Prosecutor, recommending an award and enter into Agreement No. 2791 with the Medical Examiner's Office in the amount not-to-exceed \$89,005.54 for research and analysis of ballistic cases, effective upon contract signature of all parties through 5/31/2023.

Funding Source: State of Ohio, Office of Justice Programs, Bureau of Justice Affairs

Ryan Bokoch, Department of Human Resources, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-628 was approved by unanimous vote.

**BC2022-629**

Department of Public Safety and Justice Services, requesting authority to apply for grant funds from the Ohio Department of Public Safety/Office of Criminal Justice Services in the amount of \$15,446.44 for management of the FY2022 STOP Violence Against Women Act Administrative Grant Program for the period 1/1/2023 – 3/31/2024.

Funding Source: 75% Ohio Department of Public Safety/Office of Criminal Justice Services and 25% (Cash Match) – General Fund

Lezlie White, Department of Public Safety and Justice Services, presented. Nan Baker asked should this be 100% covered. Michael Chambers motioned to approve the item; Nan Baker seconded. Item BC2022-629 was approved by unanimous vote.

**BC2022-630**

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. 1159 with Adoption Network Cleveland for support services to adoptive, kinship and foster families for the period 4/27/2020 – 6/30/2022 to extend the time period to 6/30/2023 and for additional funds in the amount not-to-exceed \$28,052.00.

Funding Source: Ohio Department of Job and Family Services grant agreement for North Central Ohio Regional Training Center (NCORTC)/Ohio Child Welfare Training Program

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2022-630 was approved by unanimous vote.

**BC2022-631**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 858 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for emergency shelter services for single adults and youth at North Point Transitional Housing, located at 1550 Superior Avenue, Cleveland for the period 1/1/2021 – 8/31/2022 to extend the time period to 12/31/2022 and for additional funds in the amount not-to-exceed \$474,311.00.

Funding Source: Health and Human Services Levy Fund

Erin Rearden, Office of Homeless Services, presented. Nan Baker asked is it anticipated that all of the funding will be expended by the end of the year; asked if funding is going to be used for past due invoices. Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2022-631 was approved by unanimous vote.

**BC2022-632**

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 2201 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service for coordinated intake services for individuals and families in connection with the Emergency Solutions Grant Program for the period 9/1/2021 – 8/31/2022 to extend the time period to 1/31/2023 for additional funds in the amount not-to-exceed \$400,000.00.

Funding Source: Health and Human Services Levy Fund

Erin Rearden, Office of Homeless Services, presented. Nan Baker asked is it anticipated that all of the funding will be expended by the end of the year; asked if funding is going to be used for past due invoices. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2022-632 was approved by unanimous vote.

### **C. – Exemptions**

#### **BC2022-633**

Department of Public Works, recommending to amend Board of Control Approval No. BC2021-679, dated 11/22/2021, which amended various Board of Control approvals, which authorized an alternative procurement process resulting in purchase orders to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2022, **to extend the time period to 6/30/2023 and for additional funds in the amount not-to-exceed \$200,000.00.**

Funding Source: 50% Dog Kennel Operations Fund and 50% Dick Goddard Best Friend Fund

Mellany Seay, Department of Public Works, presented. Trevor McAleer asked what is the plan after 6/30/2023. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2022-633 was approved by unanimous vote.

### **D. – Consent Agenda**

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2022-634 through -636; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

#### **BC2022-634**

Department of Purchasing, declaring various property as surplus County property no longer needed for public use; recommending selling said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E).

Funding Source: Revenue Generating

**BC2022-635**

Fiscal Department, presenting proposed travel/membership requests for the week of 10/24/2022:

*Public Defenders’s Office, recommending to amend Board Approval No. BC2022-368, dated 6/13/2022, which authorized (3) staff to attend a workshop sponsored by Gideon’s Promise in Atlanta, GA on 7/16/2022 – 7/30/2022, to increase the total expenses from \$16,991.78 to \$17,163.71 to cover airfare:*

Dept:		Office of the Public Defender						
Event:		Workshop entitled “Gideon’s Promise Core 101 Summer Institute”						
Source:		Gideon’s Promise						
Location:		Atlanta, GA						
Staff	Travel Dates	Registration *	Meals **	Lodging	Ground Trans/ Mileage/ Luggage **	Air **	Total	Funding Source
Rachel Summers	7/16 – 7/30/2022	\$5,000.00	\$60.00	\$0.00	\$244.58	\$375.21 <b>Additional expenses +\$41.93</b>	<del>\$5,679.79</del> <b>\$5,721.72</b>	General Fund - to be reimbursed by the State Public Defender Fund
Sophia Hulen	7/16 – 7/30/2022	\$5,000.00	\$60.00	\$0.00	\$222.14	\$375.21	\$5,657.35	General Fund - to be reimbursed by the State Public Defender Fund
Andrew Schriver	7/16 – 7/30/2022	\$5,000.00	\$60.00	\$0.00	\$219.43	\$375.21 <b>Additional expenses +\$130.00</b>	<del>\$5,654.64</del> <b>\$5,784.64</b>	General Fund - to be reimbursed by the State Public Defender Fund

