

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 January 3, 2011 11:00 AM

1. Call to Order
2. Review and Approve Minutes
3. Public Comment
4. Tabled Items Returned for Review
5. New Items for Review

Item	Requestor	Description	Board Action
BC2012-1	Office of Procurement and Diversity	<p>Recommending an award:</p> <p>Department of Public Works</p> <p>a) on RQ21254 to Joshen Paper & Packaging Co. (5-2) in the amount not-to-exceed \$450,000.00 for furnishing and delivery of 20# white reprographic paper for various County departments for the period 3/1/2012 - 2/28/2013.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2012-2	Department of Health and Human Services	<p>Division of Office of Early Childhood, submitting amendments to contracts with various providers for Universal Pre-Kindergarten Program services for the Invest in Children Program for the period 8/1/2009 - 7/31/2011 to extend the time period to 7/31/2012, to make budget line item revisions and for additional funds:</p> <p>a) Contract No. CE0900676-01, 03 with Berea Children's Home & Family Services - Family Life Center of Berea in the amount of \$276,021.12.</p> <p>b) Contract No. CE0900677-01, 02 with Berea Children's Home & Family Services - Family Life Child Care Center of Brook Park in the amount of \$125,713.87.</p> <p>c) Contract No. CE0900678-01 with Berea Children's Home & Family Services - Family Life Child Care Center of Maple Heights in the amount of \$73,311.45.</p> <p>d) Contract No. CE0900679-01 with Berea Children's Home & Family Services - Family Life Child Care Center of Middleburg Heights in the amount of \$61,604.17.</p> <p>e) Contract No. CE0900680-01 with Berea Children's Home & Family Services - Family Life Center of Lakewood in the amount of \$100,492.44.</p> <p>Funding Source: 80.18% HHS Levy funds and 19.82% private grant funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

BC2012-3	Department of Health and Human Services	Division of Employment and Family Services/Cuyahoga Support Enforcement Agency, submitting an agreement with The MetroHealth System in the amount not-to-exceed \$185,013.37 for Healthy Start and Child Care Assistance Hotline services for the period 1/1/2012 - 12/31/2012. Funding Source: 100% Federal TANF funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
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5. Other Business

A) Exemption from Aggregation of Contracts per Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Sections 3.5.a

BC2012-4	Department of Workforce Development	<p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change)</p> <p>The Department of Workforce Development is requesting exemption from the Cuyahoga County Board of Control, Contracting and Purchasing Ordinance pertaining to the competitive bidding requirements. The exemption requested pertains to contracts with area employers for the provision of Customized Training contracts with area employers. The purpose of customized training is to support training projects that will benefit local business and industry by:</p> <ul style="list-style-type: none"> 1) Assisting the skill development of EXISTING employees (Incumbent Workers), thereby increasing employee productivity and growth/retention of the company and its workforce; or 2) Providing a NEW employee with the skills needed to successfully perform their work. <p>Under Customized Training an Employer is reimbursed up to 50% of the total costs of training their workforce. Funds are made available to businesses that leads to one or more of the following:</p> <ul style="list-style-type: none"> 1) Improve the occupational skills of the employers' workforce; 2) Assist employers in averting layoffs; 3) Help employees continue their skill building and maximizing their potential; 4) Raise the skill level of workers that leads to promotion; 4) Provide career progression that opens entry-level positions to others; 5) Increase retention in employment; 6) Increase individuals wages. <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown</p> <p>Approximately \$250,000 - \$500,000 annually funded by Federal Workforce Investment Act dollars.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method</p> <p>Workforce Development does use an open procurement process in contracting with area employers. To qualify for Customized Training, an employer submits an application to the Department outlining the training, the benefits to</p>	
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		<p>the employer and employee, and the project budget. A team of Department staff review and approve the application. An employer can submit an application any time during the year as their needs for training materialize.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. Not applicable. This is a program specifically authorized by the federal Workforce Investment Act.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The application from the employer was received and reviewed by Department personnel.</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. Not applicable. This is a program specifically authorized by the federal Workforce Investment Act.</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. Not applicable. This is a program specifically authorized by the federal Workforce Investment Act.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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- 7. Public Comment
- 8. Adjournment

Minutes

MINUTES
Cuyahoga County Board of Control
County Administration Building, 4th Floor
December 27, 2011 11:00 AM

6. Call to Order

Meeting was called to order at 11:08 a.m. Rich Opre was in to represent Lenora Lockett. Matt Carroll was in to represent Ed FitzGerald.

