

Contracts and Purchasing Board
County Administration Building, 4th Floor
November 14, 2011 11:30 a.m.

I. Call to Order

The meeting was called to order at 11:56 p.m.

II. Review and Approve Minutes

The minutes were reviewed and approved

III. Public Comment

There was no public comment

IV. Contracts and Awards

A. Tabled Items

Item	Requestor	Description	Board Action
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CPB2011-195	Common Pleas Court	<p>1) Requesting a RFP exemption with University Hospital for psychiatric evaluation services.</p> <p>Description of Supplies or Services. Through the Division of Forensic Psychiatry Services, University Hospitals of Cleveland provides physicians licensed in the State of Ohio who are psychiatry fellows in year 4 to 5 (post-graduate) for 16 hours per week to perform forensic psychiatric evaluations at the Court Psychiatric Clinic.</p> <p>Rationale Supporting the Use of the Selected Procurement Method. Forensic Psychiatry/Forensic Fellow services are specific and unique. University Hospitals of Cleveland is the only provider of such services in the Cleveland area. The only other provider in Ohio is the Forensic Psychiatry Fellowship at the University of Cincinnati. It would be impractical for University of Cincinnati forensic psychiatry fellows to travel to Cleveland to perform the services for 16 hours per week.</p> <p>What other available options and/or vendors were evaluated? No other vendors were evaluated because no other local vendor provides the stated services.</p> <p>What ultimately lead you to this product or service? The selected vendor has provided quality services on an annual contract basis for over twenty (20) years and there is no other local vendor to select to provide these services.</p> <p>Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid. These services are necessary for cases to be adjudicated in a timely manner. Any unnecessary delay due to an interruption in services could cause defendants to be incarcerated longer and cases to be continued until reports can be completed with the remaining limited resources.</p> <p>2) Submitting a contract with University Hospitals of Cleveland in the amount of \$72,000.00 for psychiatric evaluation services for the period 7/1/2011 - 6/30/2012.</p> <p>Funding Source: 100% General Fund</p>	<p><input checked="" type="checkbox"/> X __ Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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B. Scheduled Items

Item	Requestor	Description	Board Action
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CPB2011-227	Department of Workforce Development	Submitting a contract with ION Vacuum (IVAC) Technologies Corp in the amount not-to-exceed \$5,000.00 for the On-the-Job Training Program for the period Funding Source: 100% Federal Workforce Investment Act Funds	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-228	Department of Public Safety and Justice Services	Department of Public Safety and Justice Services, submitting a contract with Intergraph Corporation, sole source, in the amount not-to-exceed \$94,488.00 for maintenance on Cuyahoga Regional Information System (CRIS)/City of Parma Records Management System for the period 7/1/2008 - 6/30/2011. Funding Source: 100% FY08 Urban Area Security Initiative Grant (70%) and the Cuyahoga Regional Information System General Fund (30%)	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-229	Department of Health and Human Services	1) Requesting a sole source purchase with The Rushmore Group, LLC for maintenance of a case review system for use by the Employment and Family Services Division. This purchase has been reviewed by the Information Services Center. 2) Employment & Family Services Division, submitting a contract with The Rushmore Group, LLC, sole source, in the amount not-to-exceed \$13,500.00 for maintenance on the Case Review System for the period 8/8/2011- 8/7/2012. Funding Source: 100% through Federal Public Assistance (PA) Linkage funds.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-230	Department of Health and Human Services	Division of Employment & Family Services, submitting a contract with Harris, Mackessy & Brennan, Inc. in the amount not-to-exceed \$2,601.22 for maintenance on Rightfax software for the period 9/1/2011 - 8/31/2012. Funding Source: 100% TANF Funds	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

