

Contracts and Purchasing Board
 County Administration Building, 4th Floor
 December 12 2011 11:30 PM-Revised

I. Call to Order

The meeting was called to order at 11:53 A.M.

II. Review and Approve Minutes

The minutes were approved as written

III. Public Comment

There was no public comment

IV. Contracts and Awards

A. Tabled Items

B. Scheduled Items

Item	Requestor	Description	Board Action
CPB2011-334	Department of Development	<p>1) Submitting a contract with Century Cycles, Inc. in the amount of \$3,376.99 for exterior improvements in connection with a Storefront Renovation Rebate Program project located at 19955 Detroit Road, Rocky River, for the period 12/14/2011 - 6/11/2012.</p> <p>2) Submitting a contract with Greg Caniglia in the amount of \$2,040.00 for exterior improvements in connection with a Storefront Renovation Rebate Program project located at 12800 York Road, North Royalton, for the period 12/14/2011 - 6/11/2012.</p> <p>3) Submitting a contract with Phillip J. Talarico in the amount of \$9,885.00 for exterior improvements in connection with a Storefront Renovation Rebate Program project located at 5080 Warrensville Center Road, Maple Heights, for the period 12/14/2011 - 6/11/2012.</p> <p>4) Submitting a contract with Yorktown Service Plaza in the amount of \$9,975.00 for exterior improvements in connection with a Storefront Renovation Rebate Program project located at 6177 Pearl Road, Parma Heights, for the period 12/14/2011 - 6/11/2012.</p> <p>Funding Source: 100% General Fund</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-335	Department of Development	<p>Submitting a contract with Green Home Solutions, LLC in the amount of \$13,660.00 for Lead Remediation for property located at 1446 East 134th Street, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 12/12/2011 - 5/31/2012.</p> <p>Funding Source: 100% U.S. Dept. of HUD Lead Hazard Remediation Grant</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

CPB2011-336	Department of Workforce Development	<p>1) Submitting a contract with Electric Cord Sets, Inc. in the amount not-to-exceed \$4,342.14 for the On-the-Job Training Program for the period 11/7/2011 - 2/29/2012.</p> <p>2) Submitting a contract with Phoenix Steel Service, Inc. in the amount not-to-exceed \$6,960.00 for the On-the-Job Training Program for the period 11/14/2011 - 5/14/2012.</p> <p>3) Submitting a contract with Talent Tool & Die, Inc. in the amount not-to-exceed \$3,200.00 for the On-the-Job Training Program for the period 11/8/2011 - 3/31/2012.</p> <p>4) Submitting a contract with The Apex Paper Box Company in the amount not-to-exceed \$4,540.00 for the On-the-Job Training Program for the period 11/7/2011 - 4/30/2012</p> <p>Funding Source: Workforce Investment Act Funds</p>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-337	Information Services Center	<p>Submitting a contract with Travis Systems, Inc., sole source, in the amount of \$1,650.00 for maintenance on the One Roof Software System for the Department of Development for the period 12/15/2011 - 12/14/2012.</p> <p>Funding Source: 100% General Fund</p>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-338	Office of Procurement & Diversity	<p>Recommending an award:</p> <p>Department of Public Works</p> <p>a) on RQ21486 to Perram Electric, Inc. (5-2) in the amount of \$50,738.28 for installation of a traffic signal at the Fitch Road Fire Station in Olmsted Township.</p> <p>Funding Source: 100% 7.50 Vehicle License Tax Fund</p>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2011-339	Department of Health and Human Services	<p>Community Initiatives Division/Office of Homeless Services, submitting a contract with Domestic Violence Center in the amount not-to-exceed \$75,697.00 for the Domestic Violence Center Expanded Project for the Supportive Housing Program in connection with the FY2010 Continuum of Care for Homeless Assistance Programs and McKinney-Vento Homeless Assistance Act for the period 9/1/2011-8/31/2012.</p> <p>Funding Source: 100% U.S. Dept. of HUD</p>	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

CPB2011-340	Office of Procurement & Diversity	<p>Recommending an Award:</p> <p><u>Information Services Center</u></p> <p>a) on RQ20824 to OARNet/The Ohio State University in the amount of \$29,878.47 for computer software licenses and maintenance for the Cuyahoga Emergency Communications System for the Department of Justice Services (State Contract under University System of Ohio Virtualization Program/(ORC 127.16(D)(23))).</p> <p>Funding Source: 100% State 9-1-1 Funds</p>	<p><input checked="" type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
-------------	-----------------------------------	--	--

