

Contracts and Purchasing Board
 County Administration Building, 4th Floor
 February 6, 11:30 PM

I. Call to Order

The meeting was called to order at 11:48 AM

II. Review and Approve Minutes

The minutes were reviewed and approved as written

III. Public Comment

There was no public comment

IV. Contracts and Awards

A. Tabled Items

Item	Requestor	Description	Board Action
CPB2012-60	Office of Human Resources	Submitting a contract with Biometric Information Management, L.L.C. in the amount of \$780.00 for maintenance and support on the National WebCheck Fingerprint System for the period 8/26/2011 - 8/25/2012. Funding Source: 100% General Fund	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-61	Information Services Center	Submitting a contract among Dell Marketing L.P. and Microsoft Corporation for evaluation services for Microsoft enterprise products for the period 2/1/2012 - 12/31/2012.	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

B. Scheduled Items

Item	Requestor	Description	Board Action
CPB2012-82	Department of Public Safety and Justice Services	Submitting agreements with various providers for reimbursement of eligible expenses in connection with the FY2010 State Homeland Security Grant Program for the period 8/1/2010 - 2/28/2013: a) City of Bedford Heights in the amount not-to-exceed \$9,100.00. b) City of Brecksville in the amount not-to-exceed \$1,300.00. Funding Source: 100% FY2010 State Homeland Security Grant Program	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-83	Office of Procurement and Diversity	Recommending an award: County Sheriff	

		a) on RQ22152 to International Industries, Inc., in the amount of \$36,747.04 for Side Scan Sonar System GSA Contract No. GS-07F-5715P /ORC 9.48(A)(3)). Funding Source:100% FY 2010 Port Security Grant	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
CPB2012-84	Department of Health and Human Services	Submitting an amendment to Contract No. CE1000301-01 with Project LEARN, Inc. for educational services for inmates at the County Corrections Center for the Office of Reentry for the period 1/1/2010 - 12/31/2011 to extend the time period to 4/30/2012 and for additional funds in the amount of \$20,000.00. Funding Source:100% Health and Human Services Levy	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-85	Department of Public Safety and Justice Services	Submitting an agreement with City of Parma in the amount not-to-exceed \$2,500.00 for reimbursement of eligible training and exercise expenses in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 1/1/2012 -12/31/2012. Funding Source: 100% FY2010 Interoperable Emergency Communications Grant	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

C. Exemption Requests

CPB2012-86	Department of Public Works	<p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change) A Right-of-Way lease located at the south side of the County owned Ameritrust Garage in which is located the exit ramp for said Ameritrust Garage. Parking operations require use of this exit to facilitate traffic and for safety concerns. This is a straight two year Term, allowing time to determine the future use or sale of the Ameritrust Garage.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown General fund dollars in the amount of \$5,158.73 per month or \$61,904.76 per year or \$123,809.52 for the two year Term. This is the same amount the County has been paying to date.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method This lease was inherited by the County with the purchase of the Ameritrust Complex. The lease expires on January 31,</p>	
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		<p>2012. This is essentially a sole source contract, as the Landlord is the only owner of this particular piece of property in which the South side/Bolivar Rd. exit ramp is located.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. No other vendors were considered as this is a unique parcel that is already in use and the only available exit for the south side of the Ameritrust Garage.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? Existing lease in place, County inherited when purchased Ameritrust complex.</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. There is only one owner and one existing ramp servicing the south side of the Ameritrust Garage. The exit would be closed if we did not enter into this amendment significantly impacting operations and life/safety issues at this County owned property.</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. As this is a sole source the only other option would be to purchase the property.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2012-87	Information Services Center	<p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change) "Push to Talk" pay as you go cell phones, for the BOE and Business Continuity Plan, with special pricing only when used.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown Not to exceed \$69,300.00 for 30 months, 100% General Fund</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method Lowest price plan - p:ay only when used</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. No other vendor would bid; this is a renewal contract, with special pricing.</p>	

