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; Kent Starks representing John Donofrio, present; Steve Brunot representing Al Brubaker, present; Dennis Menendez representing Kristen Scalise, present; Brian Nelsen, present.

**APPROVAL OF MINUTES:** The minutes of the February 20, 2019, meeting were approved.

**ORDER OF BUSINESS:**

I.  **Professional Service Contracts**

A. Cityworks Asset Management Software licensing, updates and software support for a one-year term from 04/07/19-04/06/20 as Best Practical Source, OIT DIR 2019-01.
   Azteca Systems, Inc.
   Not to exceed $60,000.00 (Information Technology)

   Mr. Menendez moved to award a professional service contract to Azteca Systems, Inc., in an amount not to exceed $60,000.00, for Cityworks Asset Management Software licensing, updates and software support for a one-year term from 04/07/19-04/06/20 as Best Practical Source, OIT DIR 2019-01, for Information Technology.
   This award is subject to confirmation by Council.
   Motion passed 6-0 .......................................................... DIR 056-19
B. Internet Services including an upgrade with bursting capabilities for a three-year term from 03/01/19-03/01/22 as Best Practical Source, OIT DIR 2019-02.  
Involta, LLC  
Not to exceed $56,088.00 (Information Technology)  

Mr. Nelsen moved to award a professional service contract to Involta, LLC, in an amount not to exceed $56,088.00 for Internet Services including an upgrade with bursting capabilities for a three-year term from 03/01/19-03/01/22 as Best Practical Source, OIT DIR 2019-02, for Information Technology.  
This award is subject to confirmation by Council.  
Motion passed 6-0………………………………………DIR 057-19

C. No Passing Zone Study and Speed Zone Study as Best Practical Source.  
TEC Engineering, Inc.  
Not to exceed $18,050.00 (Engineer)  

Mr. Menendez moved to award a professional service contract to TEC Engineering, Inc., in the amount of $18,050.00 for a No Passing Zone Study and a Speed Zone Study as Best Practical Source, for the Engineer's Office.  
Motion passed 6-0………………………………………DIR 058-19

D. Assist Adult Probation in implementation of recommendations from the State Justice Institute Assessment for the period 03/01/19-02/28/20, as Best Practical Source.  
National Center for State Courts (NCSC)  
Not to exceed $37,500 (cost to Summit County $31,500.00 with NCSC contributing $6,000.00 in technical assistance fees).  
(Common Pleas)
Mr. Nelsen moved to award a professional service contract to National Center for State Courts (NCSC) in an amount not to exceed $37,500 (cost to Summit County $31,500.00 with NCSC contributing $6,000.00 in technical assistance fees), to assist Adult Probation in implementation of recommendations from the State Justice Institute Assessment for the period 03/01/19-02/28/20, as Best Practical Source, for Common Pleas. Motion passed 6-0……………………………………..DIR 059-19

E. Provision of homeless prevention services for the period 03/01/19-09/30/19.
Family Promise of Summit County, Inc.
Not to exceed $60,600.00     (Job and Family Services)

Mr. Menendez moved to award a professional service contract to Family Promise of Summit County, Inc., in the amount of $60,000.00 for provision of homeless prevention services for the period 03/01/19-09/30/19 for Job and Family Services.
This award is subject to confirmation by Council.
Motion passed 6-0………………………………………..DIR 060-19

F. 2019 SYEP eligibility determination, job readiness and employment services for youth ages 14 to 17, for the period 04/01/19-09/30/19.
Akron Community Service Center & Urban League, Inc.
Not to exceed $115,000.00    (Job and Family Services)

Mr. Menendez moved to award a professional service contract to Akron Community Service Center & Urban League, Inc., in the amount of $115,000.00 for 2019 SYEP eligibility determination, job readiness and employment services for youth ages 14 to 17, for the period 04/01/19-09/30/19, for Job and Family Services.
This award is subject to confirmation by Council.
Motion passed 6-0………………………………………..DIR 061-19
G. Operation of the Volunteer Guardian Program operated by Summit County Public Health. This program is a collaborative effort between various Summit County entities with Summit County Public Health acting as the fiscal agent and program administrator, for the period 04/01/19-03/31/20 for a total amount not to exceed $250,000.00 of which the County’s share will be an amount not to exceed $50,000.00.

Summit County Combined General Health District d.b.a. Summit County Public Health
Summit County Court of Common Pleas-Probate Division
County of Summit Alcohol, Drug Addiction and Mental Health Services Board
County of Summit Developmental Disabilities Board
Not to exceed $50,000.00 (Job and Family Services)

Mr. Menendez moved to amend and Mr. Nelsen moved to award a professional service contract to Summit County Combined General Health District d.b.a. Summit County Public Health
Summit County Court of Common Pleas-Probate Division
County of Summit Alcohol, Drug Addiction and Mental Health Services Board, County of Summit Developmental Disabilities Board in an amount not to exceed $50,000.00 for the Operation of the Volunteer Guardian Program operated by Summit County Public Health. This program is a collaborative effort between various Summit County entities with Summit County Public Health acting as the fiscal agent and program administrator, for the period 04/01/19-03/31/20 for a total amount not to exceed $250,000.00 $200,000.00 of which the County's share will be an amount not to exceed $50,000.00 for Job and Family Services. This award is subject to confirmation by Council.
Motion passed 6-0..........................................................DIR 062-19

H. A renewal (third of four), for energy procurement consulting services, for a one-year term, from 04/01/18-03/31/20.
Pennoni Associates, Inc.
$47,400.00 (Finance and Budget)
Mr. Menendez moved to award a professional service contract to Pennoni Associates, Inc. in the amount of $47,400.00 for a renewal (third of four), for energy procurement consulting services, for a one-year term, from 04/01/18-03/31/20, for Finance and Budget. Motion passed 6-0………………………………………………..DIR 063-19