C. Exemption Requests

CPB2011-341	Sheriff's Office	<p>Vendor/Department Information: Total ID Solutions, Inc.</p> <p>1. Provide detailed information about why you need to acquire these goods or services. The Cuyahoga County Sheriff's Office, as well as all county sheriff's offices in the State of Ohio, is required by law to issue and track Carry Concealed Weapon License permits. This system allows us to fulfill that requirement.</p> <p>2. Has your department bought these goods/IT services in the past? Total ID Solutions, Inc. has been the contractor/supplier since the state requirement was imposed in 2004. The purchase and maintenance of this system was always sole source. Following the recommendation of the Executive Director of the Buckeye State Sheriff's Association back in 2004, all 88 counties adopted this CCWID system. The last date and price paid for the goods/services was July 2010 at a cost of \$3,889.00.</p> <p>3. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? This is the only CCWID system currently written with Ohio specifications. These specifications include two trademarked symbols on the license, one of which is a hologram to help prevent the creation of counterfeit IDs. This is the only system currently used in all 88 counties.</p> <p>4. Were alternative goods/IT services evaluated? No alternative system was found to be evaluated. Other photo ID systems would have to be customized to adhere to Ohio CCW requirements. Continuing with this system keeps Cuyahoga County in unity with the other 87 Ohio counties.</p> <p>5. What efforts were made to get the best possible price?</p>	
-------------	------------------	---	--

		<p>Discounts provided by the vendor are 18% (\$500) off the cost of the software upgrade for the primary license, a credit of \$85.00 for each unopened ribbon from the previous printers, two to three hours of free technical on-line support for installation and training valued at \$175.00 per hour.</p> <p>6. Will this purchased obligate Cuyahoga County to this vendor for future purchases, for example maintenance, licensing or continuing need? Commitments would be annual maintenance on the hardware and software and periodic upgrades until the 88 counties choose to change vendors. Maintenance is 15% of the value of the system. Last year's maintenance was \$3,889.00. Maintenance this year is \$2,216.00 due to the fact that the new printer would be under warranty.</p> <p>7. Why is the price for this purchase considered to be fair and reasonable? In terms of hardware, the printer cost was in line for that model printer with a three year hot swap warranty when compared to other vendors selling the printer on various websites. One network printer was deemed more cost-effective than the two local ID printers in the current system.</p> <p>8. Amount to be paid. \$9,861.00 – this price includes a new network printer and software upgrade.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-342	Juvenile Court	<p>Vendor/Department Information: Redwood Toxicology Laboratory, Inc.</p> <p>1. Description of goods or services. The primary goal of the program is to provide a 5-panel drug test for youth involved with the Juvenile Delinquency Drug Court Program.</p> <p>2. Estimated Dollar Value This amendment with Redwood Toxicology Laboratory Inc. is for an additional \$25,700.00.</p> <p>3. Rationale supporting the use of the Selected Procurement Method. This service provider was selected through a Competitive Bid Process #18972. This will be the second year of the contract resulting from the request for proposal process.</p> <p>4. What other available options and/or vendors were evaluated? There were nine viable bids received through this</p>	

		<p>Competitive Bidding Process. This amendment will provide for the second year of funding under Bid #18972. The original contract covered only one year of service time. Please note that the 5-panel screening required, including Creatinine levels on all specimens is NOT available at the Cuyahoga County testing facility.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The selected vendor provided the best array of services to meet parameters of the bid specifications at the best price.</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. Juvenile Court completed a competitive bid process for these services that resulted in this one-year contract early in 2011. This amendment will follow for a second year of services with this vendor. The drug testing and screening for Juvenile Delinquency Drug Court youth services provided through Bid #18972 are integral to the operation of the Juvenile Delinquency Drug Court. The availability of this array of services allows for youth to receive the best practice treatment needed based on their weekly screening results while providing for community safety in a least-restrictive environment.</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. Juvenile Court will complete another competitive bidding process during the second half of 2012 in order to contract with a vendor to provide these services beginning in February 2013.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-343	Juvenile Court	<p>1. Vendor/Department Information SFY 2012 Handel Information Technologies, Inc. amendment RiteTrack®</p> <p>2. What is the product/service that you seek to acquire? Professional and technical services to maintain a customized Rite Track® software system.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? Maintenance for the three components of the existing RiteTrack® equals of total of \$1,195.83 per month, and has not experienced an increase since the system went "live". There are no plans to replace the current systems or needs that RiteTrack® currently provides, so the maintenance costs</p>	

