

Board of Control Meeting of January 15, 2020

Linda Murphy called the meeting to order at 10:30 a.m.

ROLL CALL: Linda Murphy representing Ilene Shapiro, present; Mark Potter representing Jeff Wilhite, present; Jerry Feeman representing John Donofrio, present; Heidi Swindell representing Al Brubaker, present; Christina Balliet representing Kristen Scalise, present; Diane Miller Dawson, present.

APPROVAL OF MINUTES: The minutes of the January 08, 2020, meeting were approved.

ORDER OF BUSINESS:

I. Professional Service Contracts

- A. Assist Adult Probation in implementation of recommendations from the State Justice Institute Assessment for the period 02/01/20-01/31/21, as Best Practical Source.
National Center for State Courts (NCSC)
Not to exceed \$40,000.00 (Common Pleas)**

**Ms. Dawson moved to award a professional service contract to National Center for State Courts (NCSC) in an amount not to exceed \$40,000.00 to assist Adult Probation in implementation of recommendations from the State Justice Institute Assessment for the period 02/01/20-01/31/21, as Best Practical Source for Common Pleas.
Motion passed 6-0.....DIR 007-20**

- B. 2020 CEAO Safety Studies (Guardrail Location Inventory and Pavement Marking Inventory) as Best Practical Source.
TEC Engineering, Inc.
Not to exceed \$41,000.00 (Engineer)**

**Mr. Feeman moved to award a professional service contract to TEC Engineering, Inc. in an amount not to exceed \$41,000.00 for 2020 CEAO Safety Studies (Guardrail Location Inventory and Pavement Marking Inventory) as Best Practical Source for the Engineer's Office.
Motion passed 6-0.....DIR 008-20**

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- C. Case management system software support and maintenance services for a one year term from 01/01/20-12/31/20 with four options to renew for an additional one-year term as Sole Source, OIT DIR 2020-01.
Sadler-NeCamp Financial Services, Inc. dba Proware
Total cost not to exceed \$818,030.00 for the five-year period
(Juvenile Court)**

**Ms. Dawson moved to award a professional service contract to Sadler-NeCamp Financial Services, Inc. dba Proware for a total cost not to exceed \$818,030.00 for the five-year period for Case management system software support and maintenance services for a one year term from 01/01/20-12/31/20 with four options to renew for an additional one-year term as Sole Source, OIT DIR 2020-01 for Juvenile Court.
This award is subject to confirmation by Council.
Motion passed 6-0.....DIR 009-20**

- D. Second and final renewal for Plan Review and Construction Inspection Services of County Projects Task Order.
Environmental Design Group, LLC
Not to exceed \$48,000.00 (Engineer)**

**Mr. Feeman moved to award a professional service contract to Environmental Design Group, LLC in an amount not to exceed \$48,000.00 for the second and final renewal for Plan Review and Construction Inspection Services of County Projects Task Order for the Engineer's Office.
Motion passed 6-0.....DIR 010-20**

II. Fiduciary Contracts - None

III. Construction Contracts - None

IV. Real Property Leases/Purchases - None

V. Purchase Contracts and Leases of Personal Property

A. Competitive Bidding Exceeding \$50,000.00 - None

B. Exempt Contracts Exceeding \$50,000.00

1. **60 month lease for electronic certified mail, including software, licensing, subscription, folder management and support services for the Clerk of Courts, for the period 01/01/20-12/31/24, at State Term pricing, OIT DIR 202-02.
Mail Finance, Inc., a Neopost USA, Inc., company
Not to exceed \$120,222.96 (Information Technology)**

**Mr. Feeman moved to award a leasing contract to Mail Finance, Inc., a Neopost USA, Inc., company in an amount not to exceed \$120,222.96, for a 60 month lease for electronic certified mail, including software, licensing, subscription, folder management and support services for the Clerk of Courts, for the period 01/01/20-12/31/24, at State Term pricing, OIT DIR 202-02 for Information Technology.
This award is subject to confirmation by Council.
Motion passed 6-0.....DIR 011-20**

C. Exceeding \$25,000.00 up to \$50,000.00

1. **Purchase of 80 dry tons of Ferric Chloride Solution as lowest quote.
PVS Technologies, Inc.
\$47,152.00 (Sanitary Sewer Services)**

Ms. Dawson moved to award a purchase contract to PVS Technologies, Inc., in an amount not to exceed \$47,152.00 for the Purchase of 80 dry tons of Ferric Chloride Solution as lowest quote for Sanitary Sewer. Motion passed 6-0.....DIR 012-20

- 2. Purchase of (14) 2,290 lb. plastic totes of liquid polymer as lowest quote.
Tidewater Products, Inc.
\$49,693.00 (Sanitary Sewer Services)**

Ms. Swindell moved to award a purchase contract to Tidewater Products, Inc., in an amount not to exceed \$49,693.00 for the purchase of (14) 2,290 lb. plastic totes of liquid polymer as lowest quote for Sanitary Sewer. Motion passed 6-0.....DIR 013-20

- 3. Print/mail services for customer billing invoice file prepared for each month for FY2020 as Best Practical Source.
E-Tactics, Inc.
\$49,900.00 (Sanitary Sewer Services)**

Mr. Feeman moved to award a purchase contract to E-Tactics, Inc. in an amount not to exceed \$49,900.00 for print/mail services for customer billing invoice file prepared for each month for FY2020 as Best Practical Source for Sanitary Sewer. Motion passed 6-0.....DIR 014-20

The below item was tabled by Ms. Murphy on 01/15/20:

- 4. License Fees associated with the tower located at 6615 Grove Road, Clinton, OH (part of the 800MHz Regional Radio System), as Best Practical Source.
American Tower Management, LLC
Total cost for 2020 is \$40,872.98 however, there are remaining funds on a prior PO so this request is limited to the balance of \$33,610.00 (EMA-Div. of Public Safety)**

VI. Miscellaneous - None

VII. Signature List Purchase Orders

1. **Clerk of Courts #2**
One (1) purchase order(s) as per attached.
2. **EMA-Public Safety #1**
One (1) purchase order(s) as per attached.
3. **Information Technology #1**
One (1) purchase order(s) as per attached.
4. **Job and Family #1**
Two (2) purchase order(s) as per attached.
5. **Sanitary Sewer #1**
Two (2) purchase order(s) as per attached.

VIII. Adjourn

There being no further business, the meeting was adjourned at 10:44 a.m.

kw

01/15/20