Board of Control Meeting of November 30, 2016

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

ROLL CALL: Linda Murphy representing Ilene Shapiro, present; Mark Potter representing Nick Kostandaras, present; Kent Starks representing Tim Crawford, present; Steve Brunot representing Al Brubaker, present; Tom Borcoman representing Kristen Scalise, present; Rose DeBord representing Brian Nelsen, present

APPROVAL OF MINUTES: The minutes of the November 23, 2016, meeting were approved.

ORDER OF BUSINESS:

I. Professional Service Contracts

   A. Second and final renewal for Task Order Contract for General Engineering and Right-of-Way Acquisition (ROW) services.
      Arcadis US, Inc.
      Not to exceed $140,000.00 (Engineer)

      Mr. Potter moved to award a professional service contract to Arcadis US, Inc., in an amount not to exceed $140,000.00, for the second and final renewal for Task Order Contract for General Engineering and Right-of-Way Acquisition (ROW) services, for the Engineer’s Office.
      This award is subject to confirmation by Council.
      Motion passed 6-0……………………………………………DIR 316-16

   B. Investment advisory services for the period 01/01/17-12/31/18, with the option to renew for one two (2) year period.
      United American Capital Corporation
      Not to exceed $132,000.00 (Fiscal Office)

      Mr. Potter moved to award a professional service contract to United American Capital Corporation, in an amount not to exceed $132,000.00, for investment advisory services for the period 01/01/17-12/31/18, with the option to renew for one two (2) year period, for the Fiscal Office.
      This award is subject to confirmation by Council.
      Motion passed 6-0………………………………………………..DIR 317-16
C. Provide testing, advocacy and monitoring services related to Education for Comprehensive Case Management Employment Program (CCMEP) youth, for the period 11/01/16-06/30/17, with one (1) annual renewal option. Project Learn of Summit County Not to exceed $48,500.00 (Job and Family Services)

Mr. Brunot moved to award a professional services contract to Project Learn of Summit County, in an amount not to exceed $48,500.00, to provide testing, advocacy and monitoring services related to Education for Comprehensive Case Management Employment Program (CCMEP) youth, for the period 11/01/16-06/30/17, with one (1) annual renewal option, for Job and Family Services. Motion passed 6-0..........................DIR 318-16

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

1. Greenwich Road Bridge Replacement Project. Matt Winters Excavating, LLC $136,136.80 (Engineer's Office)
Mr. Starks moved to award a competitive bidding contract to Matt Winters Excavating, LLC, in an amount not to exceed $136,136.80, for the Greenwich Road Bridge Replacement Project, for the Engineer’s Office.
This award is subject to confirmation by Council.
Motion passed 6-0..................................................DIR 319-16

B. Exempt Contracts Exceeding $50,000.00 - None

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

1. Cleaning and videotaping storm sewer project as lowest of two quotes.
   Mi-Tech Services, Inc.
   $32,115.00   (Engineer’s Office)

   Mr. Potter moved to award a purchase contract to Mi-Tech Services, Inc., in an amount not to exceed $32,115.00, for cleaning and videotaping storm sewer project as lowest of two quotes, for the Engineer’s Office.
   Motion passed 6-0..................................................DIR 320-16

2. Provide maintenance, service, parts, equipment and related supplies for all DJFS copy machines and eCopy scanner units, for the period 11/01/16-10/31/17, at State Term Pricing, OIT DIR #201600000450
   Graphic Enterprises Office Solutions, Inc.
   $40,340.00   (Job and Family Services)

   Mr. Brunot moved to award a purchase contract to Graphic Enterprises Office Solutions, Inc., in an amount not to exceed $40,340.00, to provide maintenance, service, parts, equipment and related supplies for all DJFS copy machines and eCopy scanner units, for the period 11/01/16-10/31/17, at State Term Pricing, OIT DIR #201600000450, for Job and Family Services.
   Motion passed 6-0..................................................DIR 321-16
VI. Miscellaneous

A. Change Order Number 1 – Client Translation Services, for the period 03/01/16-02/28/17.
Language Line Services, Inc.
$40,000.00, an accumulative increase of 27.59%, for a total amount not to exceed $185,000.00 (Job and Family Services)

Mr. Starks moved to award Change Order Number 1 to Language Line Services, Inc., in an amount not to exceed $40,000.00, an accumulative increase of 27.59%, for a total amount not to exceed $185,000.00, for Client Translation Services, for the period 03/01/16-02/28/17, for Job and Family Services.
Motion passed 6-0 ..............................................................DIR 322-16

B. An amendment to extend an agreement, subject to the approval of the Information Technology Board, to provide local Centrex telephone and data service and long distance service for a one-year term, from 01/01/17-12/31/17, as Best Practical Source.
AT&T
Not to exceed $600,000.00 (Information Technology)

Mr. Potter moved to award an amendment to extend an agreement, subject to the approval of the Information Technology Board, to provide local Centrex telephone and data service and long distance service for a one-year term, from 01/01/17-12/31/17, as Best Practical Source, for the Office of Information Technology. This award is subject to confirmation by Council.
Motion passed 6-0 ..............................................................DIR 323-16

VII. Signature List Purchase Orders

1. Department of Development  #16
   Five (5) purchase order(s) as per attached.

2. Sheriff  #17
   One (1) purchase order(s) as per attached.
Request to add late submittal as a walk on. All board members voted to pass this General Encumbrance Purchase Order.

3. Job and Family Services #27 (walk on as a late submittal)
   One (1) purchase order(s) as per attached.

VIII. Adjourn

There being no further business, the meeting was adjourned at 10:41 a.m.
kw
11/30/16