		<p>will continue for at least another 5-10 years.</p> <p>4. Why do you need to acquire these goods or services? Maintenance, subscription and upgrades to the current system are required to maintain end-user technical support, system support, database maintenance, changes to system parameters, and system troubleshooting problem resolution, and Rite Track® Update Subscription</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? Handel Information Technologies, Inc. is the sole source provider of professional and technical services to maintain a customized RiteTrack® software system.</p> <p>6. Were alternative goods/services evaluated? Handel Information Technologies and the Rite Track® system were chosen through a competitive bid process (RFP) completed In 2003 as part of a federally funded grant. The current vendor was selected through a cooperative effort between Juvenile Court, the Department of Justice Affairs, Cuyahoga County Board of Mental Health, the Alcohol and Drug Addiction Services Board of Cuyahoga County, Cuyahoga County Family and Children First Council, and Cuyahoga County Information Technology Department. There were three proposals received through this competitive process.</p> <p>7. Identify specific steps taken to negate need for sole source provider. As long as a computer-system based and customized solution is used to meet the needs of Juvenile Court, there will always be a need for a sole-source maintenance for the information technology solution.</p> <p>8. Has your department bought these goods/services in the past? Juvenile Court has been purchasing professional and technical services to maintain a customized RiteTrack® software system since 2005. Since the initial purchase of the customized system, two additional components have been added. Monthly maintenance has been maintained at \$1,195.83 since that last of the three components went "live" in 2007.</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future? None.</p> <p>10. What efforts were made to get the best possible price? Handel Information Technologies and the RiteTrack® system</p>	
--	--	---	--

		<p>were chosen through a competitive bid process (RFP) completed in 2003 as part of a federally funded grant. The current vendor was selected through a cooperative effort between Juvenile Court, the Department of Justice Affairs, Cuyahoga County :Board of Mental Health, the Alcohol and Drug Addiction Services Board of Cuyahoga County, Cuyahoga County Family and Children First Council, and Cuyahoga County Information Technology Department. There were three proposals received through this competitive process. Monthly maintenance has been maintained at \$1,195.83 since that last of the three components went "live" in 2007.</p> <p>11. Why Is the price for this purchase considered to be fair and reasonable? Prices were set at the time the initial customization was contracted for and have remained constant since that time.</p> <p>12. Amount to be paid: \$</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-344	Public Safety and Justice Services	<p>Vendor/Department Information: Atlantic Signal</p> <p>1. Provide detailed information about why you need to acquire these goods or services. This project provides specially trained law enforcement officers with a standardized radio communication headset system that can be used with personal protective equipment (PPE). These specialized officers require a radio headset system that will allow them to communicate clearly while wearing a CBRNE (chemical, biological, radiological, nuclear and explosive) rated protective mask and suit. Effective communication among law enforcement responders is critical for a coordinated tactical response to terrorist attacks using CBRNE devices. Responders must be able to communicate within their own team as well as with other law enforcement tactical teams.</p> <p>At this time, SWAT Teams in Cuyahoga County lack radio communication headsets that are compatible with CBRNE protective masks and suits. Local law enforcement agencies are working together to develop a regional response plan to terrorist attacks that involve CBRNE devices and effective communication is crucial to joint operations and applying regional assets towards the protection of the Greater Cleveland area.</p> <p>The two-way radio communication headsets selected for this project have the ability to be used in a CBRNE environment because they utilize bone vibrating transducers for receiving audio signals, and have a specialized electronic breathing apparatus communications adapter (comms cable kit) which allows for an effective communication interface between the</p>	

