

MINUTES
Cuyahoga County Board of Control
Cuyahoga County Administration Building
4th Floor-Multipurpose Room
Monday, December 19, 2011-11:00 p.m.

1. Call to Order

Meeting was called to order at 11:06 a.m.

2. Review and Approve Minutes

A motion was made by Ed FitzGerald, seconded by Pernel Jones, Jr. to approve minutes as written.

3. Public Comment

There was no public comment.

4. Tabled Items for Review

There were no tabled items for review

5. New Items for Review

BC2011-151 Department of Public Works Submitting an amendment to Contract No. CE0600525-01 with The Savron Group, LLC, for lease of office space located at 12100 Snow Road, Parma, for use by ~~Clerk of Courts~~ Fiscal Office Auto Title Bureau, Satellite Office No. 4 for the period 9/1/2006 - 10/31/2011 to exercise an option extend the time period to 10/31/2016, to change the terms, effective 11/1/2011 and for additional funds in the amount of \$273,193.80.

Funding Source: 100% Certificate of Title Administration Fund O.R.C. 325.33

Item was Held

BC2011-152 Department of Development Recommending awards to various providers on RQ21363 for mortgage foreclosure prevention counseling and legal services for homeowners for the period 1/1/2012 - 12/31/2012 (Contracts and Purchasing Board Approval No.2011-88 - authority to seek proposals):

- a) Cleveland Housing Network, Inc. in the amount not-to-exceed \$60,000.00.
- b) Community Housing Solutions in the amount not-to-exceed \$53,000.00.
- c) East Side Organizing Project, Inc. in the amount not-to-exceed \$53,000.00.
- d) Home Repair Resource Center in the amount not-to-exceed \$24,000.00.
- e) Neighborhood Housing Services of Greater Cleveland Inc. in the amount not-to-exceed \$60,000.00.

Funding Source: 100% Community Development Block Grant Funds

Motion to Approve by Ed FitzGerald, Seconded by Dale Miller. Item Approved

BC2011-153 Department of Health and Human Services Division of Children & Family Services, submitting amendments to contracts with various providers for the Family to Family Neighborhood System of Care for the period 1/1/2010 - 12/31/2011 to extend the time period to 3/31/2012 and for additional funds, each in the amount of \$80,116.00:

- 1) Contract No. CE1000005-02 with The Murtis H. Taylor Human Services System (East Cleveland).
- 2) Contract No. CE1000014-01 with The Murtis H. Taylor Human Services System (Mt. Pleasant).
- 3) Contract No. CE1000006-01 with Parma City School District.
- 4) Contract No. CE1000008-01 with University Settlement, Incorporated.
- 5) Contract No. CE1000009-01 with West Side Community House.
- 6) Contract No. CE1000016-01 with Word of Righteousness Family Life Center, Inc.
- 7) Contract No. CE1000010-01 with YMCA of Greater Cleveland.
- 8) Contract No. CE1000002-01 with Catholic Charities Community Services Corporation dba St. Martin de Porres Family Center in the amount of \$80,116.00.
- 9) Contract No. CE1000011-01 with Center for Families and Children in the amount of \$80,116.00.
- 10) Contract No. CE1000012-01 with City of Lakewood in the amount of \$80,116.00.
- 11) Contract No. CE1000013-01 with Cleveland Urban Minority Alcoholism & Drug Abuse Outreach Project in the amount of \$80,116.00.
- 12) Contract No. CE1000003-01 with Cuyahoga Metropolitan Housing Authority in the amount of \$39,256.85.
- 13) Contract No. CE1000007-01 with The East End Neighborhood House Association in the amount of \$80,116.00.
- 14) Contract No. CE1000004-01 with Friendly Inn Settlement Inc. in the amount of \$40,859.15.
- 15) Contract No. CE1000015-01 with The Harvard Community Services Center in the amount of \$80,116.00.

Funding Source: 100% Health and Human Services Levy

Motion to Approve made by Ed FitzGerald . Seconded by Dale Miller. Item Approved.

BC2011-154 County Executive Submitting a contract with **Public Policy Advocates, LLC.**, in the amount not-to-exceed \$127,500.00 for state legislative liaison services for the period 9/1/2011 - 12/31/2012.

Funding Source: 100% General Fund

Motion to Approve made by Michael Gallagher. Seconded by Dale Miller. Ed FitzGerald and Pernel Jones, Jr., Abstained. Item Approved.