2. Review and Approve Minutes

A motion was made by Dale Miller, seconded by Bonnie Teeuwen to approve minutes as written.

3. Public Comment

There was no public comment.

4. Tabled Items Returned for Review

BC2011-126 Department of Public Safety and Justice Services, submitting contract with Norfolk Southern Railway Company in the amount not-to-exceed \$101,250.00 for reimbursement of eligible expenses in connection with the FY2009 Port Security Grant Program for the period 6/1/2009 - 5/31/2012. Funding Source: 100% FY2009 Port Security Grant. Motion to approve by Bonnie Teeuwen. Seconded by Pernel Jones. Item approved.

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 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. Motion to approve by Dale Miller. Seconded by Mike Gallagher. Item approved.

5 New Items for Review

BC2011-158 Department of Public Works, recommending an award:

a) on RQ21688 to Liqui-Force Services (USA) Inc. (17-5) in the amount of \$360,460.00 for rehabilitation and reconstruction of the lateral sewer lines on Jefferson Drive in Highland Heights. Funding Source: 100% Water Pollution Control Fund. Motion to approve by Dale Miller. Seconded by Pernel Jones. Item approved.

BC2011-159 Department of Development submitting an agreement with City of Parma in the amount not-to-exceed \$139,790.00 for the Down Payment Assistance Loan Program for the period 1/1/2012 - 12/31/2013. Funding Source: 100% City of Parma allocation of HOME funds from the Cuyahoga County Consortium. Motion to approve by Pernel Jones. Seconded by Mike Gallagher. Item approved.

BC2011-160 Department of Workforce Development, submitting a contract with Linking Employment, Abilities & Potential in the amount not-to-exceed \$463,664.32 for training and employment-related services to individuals with disabilities for the period 10/1/2011 - 9/30/2012. Funding Source: 100% State of Ohio Rehabilitation Services Commission. Motion to approve by Dale Miller. Seconded by Pernel Jones. Item approved.

BC2011-161 Office of Procurement & Diversity, recommending an award: Department of Public Works, a) on RQ21466 to Joshen Paper & Packaging Co. (14-2) in the amount not to-exceed \$300,000.00 for paper and plastic supplies for various County buildings for the period 2/1/2012 - 1/31/2014. Funding

Source: 100% General Fund. Motion to approve by Dale Miller. Seconded by Bonnie Teeuwen. Item approved.

BC2011-162 Juvenile Court, submitting an amendment to Contract No. CE1000723-02 with Applewood Centers, Inc. for the Multi-Systemic Therapy and Multi-Systemic Therapy - Problem Sexual Behavior Programs for the period 7/1/2011-2010 - 6/30/2011 to extend the time period to 6/30/2012 and for additional funds in the amount \$448,308.00. Funding Source: 100% RECLAIM Funds. Motion to approve by Dale Miller. Seconded by Pernel Jones. Item approved.

BC2011-163 Juvenile Court, submitting contracts with various providers for Sex Offender Assessment and Treatment Services Utilizing Polygraphs for the period 10/1/2011 - 12/31/2012 -(Contracts and Purchasing Board Approval No. CPB2011-361 - authority to negotiate:)

1) The Mokita Center, Inc. in the amount not-to-exceed \$70,000.00.

2) The Village Network in the amount not-to-exceed \$50,000.00.

Funding Source: 100% Title IV-E Administration Funds. Motion to approve by Dale Miller. Seconded by Bonnie Teeuwen. Item approved.

BC2011-164 Department of Public Safety and Justice Services , submitting an agreement with City of Parma in the amount not-to-exceed \$183,616.00 for reimbursement of homeland security related equipment and eligible expenses in connection with the FY2008 Urban Area Security Initiative for the period 11/22/2011 - 2/15/2012. Funding Source: 100% Department of Homeland Security through OEMA. Motion to approve by Rich Opre. Seconded by Dale Miller. Item approved.

BC2011-165 Office of Health and Human Services, submitting amendments to contracts for medical and social support services for the HIV Emergency Relief Grant Program in connection with the Ryan White HIV/Treatment Extension Act of 2009 for the period 3/1/2011 - 2/29/2012:

1) Contract No. CE1100228-01 with The AIDS Taskforce of Greater Cleveland, Inc. in the amount of \$28,000.00.

2) Contract No. CE1100239-01 with Cleveland Clinic Foundation for a decrease in the amount of (\$47,597.00). AIDS

3) Contract No. CE1100361-01 with The Free Medical Clinic of Greater Cleveland in the amount of \$45,000.00.