I. A one-year extension of a professional service contract to provide telemedicine services to County employees and as part of the County’s health care regionalization program, from 01/01/19-12/31/19, as Best Practical Source.
   First Stop Health
   Not to exceed $165,000.00
   (Human Resources-Div. of Employee Benefits)

   Mr. Nelsen moved to award a professional service contract to First Stop Health in an amount not to exceed $165,000.00 for a one-year extension of a professional service contract to provide telemedicine services to County employees and as part of the County’s health care regionalization program, from 01/01/19-12/31/19, for Human Resources-Div. of Employee Benefits. This award is subject to confirmation by Council. Motion passed 6-0………………………………………………..DIR 064-19

II. Fiduciary Contracts - None

III. Construction Contracts

A. Award Bid SCE 2018-059-16 – Medina Line Road (CH 2) Resurfacing and Widening as lowest responsive and responsible bidder.
   Karvo Companies, Inc.
   $1,411,160.86   (Engineer)
Mr. Nelsen moved to award purchase contract to Karvo Companies, Inc., in the amount of $1,411,160.86, for the awarding of Bid SCE 2018-059-16 – Medina Line Road (CH 2) Resurfacing and Widening as lowest responsive and responsible bidder, for the Engineer’s Office.
This award is subject to confirmation by Council.
Motion passed 6-0…………………………………………..DIR 065-19

IV. Real Property Leases/Purchases

A. A renewal (first and final) of a 60-month lease for approximately 1,850 square feet of space located at 620 Ridgewood Crossing Drive, Akron, Ohio, in Council District 5, which will house the Summit County Title & Passport Office-Western Branch Location.
DeVille Developments, LLC
For rent in an amount not to exceed $2,312.50 per month or $27,750.00 annually, for a total amount not to exceed $138,750.00 for the 60-month term of the lease (Clerk of Courts)

Mr. Nelsen moved to award a lease contract to DeVille Developments, LLC, for rent in an amount not to exceed $2,312.50 per month or $27,750.00 annually, for a total amount not to exceed $138,750.00 for the 60-month term of the lease, for a renewal (first and final) of a 60-month lease for approximately 1,850 square feet of space located at 620 Ridgewood Crossing Drive, Akron, Ohio, in Council District 5, which will house the Summit County Title & Passport Office-Western Branch Location, for the Clerk of Courts.
This award is subject to confirmation by Council.
Motion passed 6-0…………………………………………..DIR 066-19

V. Purchase Contracts and Leases of Personal Property

A. Competitive Bidding Exceeding $50,000.00

1. Award Bid LIRM 2018-487-02 – HazMat Response Vehicle Re-Bid as lowest responsive and responsible bidder.
VT Hackney, Inc.
$294,417.00 (EMA- Div. of Public Safety)
Mr. Menendez moved to award a purchase contract to VT Hackney, Inc., in the amount of $294,417.00 for the awarding of Bid LIRM 2018-487-02 – HazMat Response Vehicle Re-Bid as lowest responsive and responsible bidder, for EMA-Div. of Public Safety. This award is subject to confirmation by Council. Motion passed 6-0…………………………………DIR 067-19

B. **Exempt Contracts Exceeding $50,000.00** - None

C. **Exceeding $25,000.00 up to $50,0000.00**

1. Rescind Directive 370-18 awarded to Involta in the amount of $25,488.00 for a three year support renewal for internet access expiring 09/05/2021 as Best Practical Source IT201800001355. (Information Technology)

   Mr. Brunot moved to rescind Directive 370-18 which was awarded to Involta in the amount of $25,488.00 for a three year support renewal for internet access expiring 09/05/2021 as Best Practical Source IT201800001355 for Information Technology. Motion passed 6-0…………………………………….DIR 068-19

VI. **Miscellaneous**

A. **Change Order Number 1 – Homeless Prevention Services, Case Management, for the period 10/01/18-09/30/19.** Battered Women’s Shelter of Summit and Medina Counties $150,000.00 increase for a cumulative increase of 23.08% for an adjusted total amount of $800,000.00 (Job and Family Services)
Mr. Nelsen moved to award Change Order Number 1 to Battered Women’s Shelter of Summit and Medina Counties in the amount of $150,000.00 increase for a cumulative increase of 23.08% for an adjusted total amount of $800,000.00 for Homeless Prevention Services, Case Management, for the period 10/01/18-09/30/19. Motion passed 6-0…………………………………………….DIR 069-19

B. Change Order Number 2 – Health and Wellness Consulting Services
NFP Corporate Services OH Inc.
$9,000.00 increase for a cumulative increase of 29.87% for an adjusted total amount not to exceed $253,255.00 (Human Resources-Div. of Employee Benefits)

Mr. Menendez moved to award Change Order Number 2 to NFP Corporate Services OH Inc. in the amount of $9,000.00 increase for a cumulative increase of 29.87% for an adjusted total amount not to exceed $253,255.00 for Human Resource-Div. of Employee Benefits. Motion passed 6-0…………………………………………….DIR 070-19

VII. Signature List Purchase Orders

1. Emergency Management #4
   One (1) purchase order(s) as per attached.

2. Engineer #2
   One (1) purchase order(s) as per attached.

3. Job and Family #4
   One (1) purchase order(s) as per attached.
4. Office Services  #2  
   One (1) purchase order(s) as per attached.

5. Sanitary Sewer  #6  
   One (1) purchase order(s) as per attached.

VIII. Adjourn

There being no further business, the meeting was adjourned at 10:49 a.m.
kw
02/27/19