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; Dennis Menendez representing Kristen Scalise, present (entered at 10:31am).

**APPROVAL OF MINUTES:** The minutes of the September 11, 2019, meeting were approved.

**ORDER OF BUSINESS:**

I. **Professional Service Contracts**

A. Provide tuition assistance to low income students enrolled at Beyond Expectations Barber College for the period 10/01/19-09/30/20.

Beyond Expectations Barber College (BEBC)
Not to exceed $30,000.00 (Job and Family Services)

Ms. Swindell moved to award a professional service contract to Beyond Expectations Barber College (BEBC) in an amount not to exceed $30,000.00 to provide tuition assistance to low income students enrolled at Beyond Expectations Barber College for the period 10/01/19-09/30/20 for Job and Family Services.

Motion passed 5-0..............................................DIR 286-19

B. Adult Protective Services (APS) social worker, after hours call response, emergency shelter and triage/stability team services for the period 10/01/19-09/30/20.

Battered Women’s Shelter of Summit and Medina Counties
Not to exceed $293,000.00 (Job and Family Services)

Mr. Feeman moved to award a professional service contract to Battered Women’s Shelter of Summit and Medina Counties in
an amount not to exceed $293,000.00 for Adult Protective Services (APS) social worker, after hours call response, emergency shelter and triage/stability team services for the period 10/01/19-09/30/20 for Job and Family Services. This award is subject to confirmation by Council. Motion passed 5-0………………………………………………DIR 287-19

C. Adult Protective Services (APS) liaison services for the period 10/01/19-09/30/20.
Direction Home Akron Canton Area Agency on Aging & Disabilities
Not to exceed $40,000.00 (Job and Family Services)

Ms. Swindell moved to award a professional service contract to Direction Home Akron Canton Area Agency on Aging & Disabilities in an amount not to exceed $40,000.00 for Adult Protective Services (APS) liaison services for the period 10/01/19-09/30/20 for Job and Family Services. Motion passed 5-0……………………………………….DIR 288-19

D. Detailed design of pump station and sanitary sewer for Project Q-185 as Best Practical Source.
Environmental Design Group, LLC
Not to exceed $19,937.93 (Sanitary Sewer Services)

Mr. Feeman moved to award a professional service contract to Environmental Design Group, LLC in an amount not to exceed $19,937.93 for a detailed design of pump station and sanitary sewer for Project Q-185 as Best Practical Source for Sanitary Sewer Services. Motion passed 5-0………………………………………..DIR 289-19

E. Perform services for Information Technology on the Cougar system on an as-needed basis for the period 08/01/19-07/31/20 as Best Practical Source.
CGI Technologies, Inc.
Time and materials rate for an amount not to exceed $25,000.00 (Law and Risk Management)
Ms. Swindell moved to award a professional service contract to CGI Technologies, Inc., for time and materials rate for an amount not to exceed $25,000.00 to perform services for Information Technology on the Cougar system on an as-needed basis for the period 08/01/19-07/31/20 as Best Practical Source for Law and Risk Management.
Motion passed 5-0………………………………………….DIR 290-19

II.   **Fiduciary Contracts** – None

III. **Construction Contracts**

A.   Reject all bids for SCE 2019-248 Cleveland Massillon/Ghent Rd. Intersection Improvement Project.  (Engineer’s Office)

   Mr. Feeman moved to reject all bids for SCE 2019-248 Cleveland Massillon/Ghent Rd. Intersection Improvement Project for the Engineer’s Office.
Motion passed 5-0……………………………………..DIR 291-19

B.   Award bid DSSS 2019-057-02 Q-180 Indian Creek Exposed Sanitary Sewer – Contract 2 as local preference.
    Lockhart Concrete Co.
    $624,460.00    (Sanitary Sewer Services)

   Ms. Swindell moved to award a purchase contract to Lockhart Concrete Co., in an amount not to exceed $624,460.00 for the awarding of bid DSSS 2019-057-02 Q-180 Indian Creek Exposed Sanitary Sewer – Contract 2 as local preference for Sanitary Sewer Services.
   This award is subject to confirmation by Council.
Motion passed 5-0………………………………………….DIR 292-19
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. Provide maintenance, service, parts, equipment and related supplies for copy machines and eCopy scanner units for the period 11/01/19-10/31/20, at State Term Pricing, OIT DIR 2019-18
   Graphic Enterprises Office Solutions, Inc.  
   $52,952.74  (Job and Family Services)