4) Contract No. CE1100519-01 with Recovery Resources in the amount of \$1,730.00.

5) Contract No. CE1100584-01 with University Hospitals of Cleveland in the amount of \$67,000.00.

Funding Source: 100% Federal HRSA Funds. Motion to approve by Dale Miller. Seconded by Mike Gallagher. Item approved.

BC2011-166 Department of Health & Human Services/Office of Homeless Services, submitting a contract with Salvation Army of Greater Cleveland in the amount not-to-exceed \$265,549.00 PASS Supportive Housing Program for the period 8/1/2011 - 7/31/2012 in connection with the FY2010 Continuum of Care Homeless Assistance Grant Programs and the McKinney-Vento Homeless Assistance

Act. Funding Source: 100% Health and Human Services Levy Federal HUD McKinney-Vento Homeless Assistance Act Funds. Motion to approve by Pernel Jones. Seconded by Dale Miller. Item approved.

BC2011-167 Office of Health and Human Services, Department of Children & Family Services, submitting contracts with various providers for the Partners for Forever Families Initiative for the Adoption Opportunities Program for the period 9/30/2011 - 9/29/2012:

- 1) Adoption Network Cleveland in the amount not-to-exceed \$110,000.00.
- 2) Beech Brook in the amount not-to-exceed \$79,022.00.
- 3) Case Western Reserve University in the amount not-to-exceed \$147,031.00.

Funding Source: 100% Federal Funding. Motion to approve by Dale Miller. Seconded by Pernel Jones. Item approved.

BC2011-168 Office of Health and Human Services, Department of Children and Family Services, submitting contracts with various providers for placement services for the period 10/1/2011 - 6/30/2012:

- 1) Carrington Youth Academy LLC in the amount not-to-exceed \$153,000.00.
- 2) Fox Run: The Center for Children and Adolescents in the amount not-to-exceed \$153,000.00.
- 3) Keystone Richland Center, LLC dba Foundations for Living in the amount of \$51,300.00.

Funding Source: 100% Health and Human Services Levy. Motion to approve by Pernel Jones. Seconded by Dale Miller. Item approved.

BC2011-169 Sheriff's Office/Public Safety and Justice Services:

- 1) Requesting Exemption from RFP/RFQ requirements to enter into contract with Consilium Staffing LLC for medical-related services for the Jail.
 - a. Description of Supplies or Services : This vendor will be providing temporary professional practitioner services for the Cuyahoga County Jail.
 - b. Estimated Dollar Value and Funding Source(s): The estimated dollar amount is not to exceed \$250,000
 - c. Rationale Supporting the use of the Selected Procurement Method: Giving the urgent need for services, this vendor is the only vendor who is able to support the services requested within the short time frame needed.
 - d. What other available options and/or vendors were evaluated: Other vendors were evaluated but none were available to provide the services within the needed time frame.
 - e. What ultimately led you to this product or service: Consilium was recommended because they can provide the appropriate staffing within the necessary time frame.
 - 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: If this is not fulfilled, medical services offered at the Cuyahoga County jail will be limited. It is crucial to our prisoners to have the proper medical care available at all times.
 - g. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services: We are looking at this year as a year of assessment. After year one, we will evaluate our needs and determine if another option is available.

2) Approving a contract with Consilium Staffing LLC for medical-related services for the jail in the amount not to exceed \$250,000.00 for the period January 1, 2012, through and including December 31, 2012.

Funding Source: 100% General Fund. Motion to approve by Mike Gallagher. Seconded by Bonnie Teeuwen. Item approved.

6. Other Business.

A) Exemption from Aggregation of Contracts per Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Sections 3.5.a

BC2011-170 Department of Development

1. Description of Supplies or Services

Designation of one or more cities or villages to be identified as proposed subgrantees of Cuyahoga County, for lead paint remediation services, under a competitive grant proposal the Cuyahoga County Board of Health must submit to the United States Department of Housing and Urban Development (HUD) on or before January 18, 2012. Note that lead remediation services will still be available in cities and villages not selected for subgrants, but these services will be provided directly by Cuyahoga County.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown.

The exact amount to be proposed for subgranting to each city or village will be determined in consultation with the Cuyahoga County Board of Health based on demonstrated capacity of the city or village to administer lead paint remediation services and on need for such services in the city or village. Specific amounts will be listed in the proposed budget submitted for Contracts Board review on January 9, 2012, and subsequent County Executive approval.