		<p>radio headset’s boom microphone and the officer’s protective mask. This method of sound transmission is preferred to other methods that use ear or throat microphones, which can muffle radio transmissions between officers. This system also minimizes external noises that can degrade communications. The system identified for purchase also includes radio adapters for all models of radios currently in use. Due to these considerations, it is recommended that Cuyahoga County procure Atlantic Signal two-way radio headsets with the unique protective mask comms cable kit as detailed in the project’s detailed budget worksheet.</p> <p>2. Has your department bought these goods/IT services in the past? Req. #JA-11-20244 was awarded on 6/27/11 for 244 of these headsets with additional connector equipment. Atlantic Signal, LLC was the vendor and a sole source status was provided. Total amount of purchase was \$218,879.00.</p> <p>3. Why were the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? The two-way radio communication headsets selected for this project have the ability to be used in a CBRNE environment because they utilize two bone vibrating transducers for receiving audio signals, and have a unique specialized electronic breathing apparatus communications adapter (comms cable kit) which allows for an effective communication interface between the radio headset’s boom microphone and the officer’s Avon protective mask. This method of sound transmission is preferred other methods that use ear or throat microphones, which can muffle radio transmissions between officers. This system also minimizes external noises that can degrade communications. The system identified for purchase also minimizes external noises that can degrade communications. The system identified for purchase also includes radio adapters for all models of radios currently in use. Atlantic Signal headsets are also custom built so the boom microphone can be manufactured on the left or right side for the wearer, which allows for proper check weld when using a long gun.</p> <p>In addition, Atlantic Signal is the only tactical communications company that manufactures fully customizable equipment. If needed, each individual operation has the option to tailor his headset build specifically the way he wants it. Atlantic Signal also warrants their products against manufacture defects for one year. Beyond that, they provide radio interface modifications in the event that the department gets new</p>	
--	--	---	--

		<p>radios. Atlantic Signal also has a repair department available for any user-associated equipment failures.</p> <p>4. Were alternative goods/IT services evaluated? Other radio headsets such as the TEA Headset Dual Ear Boom and Invisio X5 were researched to determine if they can provide the same level of two-way communication in PPE as the Atlantic Signal Radio Headset MH180H with Electronic Comms Cable Kit. Both units researched did not have the ability to provide intelligible communications when the officer was wearing a protective mask or SCBA unit. The Atlantic Signal headset was the only headset found to have an electronic breathing apparatus kit designed for protective mask use. This unique comms cable kit disables the headsets boom microphone, thus eliminating any external noise to interfere with communication while in a protective mask. No other headset system to my knowledge has this unique and critical feature which allows clear two-way radio communication while the wearer is in protective mask and suit.</p> <p>Atlantic Signal headsets are also custom built so the boom microphone can be manufactured on the left or right side for the wearer, which allows for proper check weld when using a long gun.</p> <p>Since Atlantic Signal is the only company currently providing fully customizable communications equipment, there is no other company that can be compared. Product to Product comparisons are not possible with Atlantic Signal against any other vendor.</p> <p>5. What efforts were made to get the best possible price? Atlantic Signal is providing Cuyahoga County with custom builds, radio interface exchanges, and warranties for one year. The headset package has been evaluated and determined to be the best solution for meeting the objectives of this project. This manufacturer’s distribution network is not authorized to offer the custom build radio headset package described above. The project cost of \$22,364.00 includes a manufacturer discount of \$2,962 off the list price of \$25,326 for twenty-seven complete units.</p> <p>6. Will this purchase obligate Cuyahoga County to this vendor for future purchases, for example maintenance, licensing or continuing need? This procurement item does not obligate Cuyahoga County to his vendor for future purchases, but the vendor is obligated to honor the warranty and does provide product service after warranty expires. There is not licensing fees or ancillary costs</p>	
--	--	--	--

		<p>associated with this project.</p> <p>7. Why is the price for this purchase considered to be fair and reasonable? The project cost of \$22,364 includes a manufacturer discount of \$2,962 off the list price of \$25,326 for twenty-seven complete units. This price is lower than the Invisio x5 unit, which does not provide the comms cable kit. This is deemed to be fair and reasonable pricing compared to the other two headsets evaluated, which did not meet project needs.</p> <p>Atlantic Signal is also providing warranties for one year.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-345	Medical Examiner's Office	<p>Vendor/Department Information: VertiQ Software LLC</p> <p>1. Provide detailed information about why you need to acquire these goods or services. We first purchased the CME (Coroners and Medical Examiners Case Management Software) system from VertiQ in 2006. CME is a complete case and workflow management system for Coroners and Medical Examiners. CME is probably the most widely used system for Coroners and Medical Examiners in the USA today. The system records, tracks, and reports demographic data of deceased persons and others associated with a case; creates autopsy, investigative and toxicology reports; handles body intake and release, evidence and property tracking, storage, release and destruction. The majority of the Medical Examiner's Office uses CME to create cases, track case status throughout the many departments, and optimize workflow between departments. Over time we have integrated more of our processes into CME such that it is the primary software used for all stages of a Medical Examiner case.</p> <p>2. Has your department bought these goods/IT services in the past? Yes, CME was purchased in 2006 and there has been a yearly contract with VertiQ Software LLC since the initial purchase.</p> <p>3. Why are the requested goods/services the only ones that can satisfy your requirements? The system is a proprietary creation of VertiQ Software LLC, therefore all licensing and maintenance is handled by VertiQ.</p> <p>4. Were alternative goods/ IT services evaluated? No alternative was evaluated. The system is a proprietary creation of VertiQ Software LLC, therefore all licensing and maintenance is handled by VertiQ.</p> <p>5. What efforts were made to get the best possible price? The annual fee has remained the same at \$9,000.00</p>	