\*\*\*Airfare will be covered by a contract with the County’s Travel Vendor

**Purpose:**

*This is an amendment request to a previously approved item. The approved airfare amount was \$375.21/traveler. The previous approval included registration, meals, ground transportation and airfare for each of the three staff listed. Due to a sudden COVID outbreak at the workshop, staff were encouraged to leave early, causing additional fees to change their flights to return home earlier than initially planned.*

Dept:	Sheriff's Office							
Event:	Symposium entitled "Offender Watch Symposium"							
Source:	Offender Watch							
Location:	New Orleans, LA							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Matthew Massey	11/13/22 - 11/17/22	\$625.00	\$223.00	\$544.00	\$0.00	\$559.20	\$1,951.20	29% General Fund 71% Law Enforcement Trust Fund
Ryan Spurlock	11/13/22 - 11/17/22	\$625.00	\$223.00	\$544.00	\$0.00	\$559.20	\$1,951.20	29% General Fund 71% Law Enforcement Trust Fund

\*Paid to host

\*\*Staff reimbursement

\*\*\* Airfare will be covered by a contract with the County's Travel Vendor

Purpose:

To travel to New Orleans, LA to attend the Offender Watch Symposium to attend presentations, panels, best practices workshops, user training and one-on-ones.



BC2022-636

Department of Purchasing, presenting proposed purchases for the week of 10/24/2022:

**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>
22004385	Replacement of (6) P25 portable radios and accessories for the Office of Emergency Management	Department of Public Safety and Justice Services	Vasu Communications, Inc.	\$27,617.36	General Fund
22004053	Installation of (1) Western MVP Plus snowplow with snow deflector and shoe kit	Department of Public Works	Best Truck Equipment Inc.	\$9,817.99	General Fund
22004459	(1) Replacement tag-along trailer with beavertail and ramps for use by the Sanitary Division	Department of Public Works	Ohio CAT	\$35,631.00	Sanitary Operating Fund
22004518	Various Caterpillar parts for heavy equipment repairs	Department of Public Works	Ohio CAT	Not-to-Exceed \$35,000.00	57% Sanitary Operating Fund and 43% Road and Bridge Fund
22004121	Various Ohio Revised Law books for research	Law Library	Thomson Reuters dba West Publishing Corporation	\$33,041.28	Cuyahoga County Law Library Resources Fund
22004502	Various sizes of sweatshirts for inmates	Sheriff's Office	Bob Barker Company	\$17,844.75	General Fund
22004504	Various sizes of t-shirts for inmates	Sheriff's Office	ATD American Co.	\$11,088.00	General Fund
22004491	(20) Property bags for inmates	Sheriff's Office	Sirchie Acquisition Company, LLC	\$7,125.00	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>
22004508	Emergency veterinary services for the Animal Shelter for May, 2022 and June, 2022*	Department of Public Works	Karen Ganofsky, DVM	\$38,500.00	Animal Shelter Operating Funds
22004514	Factory Authorized – Repairs on Vector truck S-226**	Department of Public Works	Jack Doheny Company	\$28,168.60	Sanitary Operating Fund

\* Approval No. BC2021-679 dated 11/22/2021, which amended various Board Approvals on various dates, authorizing an alternative procurement process resulting in awards to various providers for medical, surgical and animal care services for the period 2/1/2017 – 12/31/2022.

\*\*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.

**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 Safety and Justice Services, requesting authority to apply for grant funds from Ohio Department of Public Safety/Office of Criminal Justice Services in the total amount of \$520,095.18 for Regional Planning Unit Project in connection with the FY2022 STOP Violence Against Women ACT Block Grant for the period 1/1/2023 – 3/31/2024.

Funding Source: FY2022 STOP Violence Against Women Act Block Grant is from the Ohio Department of Public Safety, Office of Criminal Justice Services

**Item No. 2**

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

Contract Number	Vendor	Service Description	Amount	Department	Date(s) of Service	Funding Source	Date of Execution
Contract No. 1871	Bricker & Eckler, LLP	Legal services	\$4,500.00	Department of Sustainability	Effective upon contract signature of all parties through 12/31/2023	General Fund	10/6/2022 (Executive) 10/7/2022 (Law Dept.)

**VI – PUBLIC COMMENT**

**VII – ADJOURNMENT**

Michael Chambers motioned to adjourn; Dale Miller seconded. The motion to adjourn was unanimously approved at 11:53 a.m.