C. Exemption Requests

CPB2011-231	Information Services Center	<p>The CCISC on behalf of the Fiscal Office is seeking approval of an exemption to the RFP process for a contract with D.W.R. Consulting.</p> <p>The consulting is for support and maintenance of the County's payroll and accounts payable systems. Neither the Fiscal Office nor the ISC Department has programming staff to provide the necessary support and maintenance of these systems. These systems are critical for the business of the County, especially for the year-end Payroll and W2 processes. David Rauske is an independent consultant who has considerable experience in consulting on the County's systems.</p> <p>1. Description of Supplies or Services. Consulting services relative to support and maintenance of County's Payroll and Accounting Systems.</p> <p>2. Estimated Dollar Value \$65,000.00 (\$65.00 per hour)</p> <p>3 Rationale for the Selected Procurement Method Most experienced at low hourly cost- need consulting end of year support.</p> <p>4. What other available options and/or vendors were evaluated? Low hourly cost.</p> <p>Funding Source:100% General Fund</p>	<p><input checked="" type="checkbox"/> X __ Approve <input type="checkbox"/> __ Disapprove <input type="checkbox"/> __ Hold</p>
CPB2011-232	Department of Development	<p>1. Description of Supplies or Services. Federally funded demolition of blighted single-family houses and small apartment buildings located in target areas in Cuyahoga County suburbs. This contract passes through federal Neighborhood Stabilization Program 3 funds to the Cuyahoga County Land Reutilization Corporation (Cuyahoga Land Bank) to implement a portion of Cuyahoga County's grant application to the U.S. Department of Housing and Urban Development (HUD) as approved by the County Executive on March 1, 2011 (copy of signed grant application attached).</p> <p>2. Estimated Dollar Value This contract provides up to \$350,000 of federal funds for demolitions; at an estimated average demolition cost of \$8900 per house the contract will fund approximately 40 demolitions.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method The Cuyahoga Land Bank is a quasi-public nonprofit corporation established pursuant to Ohio law specifically for the purpose of stabilizing neighborhoods by demolishing blighted structures and acquiring vacant properties and land. The Cuyahoga Land Bank has both the staff capacity and volume of demolition business to command more favorable pricing from demolition contractors than Cuyahoga County</p>	

		<p>could obtain by conducting its own bidding process.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. Before finalizing this contract, Cuyahoga County Department of Development staff contacted each community where demolitions can be carried out to ask if the community preferred to hire its own contractors and receive reimbursement from Cuyahoga County, or to utilize the services of the Cuyahoga Land Bank for demolitions in it designated target area. Only one community (Shaker Heights) chose to carry out its own demolitions. Funds are reserved for a separate agreement between Cuyahoga County and Shaker Heights.</p> <p>5. What ultimately lead you to this product or service? Why was the recommended vendor selected? Demolition of blighted vacant houses has been shown to have a positive impact on the value of remaining non-blighted houses in the same neighborhood and community. As stated above, the Cuyahoga Land Bank was established specifically to carry out demolitions and related land actions to stabilize neighborhoods, and it has a special quasi-public status and special legal powers to carry out demolitions on behalf of local communities.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid. Due to limited staffing in the Cuyahoga County Department of Development, demolitions could not be carried out quickly enough to meet the federal deadline to spend all grant funds for this activity within a two year period, so federal funds would likely be lost to Cuyahoga County and demolitions would not be done.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. In planning future demolition activities the County can evaluate the performance of its Land Bank, including the Land Bank's own competitive procurement of demolition services, and determine whether bidding by the County would be likely to provide more favorable pricing than bidding by the Land Bank. We do not anticipate this happening as long as the Land Bank continues to carry out its currently very active demolition program.</p>	<p><input checked="" type="checkbox"/> X Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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CPB2011-233	Department of Development	<p>1. Description of Supplies or Services. Using federal Home Investments Partnerships Program (HOME Program) funds, rental assistance is provided to eligible low-income households for a period not to exceed two years, while they work to become self-sufficient. The nonprofit agency Emerald Development and Economic Network, Inc (Eden) administers this program on behalf of the Department of Development and Office of Homeless Services.. Client selection and targeting are determined by the Office of Homeless Services, not by Eden.</p> <p>2. Estimated Dollar Value. The amount of this contract is \$218,465, which includes \$200,000 of rental assistance and not to exceed \$18,465 of staff costs for Eden to administer the program. No additional fee is paid to Eden beyond reimbursement of its actual staff costs, and Eden absorbs substantial costs such as its staff's fringe benefits and overhead from other funding.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method. Eden was selected through an RFP process, and annual renewals have been approved each year by the Cuyahoga Housing Consortium Review Board. Under both Ohio and federal law, no formal procurement process is required to enter into a subrecipient agreement for a nonprofit agency to provide social services using federal grant funds.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. Since neither Ohio nor federal law requires formal procurement, and since Eden will receive only reimbursement of staff salaries with no additional fee, there does not appear to be any issue with cost of services that would require competitive procurement. Both Development and the Office of Homeless Services are fully satisfied with Eden's administration of these funds.</p> <p>5. What ultimately lead you to this product or service? Why was the recommended vendor selected? While federal law does not require any HOME funds to be used for rental assistance, the use is eligible and meets the strategic goal of Cuyahoga County's homeless prevention program by providing time limited funds for households to establish themselves in community rental housing while they take steps to become self sufficient. As noted above, Eden was selected through an RFP process and annual renewals have been approved by the Cuyahoga Housing Consortium Review Board.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid. Current rental assistance funds will be fully utilized as of October 31,2011, and there will be no funds available to provide rental assistance to existing clients for the month of</p>	
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		<p>November 2011 if funding renewal is delayed. A request for exemption (attached) was submitted on October 7, 2011, but is now being resubmitted using the new standardized forms as per OPD training in October.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. If a Request for Proposals is required for future year funding, Development and the Office of Homeless Services will cooperate to issue an RFP.</p> <p>Providing an exemption from RFP for six months.</p>	<p><input checked="" type="checkbox"/> X Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2011-234	Department of Public Safety and Justice Services	<p>Provide detailed information about why you need to acquire these goods or services:</p> <p>The County is procuring Digital Hybrid Radio Control Assembly wireless controller systems for two Remotec Andros F6A BOD bomb robots. Both robots were purchased with FY2003 State Homeland Security Grant Program, Part I and Part II funds. Funds from FY2010 Urban Area Security Initiative Program have been approved by the Public Safety Urban Area Working Group, Ohio Emergency Management Agency and FEMA, to upgrade the current controller mechanism from a tethered fiber optic line to wireless radio control. This upgrade requires each robot unit to have an upgraded power supply to accommodate the power requirements of the new control system.</p> <p>Why are the requested goods/services the only ones that can satisfy your requirements?</p> <p>The power supply for these highly specialized robots is insufficient to accommodate the power needs of the wireless radio controllers being purchased with DHS grant funds. These robots allow inspection and manipulation of suspected explosive devices that would otherwise require a human technician. Inadequate power for these robots may result in on-scene failure, thus placing the safety of a bomb technician in peril. The power supply to these units is specific to Remotec, Inc, the robot manufacture. The hazardous requirements of these units, and the very real danger placed on both technician and the public makes the use of the robot manufacture's power supply upgrade essential.</p> <p>Were alternative goods/I.T. services evaluated?</p> <p>All bomb teams receiving DHS grant funding for equipment and training must be FBI certified. All of the teams and technicians in Cuyahoga County are currently FBI accredited, or are in process of receiving accreditation. The regional bomb teams train using FBI approved equipment, and have acquired this equipment for service in the region. This consistency allows the regional bomb team technicians and FBI/DHS technicians to provide seamless response to an EOD</p>	