		<p>6. Will this purchase obligate Cuyahoga County to this vendor for future purchases, for example maintenance, licensing or continuing need? The system is a proprietary creation of VertiQ Software LLC, therefore all licensing and maintenance is handled by VcrtiQ. The original purchase of the Software was in 2006. There has been a yearly contract with VcrtiQ since the initial purchase.</p> <p>7. Why is the price for this purchase considered to be fair and reasonable? The pricing is for the software, licensing, and maintenance. Therefore hardware support and maintenance can be handled independently of the CME software. Support has been very reliable and convenient. CME software pricing is based on the number of workstations concurrently accessing CME at any time, instead of the per-computer license required by many other software solutions.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
<p>CPB2011-346</p>	<p>Department of Health and Human Services</p>	<p>University Hospitals-Poison Center</p> <p>1. Description of Supplies or Services. The Northern Ohio Poison Center's (NOPC) Poison Information Specialists provide immediate management of accidental or intentional exposures to drugs, chemicals, insecticides, plants, bites or stings, whether of a household, industrial, or environmental nature. These registered nurses have extensive training in toxicology, with direct oversight by two board-certified toxicologists in Northern Ohio. The NOPC is certified by the American Association of Poison Control Centers, and contributes to the National Poison Data System (NPDS), the largest toxicology database in the world.</p> <p>2. Estimated Dollar Value \$128,700</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method NOPC is the only poison center in this region serving 24 counties.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. The Northern Ohio Poison Center (NOPC), based at UH Rainbow Babies & Children's Hospital, serves the poison information needs of 24 counties in Northern Ohio. Available 24/7 by a national toll-free number, NOPC handled more than 62,000 calls from the citizens within its call area in 2010. The service is free to all members of the public, and serves as a unique and valuable resource to healthcare facilities and first responders.</p>	

		<p>5. What ultimately lead you to this product or service? Why was the recommended vendor selected? Cuyahoga County has supported the Poison Center for over a decade. Although the center serves 24 counties, Cuyahoga County represents one-third of all the calls. NOPC is the only poison center in this region. NOPC also provides health professional training in the form of a one-month "Pediatric Clinical Pharmacology & Toxicology" rotation for Pediatrics and Emergency Medicine (EM) residents from MetroHealth Medical Center.</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. NOPC is the only poison center in this region serving 24 counties.</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. NOPC is the only poison center in this region serving 24 counties.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-347	Sheriff's Department	<p>Vendor/Department Information: Caliper Corporation</p> <p>1. Provide detailed information about why you need to acquire these goods or services. This software is an integrated part of the Common Pleas and Clerk of Courts case management system. It was a collaborative effort with the Prosecutor's Office, the Clerk's Office and the Sheriff's Office to process subpoenas. This software calculates mileage fees for the Sheriff's Civil Division.</p> <p>2. Has your department bought these goods/IT services in the past? The maintenance for the TransCAD software was purchased from Caliper Corporation as sole source. The last purchase date was March 2010 at a cost of \$990 which covered two licenses.</p> <p>3. Why are the requested goods/services the only ones that can satisfy your requirements? N/A – This is a proprietary maintenance agreement.</p> <p>4. Were alternative goods/IT services evaluated? N/A – This is a proprietary maintenance agreement.</p> <p>5. What efforts were made to get the best possible price?</p>	