		<p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? This is a renewal, we used the service before.</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. OK to bid on County Website, only State of Ohio TSR vendors can bid and the pricing already posted on the TSR listing, makes Sprint the only vendor offering this special service at the special pricing.</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. We will continue to purchase through the State of Ohio TSR System</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2012-88	Medical Examiner's Office	<p>1. Vendor/Department Information Shimadzu Scientific Instruments</p> <p>2. What is the product/service that you seek to acquire? 2 year Maintenance Contract for a Shimadzu QP2010S GC/MS 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? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>Once this maintenance agreement expires it will be the sole discretion of Cuyahoga County whether to renew the agreement. No other obligations are placed on Cuyahoga County with this purchase.</p> <p>4. Why do you need to acquire these goods or services? Instrument failure led to the need for this service. We believe it is in the best interest of the County to enter into this service agreement eliminating work stoppage in the Drug Chemistry Department.</p> <p>5. 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? Provide specific, quantifiable factors/qualifications. Provide specific, quantifiable</p>	

		<p>factors/qualifications.</p> <p>The Shimadzu Corporation is the original manufacturer of this equipment and they are the sole provider of service for these instruments. It is possible to find some replacement parts or have items repaired or rebuilt, but Shimadzu is the only company that can supply service as well as original equipment parts</p> <p>The above mentioned service contract is the only option at this time to bring our instrument back to function in a timely manner and to bring the section back to our normal turnaround time. The service contract will not only include the immediate repair/replacement of the pump but will also include fixing any other issues with the instrument. In addition, it will provide immediate fixes as well as annual preventive maintenance during the term of the contract. The only other option is repair of the turbo pump by another company which requires at least 12 weeks and even after that there is no guarantee that another pump won't fail or that there aren't other issues with the instrument that could have led to the pump failure at the outset.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>We initially considered using Oerlikon Leybold Vacuum to repair the turbo pump which is part of the Shimadzu QP2010S GC/MS System. The reasons we are not pursuing there is 1) They are not an Approved Vendor with the Inspector General's Office, 2) Their lead time is 12 weeks. 3) There is no guarantee that another pump won't fail or that there aren't other issues with the instrument that could have led to the pump failure at the outset.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Shimadzu Scientific Instruments is the manufacturer of this equipment, therefore, is best suited to provide this maintenance agreement. There would not be another vendor qualified to perform this service. The repair to our turbo pump is an immediate need which Shimadzu Scientific</p>	
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		<p>Instruments can fulfill.</p> <p>8. Has your department bought these goods/services in the past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</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?</p> <p>The equipment in the laboratories are very specialized and should not be maintained by a service person who is not specifically trained and authorized by Shimadzu Scientific Instruments.</p> <p>10. What efforts were made to get the best possible price?</p> <p>Shimadzu Scientific Instruments has offered nearly an 11.5% discount for a 2 year agreement.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>Maintenance contracts typically are expensive, given the fact that this is a sole source, 11.5% is a very good discount.</p> <p>12. Amount to be paid: \$15,206.48</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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D. Consent Agenda

i. Scheduled Consent Items

Item	Requestor	Description	Board Action
CPB2012-89	Department of Public Works	<p>Recommending payment of a claim from the County's Self-Insurance Fund in the amount of \$83.30 to L. Rivera for property damage.</p> <p>Funding Source: 100% General Fund</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2012-90	Department of Public Safety and Justice Services	<p>Submitting a grant award in the amount of \$15,665.28 from Ohio Office of Criminal Justice Services for administration for the FY2011 STOP Violence Against Women Act Grant Program for the period 1/1/2012 - 12/31/2012.</p>	<p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

CPB2012-91	Office of Procurement and Diversity	Presenting BuySpeed purchases for the week of February 6, 2012-February 10, 2012	<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
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VI. Other Business

Matt Carroll was not available

VII. Public Comment

VIII. Adjournment

The meeting was adjourned at 12:03 PM