		<p>event, interchanging known and trained equipment.</p> <p>No alternative power supply was considered. No other vendors can provide the power supply upgrade to meet the specific needs of the unit while maintaining the integrity and support of the manufacturer.</p> <p>What efforts were made to get the best possible price?</p> <p>No efforts were made to gain "favorable pricing" from the vendor for the power supply upgrades. Favorable pricing was obtained by using the GSA Schedule over open market for the Hybrid Radio Control Assembly.</p> <p>Total Cost: \$3,600.00</p> <p>Funding Source: FY2010 Urban Area Security Initiative</p>	<p><input checked="" type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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D. Consent Agenda

i. Scheduled Consent Items

Item	Requestor	Description	Board Action
CPB2011-235	Department of Public Works	Submitting an agreement of cooperation with City of Euclid for repair and resurfacing of Highland Road from Euclid Avenue to Richmond Road in the Cities of Euclid and Richmond Heights.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-236	Department of Public Works	Requesting authority to seek proposals on RQ_____ from various consultant engineering firms for general engineering services for various projects; requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-237	Department of Public Works	Submitting an agreement of cooperation with City of Richmond Heights for repair and resurfacing of Highland Road from Euclid Avenue to Richmond Road in the Cities of Euclid and Richmond Heights.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-238	Department of Public Works	Submitting an LPA agreement with Ohio Department of Transportation for improvement of Pleasant Valley Road/Bagley Road from York Road to Pearl Road in the Cities of Parma and Middleburg Heights.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-239	Department of Public Works	Recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$73.27 to A. Thomas for vehicle damage.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-240	Department of Development	Submitting an amendment to Agreement No. AG0900048-01 with City of Lakewood for the Mixed Use Rental Assistance Loan Program for the period 7/1/2009 - 6/30/2011 to extend the time period to 12/31/2011, and for a decrease in the amount of (\$5,000.00).	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