		<p>No discount pricing was offered because the vendor stated that until this year, they had not raised prices in 22 years.</p> <p>6. Will this purchase obligate Cuyahoga County to this vendor for future purchases, for example maintenance, licensing or continuing need? N/A – This is a proprietary maintenance agreement.</p> <p>7. Why is the price for this purchase considered to be fair and reasonable? N/A – This is a proprietary maintenance agreement.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p>
CPB2011-348	Department of Health and Human Services	<p>Vendor/Department Information: Department of Children and Family Services/Pivotal Corporation</p> <p>1. Provide detailed information about why you need to acquire these goods or services. Respond Center Point is a software system that Customer Service department utilizes to document contact with citizens via phone (Careline), email, walk in or letter. They are able to document the name of the caller (if known), note specific details about the call and keep a running log of all interaction with agency staff or other individuals affiliated with the case that they have talked to. Notes are time and date stamped and can be viewed only by individuals who have rights to the system: Some types of calls documented are: Information requests, EFS inquiries, administrative appeals, formal and informal complaints, media alerts and office projects.</p> <p>2. Has your department bought these goods/IT services in the past? Last contract for maintenance of Respond Center Point was sole source. Contract period 7/1/10-6/30/11 – Price \$3,464.30.</p> <p>3. Why are the requested goods/services the only ones that can satisfy your requirements? The Respond Center Point software is owned by Cuyahoga County. It would be considerably higher price to replace the software. We need only maintenance support.</p> <p>4. Were alternate goods/IT services evaluated? N/A</p> <p>5. What efforts were made to get the best possible price? Requested the vendor for the best possible price.</p> <p>6. Will this purchase obligate Cuyahoga County to this vendor for future purchases, for example maintenance, licensing or continuing need? Annual maintenance support contract renewal would be</p>	

		<p>needed.</p> <p>7. Why is the price for this purchase considered to be fair and reasonable? Cuyahoga County owns the software. No other vendor could provide the support for this product. 5% annual increase in price seems reasonable for the service the vendor provides – technical support, upgrades, bug fixes, access to customer portal, etc.</p> <p>8. Amount to be paid: \$3,637.52</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-349	Department of Health and Human Services	<p>Vendor/Department Information: Office of Early Childhood/Starting Point</p> <p>1. Description of supplies or services. Management and administration of the Universal Pre-Kindergarten (UPK) Management Information System (MIS) and the UPK Safety Net Scholarship Program. Implementation of the UPK family engagement, resource coordination, and program enhancement components.</p> <p>2. Estimated Dollar Value. \$521,376 is being added to an existing contract. This brings the three year total to \$1,731,781.00 for this amended contract.</p> <p>3. Rationale supporting the use of the selected procurement method. Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga and Ashtabula counties. Starting Point was selected through and RFP process conducted by ODJFS. As the child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needed care for their children, child care providers in need of technical assistance and training and employers seeking quality child care for their employees.</p> <p>4. What other available options and/or vendors were evaluated? Starting Point is the agency designated by ODJFS to serve the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.</p> <p>5. What ultimately led you to this product or service? The services provided by Starting Point as Cuyahoga County’s child care resource and referral agency are complementary to</p>	

		<p>the services provided by Starting Point to the UPK sites under their state contract and allow for better coordination with statewide initiatives that are prerequisites for sites to participate in UPK such as Step Up to Quality. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated system.</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. Delays in implementation of these components of the program would result in a delay of services for children in UPK. In addition, this would cause a delay in the administration of the child assessments that are used to guide instruction and as outcome measures for UPK. There would be a delay in the technical assistance support that allows programs to maintain quality services and eligibility for continuation in UPK.</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. Use of the agency designed by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
--	--	--	--

D. Consent Agenda

i. Scheduled Consent Items

Item	Requestor	Description	Board Action
CPB2011-350	Department of Public Works	<p>Recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$250.00 to D. Hannigan for vehicle damage.</p> <p>Funding Source: 100% Self Insurance Fund</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-351	Department of Public Works	<p>Recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$371.75 to C. Hernandez for vehicle damage.</p> <p>Funding Source: 100% Self Insurance Fund</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-352	Department of Public Works	<p>Recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$1,000.00 to J. & N. Welsh for property damage.</p> <p>Funding Source: 100% Self Insurance Fund</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