3. Rationale Supporting the Use of the Selected Procurement Method .

On December 9, 2011, letters were mailed to the mayors of 16 inner-ring suburban cities and villages, notifying them of the funding opportunity. Cities and villages wishing to be considered for direct subgrants must notify Development via email by December 16, 2011. Further information on the capacity of each interested city or village will be requested by Development as stated in the letter (attached). Development will consult with the Cuyahoga County Board of Health, using this information and other publicly available information on the need for lead remediation services in each community, to determine recommended funding amounts for each proposed subgrantee. Residents of cities and villages not selected as subgrantees will still be eligible for lead remediation services under the proposed grant, but their services will be provided by Cuyahoga County.

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

The option of a formal RFP was considered, but the very short time allowed by HUD from announcement of the funding opportunity November 28, 2011, to its January 18, 2012 due date makes this impractical.

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

Lead paint remediation is needed to reduce the exposure of young children to lead paint hazards, which cause health problems. The recommended subgrantee(s) will be selected based on their demonstrated

capacity to administer lead paint remediation or similar federally funded home repair programs in their own community. Residents of communities not selected for subgrants will also be served under the grant, if funded by HUD, but they will be served directly by Cuyahoga County.

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.

Competitive bidding would make it impossible for Cuyahoga County to submit its proposed budget to the Cuyahoga County Board of Health in time to meet HUD's firm January 18, 2012, grant application deadline. There was no delay by the County; HUD only announced this funding opportunity on November 28, 2011.

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 future competitive HUD grants become available, the County can and will continue to select cities and villages as subgrantees through the fair and open competitive process described in this request.

Motion to approve by Pernel Jones. Seconded by Dale Miller. Item approved.

B) BC2011-171 (Walk On) - Law Director Majeed G. Makhoulouf requested that an item be added to the agenda on behalf of the Risk Management Division in the Department of Public Works to extend the County's existing contracts with its insurance providers. The Board voted to allow consideration of the matter seeking approval of extension of the insurance contracts for a period of 4 months through April 31, 2012, at a cost no to exceed \$500,000.00, and to waive any RFP/RFQ requirements for same. The County will be conducting a risk management assessment in 2012 to determine what insurance it needs to procure, as impacted by the property assessment being done, and will then go through a competitive process for insurance coverage thereafter.

Motion to approve walk on item by Dale Miller. Seconded by Bonnie Teeuwen. Item approved.

C) January 3, 2012 Board of Control meeting date discussion.

David Merriman will contact all parties to possibly reschedule and/or finalize date of next week's Board of Control meeting currently scheduled for Tuesday, January 3, 2012.

7. Public Comment

There was no public comment.

8. Adjournment

Meeting adjourned at 12:03 p.m.

New Items for Review

BC2012-1

Title: Office of Procurement and Diversity, recommending award of contract with Joshen Paper & Packaging Co.

A. Scope of Work Summary

1. Office of Procurement & Diversity recommending award of contract on RQ21254 with Joshen Paper & Packaging Co. in the amount not-to-exceed \$450,000.00 for the period 3/1/2012 through 2/28/2013.
2. The primary goal is to enter into a contract for reprographic (copy) paper, to be delivered to various County buildings on an "as needed" basis.

B. Procurement

1. The procurement method was a competitive bid. The estimate was not-to-exceed \$450,000.00 for one year.
2. The bid closed on 11/08/2011. There was a 15% SBE goal.
3. There were 5 bids pulled from OPD, 2 bid2 submitted, and 1 bid approved (recommended for award by DPW).

C. Contractor and Project Information

1. Contractor: Joshen Paper & Packaging Co., 5800 Grant Avenue, Cuyahoga Heights, OH 44105, Council District 08
2. The principal owner for the contractor is Michelle Reiner, CEO.
3. The address for the project is various County buildings.

D. Project Status and Planning

1. The project is a continuing service to the County
2. The contract is for one year, with two (2) 1-year option periods.

E. Funding

1. The project is funded 100% by the General Fund.
2. The schedule of payment is monthly, for the exact quantity ordered and received, at the quoted unit price. Note: Specifications allow for a price adjustment, supported by documentation from manufacturer/supplier.

BC2012-2

Title: Office of Early Childhood, 2011; Berea Children's Home and Family Services, Contract Amendment Universal Pre-Kindergarten (UPK)

A. Scope of Work Summary

1. Office of Early Childhood requesting approval of various contract amendments with Berea Children's Home and Family Services for the anticipated net aggregated cost of \$637,143.05, not-to-exceed. The anticipated start-completion dates are 08/01/2011 through 07/31/2012.
2. The primary goals of the project are to provide an early care and education experience of a quality that will ensure that children 3 through 5 years of age are adequately prepared for kindergarten.