BC2011-155 Department of Health and Human Services 1. Requesting RFP exemptions for Lutheran Metropolitan Ministry (LMM) and MHS, Inc. manage the two publicly funded emergency shelters in the community.

A. Description of Supplies or Services.

- a) LMM operates 2100 Lakeside Ave., the emergency shelter for homeless men. Over 400 men are provided shelter, food, and access to personal hygiene every night.
- b) MHS, Inc. operates the 140 bed publicly funded emergency shelter for homeless women, located at 2227 Payne Avenue. Women are provided safe shelter, 24/7; meals and personal hygiene; families are linked with appropriate family shelter space in the community.

B. Estimated Dollar Value, Amendments:

- Lutheran Metropolitan Ministry - Increase \$409,423.00 and extending the term by 3 months
- MHS, Inc. – Increase \$468,455.00 and extending the term by 5 months.

B. Rationale Supporting the Use of the Selected Procurement Method

An RFP process was initiated in the beginning of December. The process will not be completed before the end of the current contract period. LMM and MHS, Inc. will not be able to sustain their contract responsibilities without continued funding and operating authority.

D. What other available options and/or vendors were evaluated? If none, include the reasons why.

A competitive RFP process was completed in FY 2004 for shelter operations. The current vendors were chosen at that time. At this time we are requesting to amend the current contracts to extend the time and add sufficient funds to allow for time to complete the 2012 RFP process.

E. What ultimately lead you to this product or service? Why was the recommended vendor selected?

Current vendors were selected through an RFP process in FY 2004. It is imperative that shelter services continue without interruption. The plan to extend the current contracts by amending them is the only way to assure that this critical community services is maintained, and that the providers are authorized to provide the services and be compensated for these services.

F. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.

Without the contract amendments for funds and time, the providers will not be authorized to continue providing the basic emergency shelter services for over 500 single adults/ night. The agencies will have to lay off staff and close the shelters.

G. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.

The County is in the process of conducting an RFP process which will identify provider(s) to continue emergency shelter services for single homeless adults. The term of the RFP is 3 years. The RFP will not be required to be re-issued until FY 2014. At that time, we will begin the RFP process in June, in order to complete the award prior to the start of the new contract period.

2. Submitting the following agreements:

A. Office of Homeless Services requesting approval of a contract amendment with MHS, Inc. in the amount of \$468,455.00, and extending the Contract term through May 31, 2012.

B. Office of Homeless Services requesting approval of a contract amendment with Lutheran Metropolitan Ministry in the amount of \$409,422.00, and extending the Contract term through March 31, 2012.

Funding Source:100% Health and Human Services Levy

Motion to approve made by Ed FitzGerald, Seconded by Pernel Jones, Jr., Item Approved

6. Other Business

A.) Exemption from requirements of the Cuyahoga County Cod of Ethic, Section 37 (A,B)

BC2011-156 Office of the Inspector General **Department(s) impacted:** All Departments
Description of exemption request: Professional Associations that provide memberships or certifications to County departments, officials and employees (e.g., County Commissioners Association of Ohio, accrediting bodies for Medical Examiner).

Reasoning: Membership/certification in the above-described types of organizations is generally sought out by County departments/employees to benefit the County in some manner. The Agency of the Inspector General is of the opinion that the risk of ethics violations on the part of these organizations is minimal at worst.

Motion to approve made by Ed FitzGerald, Seconded by Bonnie Teeuwen. Item Approved.

BC2011-157 Office of the Inspector General **Department(s) impacted:** All Departments

Description of exemption request: All vendors providing goods and services relating to and associated with training seminars/conferences. This exemption includes the following types of vendors:

- 1) Training seminar/conference providers and sponsors;
- 2) Hotels;
- 3) Restaurants; and
- 4) Transportation services.

This exemption does not include travel-related contracts that are secured through competitive bidding process **Reasoning:** These goods/services are procured in accordance with the County

Travel Policy. Requiring these vendors to undergo ethics training and registration would be impracticable.

Motion to approve made by Ed FitzGerald, Seconded by Lenora Lockett. Item Approved.

7. Public Comment

There was no public comment

8. Adjournment

Motion to Adjourn made by Ed FitzGerald, Seconded by Dale Miller. Meeting was adjourned at 11:38 a.m.

HAPPY HOLIDAYS!!