CPB2011-241	Department of Development	Submitting an amendment to a cooperative agreement with the U.S. Environmental Protection Agency in the amount of \$1,900,000.00 for the Recovery Act Brownfields Revolving loan Fund Program for the period 10/1/2009 - 9/30/2011 to extend the time period to 9/30/2012; no additional funds required.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-242	Department of Development	Submitting a contract with MAE Construction LLC in the amount of \$6,960.00 for Lead Remediation of property located at 13204 York Boulevard, Garfield Heights, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 11/14/2011 - 5/31/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-243	Department of Development	Submitting a grant agreement with State of Ohio, Department of Development in the amount of \$59,377.00 for replacement heating units to low-income households in connection with the State Energy Efficient Appliance Rebate Program for the period 8/8/2011 - 1/31/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-244	Department of Development	Requesting authority to negotiate with various providers for brownfield environmental consultant services for the Brownfield Redevelopment Fund and Community Assessment Initiative for the period 10/1/2011 - 9/30/2014. (Board of Control No. BC2011-44 - authority to seek qualifications): 1) Burgess & Niple, Inc. 2) HzW Environmental Consultants, LLC 3) PANDEY Environmental, LLC 4) Partners Environmental Consulting, Inc. 5) URS Corporation - Ohio	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-245	Department of Development	Submitting various documents among Ellen Machan and Green Home Solutions, LLC in connection with a dispute relating to home weatherization repairs; requesting authority for the County Executive to execute said documents. a) a settlement agreement and mutual release of claims. b) a general release.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-246	Department of Development	Airport Division, submitting a revenue generating agreement with Canyon Properties, LLC, dba Cleveland Jet Center LLC, in the amount of \$2,000.00 for snow removal services for the period 11/1/2011 - 4/30/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-247	Department of Development	Airport Division, submitting a revenue generating agreement with Flight Options, LLC, in the amount of \$8,000.00 for snow removal services for the period 11/1/2011 - 4/30/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

CPB2011-248	Juvenile Court	Requesting authority to seek proposals from various providers on RQ21512 for electronic monitoring services for the period 1/1/2012 - 12/31/2013i requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-249	Juvenile Court	Requesting authority to seek proposals from various providers on RQ21697 for in- home family treatment services for the period 1/1/2012 - 12/31/2014 requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-250	Juvenile Court	Requesting authority to seek proposals from various providers on RQ21699 for the Court Unruly Program for the period 1/1/2012 - 12/31/2014i requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-251	Juvenile Court	Requesting authority to seek qualifications from various providers on RQ21783 for Diagnostic Clinic Clinicians and Psychometrist services for the period 1/1/2012 - 12/31/2014; requesting authority for the Director of the Office of Procurement & Diversity to advertise for qualifications.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-252	Department of Public Safety and Justice Services	Submitting an amendment to Agreement No. AG1100062-01 with City of Cleveland for reimbursement of eligible expenses in connection with the FY2009 State Homeland Security Program - Law Enforcement for the period 8/1/2009 - 4/30/2012 to change the time period to 3/31/2012, and for a decrease in the amount of (\$25,394.25).	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-253	Department of Public Safety and Justice Services	Submitting an amendment to a grant agreement with Ohio Emergency Management Agency in the amount of \$226,947.00 for the FY2009 Interoperable Emergency Communications Grant Program for the period 6/1/2009 - 10/31/2011 to extend the time period to 11/30/2011; no additional funds required.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-254	Department of Public Safety and Justice Services	Submitting an agreement with the Orange Village in the amount not-to-exceed \$20,000.00 for reimbursement of eligible expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 9/1/2011 - 8/31/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-255	Department of Public Safety and Justice Services	Division of Witness/Victim, submitting a grant award in the amount of \$2,000,000.00 from U.S. Department of Justice, Office of Justice Programs for the FY2011 Attorney General's Children Exposed to Violence Demonstration Program: Phase 2 Grant Program for the period 10/1/2011 - 9/30/2013.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

CPB2011-256	Department of Health and Human Services	Community Initiatives Division/Family & Children First Council, submitting a grant agreement with Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to- exceed \$283,526.03 for administration and fiscal agent services for the System of Care Family Centered Services and Supports Grant Program for the period 7/1/2011 - 6/30/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-257	Department of Health and Human Services	Office of Early Childhood, submitting a grant agreement with United Way of Greater Cleveland in the amount of \$275,000.00 for the Supporting Partnerships to Assure Ready Kids Program for the Invest in Children Program for the period 9/1/2011 - 8/31/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-258	Department of Health and Human Services	Division of Children & Family Services, requesting authority to seek proposals from various providers on RQ21241 for the Family to Family Neighborhood System of Care for the period 1/1/2012 - 12/31/2013; requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-259	Office of Procurement and Diversity	Presenting BuySpeed purchases for the week of November 14, 2011-November 18, 2011.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

V. Other Business

CPB2011-260	Office of Procurement and Diversity	1) Confirming approval of Critical Purchases: 2) Approving additional time sensitive mission critical purchases in the amount to restore the department's preapproved purchases up to \$25,000.00.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
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VI. Public Comment

There was no public comment

VII. Adjournment

The meeting was adjourned at 12:29 p.m.