   Mr. Potter moved to award a purchase contract to Graphic Enterprises Office Solutions, Inc., in an amount not to exceed $52,952.74 to provide maintenance, service, parts, equipment and related supplies for copy machines and eCopy scanner units for the period 11/01/19-10/31/20, at State Term Pricing, OIT DIR 2019-18 for Job and Family Services.
   This award is subject to confirmation by Council.
   Motion passed 5-0..................................................DIR 293-19

2. Provide software maintenance, including technical support and software upgrades, for a one-year term, from 10/31/19-10/30/20, as Sole Source, OIT DIR 2019-19.
   Environmental Systems Research Institute, Inc. (Esri)
   $57,404.00  (Department of Development)

   Mr. Feeman moved to award a purchase contract to Environmental Systems Research Institute, Inc. (Esri) in
an amount not to exceed $57,404.00 to provide software maintenance, including technical support and software upgrades, for a one-year term, from 10/31/19-10/30/20, as Sole Source, OIT DIR 2019-19 for Department of Development. This award is subject to confirmation by Council. Motion passed 5-0…………………………………..DIR 294-19

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

1. **Purchase of limestone for construction projects as lowest quote.**
   Ray Bertolini Trucking  
   $44,360.00   (Sanitary Sewer Services)

   Mr. Feeman moved to award a purchase contract to Ray Bertolini Trucking in an amount not to exceed $44,360.00 for the purchase of limestone for construction projects as lowest quote for Sanitary Sewer Services.  
   Motion passed 5-0…………………………………..DIR 295-19

2. **Amend Directive No. 280-19:**

   A purchase contract is hereby awarded to Zix Corp., in an amount not to exceed $49,860.72, for email encryption and threat protection software for the period 08/23/19-08/22/21 09/02/19-12/02/20 as Best Practical Source, OIT 201900001787, for Information Technology.

   Mr. Feeman moved to amend Directive No. 280-19 as follows:  
   A purchase contract is hereby awarded to Zix Corp., in an amount not to exceed $49,860.72, for email encryption and threat protection software for the period 08/23/19-08/22/21 09/02/19-12/02/20 as Best Practical Source, OIT 201900001787, for Information Technology.  
   Motion passed 5-0…………………………………..DIR 280-19 A*
VI. Miscellaneous

A. Change Order Number 1 – Intervention Services for Youth with Behavioral Problems.
$145,000.00 a cumulative increase of 145.00% for an adjusted total amount not to exceed $245,000.00 (Job and Family Services)

Ms. Swindell moved to award a Change Order to Child Guidance & Family Solutions in the amount of $145,000.00 a cumulative increase of 145.00% for an adjusted total amount not to exceed $245,000.00 for Change Order Number 1 – Intervention Services for Youth with Behavioral Problems for Job and Family Services. This award is subject to confirmation by Council. Motion passed 5-0…………………………………………..DIR 296-19

Battered Women’s Shelter of Summit and Medina Counties
$50,000.00 a cumulative increase of 61.23% for an adjusted total amount not to exceed $1,048,000.00 (Job and Family Services)

Mr. Potter moved to award a Change Order to Battered Women’s Shelter of Summit and Medina Counties in the amount of $50,000.00 a cumulative increase of 61.23% for an adjusted total amount not to exceed $1,048,000.00 for Change Order Number 3 for Homeless Prevention and Case Management for Job and Family Services. This award is subject to confirmation by Council. Motion passed 5-0…………………………………………..DIR 297-19
VII. **Signature List Purchase Orders**

1. Department of Development #15  
   One (1) purchase order(s) as per attached.

2. Emergency Management #14  
   Two (2) purchase order(s) as per attached.

3. Engineer #11  
   One (1) purchase order(s) as per attached.

4. Information Technology #19  
   One (1) purchase order(s) as per attached.

VIII. **Adjourn**

There being no further business, the meeting was adjourned at 10:47 a.m.

kw  
09/18/19