CPB2011-353	Department of Public Works	<p>Recommending a payment in the amount of \$380.05 to the Estate of O. H. Page, Sr. for relocation services in connection with the replacement of Bellaire Road Bridge No. 24 over Big Creek in the City of Cleveland and Village of Linndale.</p> <p>Funding Source: 100% Road and Bridge Fund</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-354	Department of Public Works	<p>Requesting authority to seek qualifications from various providers on RQ21440 for veterinary services for the period 1/2/2012 - 12/30/2014; requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.</p> <p>Funding Source: 100% Dog and Kennel Fund</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-355	Department of Public Works	<p>Requesting authority to seek qualifications on RQ22102 for architectural engineering services and construction administration for the Cuyahoga County Crime Laboratory; requesting authority for the Director of the Office of Procurement & Diversity to advertise for qualifications.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-356	Department of Public Works	<p>Submitting an amendment to a revenue generating agreement with U.S. Marshals Service, Northern District of Ohio for a Fuel Purchase/Vehicle Maintenance Program for the period 1/1/2008 - 12/31/2011 to exercise the option to extend the time period to 12/31/2013.</p> <p>Funding Source:</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-357	Department of Development	<p>Submitting an amendment to Contract No. CE1000467-01 with City of Brook Park for a Master Plan for the Community Development Block Grant Program for the period 5/1/2010 - 10/31/2011 to extend the time period to 12/31/2011; no additional funds required.</p> <p>Funding Source: 100% Federal Community Development Funds</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-358	Juvenile Court	<p>Submitting an amendment to a grant agreement and funding application to State of Ohio, Department of Youth Services for community-based services for youth for the period 7/1/2011 - 6/30/2013 for additional funds in the amount of \$1,444,847.22.</p> <p>Funding Source: Grant Agreement</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-359	Department of Health and Human Services	<p>Submitting a grant award in the amount of \$207,498.00 from U.S. Department of Health and Human Services/Health Resources and Services Administration for the Ryan White Part A HIV Emergency Relief Project Grant Program for the period 3/1/2011 - 2/29/2012.</p> <p>Funding Source: HRSA</p>	<p><input type="checkbox"/> <input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

CPB2011-360	Department of Health and Human Services	<p>Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1000685-01, 02, 03 with Cuyahoga County District Board of Health for the Newborn Home Visiting Program for the period 10/1/2010 - 12/31/2011 to extend the time period to 3/31/2012, to change the scope of services, effective 10/1/2011; no additional funds required.</p> <p>Funding Source: 80.5% HHS Levy , 19.5% Mt. Sinai Health Care Grant</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-361	Juvenile Court	<p>Requesting authority to negotiate with various providers for Sex Offender Assessment and Treatment Services Utilizing Polygraphs for the period 6/1/2011 - 5/31/2012. (Resolution No. EA2011-0610 - authority to seek proposals).</p> <p>a) The Mokita Center Inc. b) The Village Network</p> <p>Funding Source: 100% IVE Funds</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-362	Department of Health and Human Services	<p>Division of Senior & Adult Services, requesting authority to seek proposals from various providers on RQ21578 for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014; requesting authority for the Director of the Office of Procurement & Diversity to advertise for proposals.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-363	Common Pleas Court/ Corrections Planning Board	<p>Common Pleas Court/Corrections Planning Board, submitting a grant agreement with Ohio Department of Rehabilitation and Correction in the amount of \$149,469.00 for the FY2012 Community Corrections Act Probation Improvement and Incentive Funding Technology and Training Grant program for the period 1/1/2012 - 12/31/2012.</p> <p>Funding Source: 100% by the Ohio Department of Rehabilitation and Correction Bureau of Community Sanctions.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2011-364	Department of Development	<p>Department of Development, requesting approval of payments to various contractors under the Housing Rehabilitation Loan Program and Home Weatherization Assistance Program, as set forth in the lists appearing below.</p> <p>The primary goals of these programs are preserving the County's housing stock by making repairs to the homes of low income residents, and assisting low income homeowners in maintaining their homes.</p> <p>Funding Source: 100% Federal (Department of Housing and Urban Development and Department of Energy)</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

CPB2011-365	Office of Procurement and Diversity	Presenting BuySpeed purchases for the week of December 12, 2011-December 16, 2011.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
-------------	-------------------------------------	--	---

VI. Other Business

VII. Public Comment

VIII. Adjournment

The Meeting was adjourned at 12:30 P.M.