B. Procurement

1. The procurement method for this project was RFP (#13956). The total value of the RFP is \$2,677,601.
2. The RFP was closed on May 14, 2009.

3. There were 30 proposals representing 39 sites pulled from OPD, 30 proposals representing 9 sites were submitted for review, 15 proposals representing 23 sites were approved.
4. A Justification for Other Than Full and Open Competition justification is attached to this item.

C. Contractor and Project Information

1. The address(es) of the vendors: Berea Children's Home and Family Services, 202 East Bagley Road, Berea, Ohio 44117, Council District 5
2. The Chief Executive Officer for the contractor/vendor is Richard Frank

3. The address or location of the projects are:

Family Life Child Care Center of Berea
555 West Bagley Road
Berea, Ohio 44017
Council District 5

Family Life Child Care Center of Brook Park
17400 Holland Road
Brook Park, Ohio 44142
Council District 2

Family Life Child Care Center of Lakewood
13523 Detroit Road
Lakewood, Ohio 44107
Council District 2

Family Life Child Care Center of Maple Heights
18900 Libby Road
Maple Heights, Ohio 44137
Council District 8

Family Life Child Care Center of Middleburg Heights
13200 East Bagley Road
Middleburg Heights, Ohio 44130
Council District 5

D. Project Status and Planning

1. The project reoccurs annually.
2. The project's term has already ended. The reason there was a delay in this request is due to the need to negotiate contract amendment amounts based on final expenditures and remaining funds available. This amendment, once approved, will extend the term of this agreement to 7/30/12.

E. Funding

1. The project is funded 80.18% by the Health and Human Services Levy and 19.82% private grant funds.
2. The schedule of payments is monthly.
3. The project is an amendment to contracts. These amendments changes the value and are the third and forth amendment of the contracts. The history of the amendments are:

Family Life Child Care Center of Berea

Original Contract Amount: \$269,569.00
Amendment I Amount: \$39,181.00
Amendment II Amount: \$275,464.42
Amendment III Amount: \$70,662.38

Family Life Child Care Center of Brook Park
Original Contract Amount: \$118,892.00
Amendment I Amount: \$94,977.53
Amendment II Amount: \$23,481.00

Family Life Child Care Center of Lakewood
Original Contract Amount: \$70,890.00
Amendment I Amount: \$33,801.00
Amendment II Amount: \$86,456.09
Amendment III Amount: (\$10,000.00)

Family Life Child Care Center of Maple Heights
Original Contract Amount: \$56,583.00
Amendment I Amount: \$3,076.00
Amendment II Amount: \$57,803.22
Amendment III Amount: \$2,100.00

Family Life Child Care Center of Middleburg Heights
Original Contract Amount: \$39,815.00
Amendment I Amount: \$0.00
Amendment II Amount: \$43,055.05
Amendment III Amount: \$13,100.00

BC2012-3

Title: Employment & Family Services-2012; The MetroHealth System; Agreement: Healthy Start and Child Care Assistance Hotline, 2500 Metro Health Drive, Cleveland, OH 44109

A. Scope of Work Summary

1. EFS requesting approval of an Agreement with The MetroHealth System for the cost of \$185,013.37. The contract period is 1/1/2012 – 12/31/2012.
2. The primary goals of the project are:
Providing telephone access to apply for Healthy Start and Child Care Assistance, that will increase the number of eligible children who can receive these benefits.
Providing health care to children from low to moderate income families, so they will be better prepared for school and their daily lives.

B. Procurement

1. The procurement method for this project was an exemption from RFP.
2. The proposed contract received an OPD RFP exemption on 11/2/2011. The justification approval is attached for review.

C. Contractor and Project Information

1. The address of vendor: The MetroHealth System, 2500 MetroHealth Drive, Cleveland, OH 44109 Council District 03
2. The owner for the contractor/vendor- NA.
3. The contracted service is provided in Council District 03 for all Cuyahoga County residents.

D. Project Status and Planning

1. The service is recurring annually.
2. The reason there was a delay in this request is due to the pending 2012 Budget Approval and obtaining a MetroHealth System signature.

E. Funding

1. The project is funded 100% by Federal TANF Funding.
2. The schedule of payments is monthly by invoice.

Other Business

Exemption from Aggregation of Contracts per Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Sections 3.5.a

BC2012-4 See Item Detail Above