

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 May 21, 2012 11:00 AM

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

Item	Requestor	Description	Board Action
BC2012-128	Fiscal Office	<p>Recommending an award on RQ23247 and enter into a contract with John Q. Ebert (1-7) in the amount not-to-exceed \$150,000.00 for property tax administration consultant services for the 2012 sexennial reappraisal for the period 5/14/2012 - 12/31/2012 (Deputy Chief Approval No. DC2012-34 - authority to seek qualifications.)</p> <p>Funding Source: 100% by the Assessment Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

5. New Items for Review

Item	Requestor	Description	Board Action
BC2012-134	Department of Public Safety and Justice Services	<p>Recommending to amend Board of Control Approval No. BC2012-102 which made an award on RQ22817 to Audio Visual Innovations, Inc. in the amount not-to-exceed \$134,987.69 for an audio visual system located at the Juvenile Justice Center training room, by changing the time period from 9//1/2008 - 5/31/2012 to 4/13/2012 - 6/30/2012.</p> <p>Funding Source: 100% Ohio Emergency Management Agency</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2012-135	Department of Public Works	<p>Submitting an amendment to Contract No. CE0900215-01 with Love Insurance, The Brooks & Stafford Company and Patricia T. Hill for consultant services for a Comprehensive Insurance and Risk Management Program for the period 1/1/2009 - 4/30/2012 to extend the time period to 8/31/2012 and for additional funds in the amount of \$480,000.00.</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>
BC2012-136	Department of Public Works	<p>Requesting authority to enter into an agreement with Ohio Department of Transportation for purchase of sodium chloride (rock salt) for the 2012 - 2013 winter season, in accordance with Ohio Revised Code Section 5513.01(B).</p> <p>Funding Source:100% Road and Bridge Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

BC2012-137	Department of Public Works	Submitting an amendment (Subsidiary No. 3) to Contract No. CE1000179-01, 02 with DiGioia/Suburban Excavating, L.L.C. for the grading, draining and paving of Bainbridge Road from S.O.M. Center Road to the Solon East Corporation Line in the City of Solon for additional funds in the amount of \$473,375.12. Funding Source:100% Stimulus Funding	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2012-138	Department of Public Works	Recommending an award on RQ22724 and enter into a contract with S.A. Communale Co., Inc. in the amount not-to-exceed \$170,950.00 for maintenance and repair of the Fire Alarm System in the Justice Center Complex located at 1200 Ontario Street for the period 7/1/2012 - 6/30/2014. (Deputy Chief Approval No. DC2012-28 - authority to seek proposals). Funding Source:100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2012-139	Fiscal Office	Submitting a contract with Burroughs Payment Systems, Inc., sole source in the amount of \$121,272.77 for maintenance on remittance processing hardware and software for the period 1/1/2012 - 12/31/2014. Funding Source: 70% will be funded by the General Fund; 30% Delinquent Tax Assessment Collection Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2012-140	Office of Procurement & Diversity	Submitting an amendment to Contract No. CE1100368-07 with Staples Contract & Commercial, Inc. for office supplies for various County departments for the period 7/1/2011 - 6/30/2013 for additional funds in the amount of \$280,000.00. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. Other Business

- Approval of an Alternative Procurement Process per the Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Section 4.4.b.17

Item	Requestor	Description	Board Action
BC2012-141	Department of Public Works	1) Requesting an approval of an alternative procurement process: 1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) This request is for equipment to replace and repair two (2) Main Heat Exchangers at the Justice Center. These Exchangers supply all the Hot water for the Justice Center and Jail I. 2. Estimated Dollar Value and Funding Source(s)	Time critical purchase of failing heating equipment <input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) \$72,794.44 – Building Fund – CT577395</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method This is a critical purchase regarding the operation of the Justice Center and Jail I. Additional failure of the systems will result in increased costs and the loss of service to the Building.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. Three Contractors submitted quotes to supply the material for this project and the department selected the lowest quote. This is a time critical purchase and the Department secured three quotes.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The Vendor submitted the lowest and 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. Delays will result in additional equipment being damaged and ultimately the loss of service to the building. This includes Jail I.</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. The department will continue to evaluate the building needs to prevent critical purchases from occurring and allow for the full procurement process. A building assessment study is being developed to assist in identifying major concerns.</p> <p>2) Approving a purchase with Eierdam & Associates, Inc. for equipment for the main heat exchangers at the Justice Center in the amount of \$72,794.44.</p> <p>Funding Source:100% General Fund</p>	
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- 7. General Business
- 8. Public Comment
- 9. Adjournment

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor
May 14, 2012 11:00 AM

1. Call to Order: The meeting was called to order at 11:12 AM
2. Review and Approve Minutes: The minutes were approved, Bonnie Teeuwen abstained
3. Public Comment: There was no public comment
4. Tabled Items Returned for Review
5. New Items for Review

Item	Requestor	Description	Board Action
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BC2012-124	Department of Development	Recommending an economic development loan in the amount not-to-exceed \$212,000.00 to Kamac, Inc. for renovation of property, located at 4878 Van Epps Road, Brooklyn Heights.	
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Funding Source:100% Community Development Block Grant Funding

Ed FitzGerald made a motion to approve, Wade Steen seconded, The item was approved.

Approve
 Disapprove
 Hold

BC2012-125	Department of Development	Recommending an economic development loan in the amount not-to-exceed \$110,000.00 to SP Data Ohio, LCC for renovation of property, located at 1500 West 3rd Street, Cleveland.	
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Funding Source:100% General Fund

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-126	Department of Development	Recommending an economic development loan in the amount not-to-exceed \$202,000.00 to 5400 Warner Road, LLC J & F Transportation for facility infrastructure improvements, located at 5400 Warner Road, Valley View, Ohio.	
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Funding Source:100% Community Development Block Grant Funding

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-127	Department of Development	Recommending a HOME Rental Rehabilitation loan in the amount not-to-exceed \$300,000.00 to Famicos Foundation for University Tower LLC for the University Tower Project, located at 1575 East Boulevard, Cleveland.	
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Funding Source:100% Federal HOME Program Funds

Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-128 Fiscal Office Recommending an award on RQ23247 and enter into a contract with John Q. Ebert (1-7) in the amount not-to-exceed \$150,000.00 for property tax administration consultant services for the 2012 sexennial reappraisal for the period 5/14/2012 - 12/31/2012 (Deputy Chief Approval No. DC2012-34 - authority to seek qualifications.)

Funding Source: 100% by the Assessment Fund

The item was held.

Approve

Disapprove

Hold

BC2012-129 Department of Health and Human Services Community Initiatives Division/Office of Reentry, submitting an amendment to Contract No. CE1000249-01 with Oriana House, Inc. for operation of a Neighborhood Reentry Resource Center for the period 2/1/2010 - 1/31/2012 to extend the time period to 7/31/2012 and for additional funds in the amount of \$175,000.00.

Funding Source:100% Health and Human Service Levy Funds

Dale Miller made a motion to approve, Ed FitzGerald seconded, the item was approved.

Approve

Disapprove

Hold

BC2012-130 Department of Health and Human Services Division of Children & Family Services, submitting a contract with Adoption Network Cleveland in the amount not-to-exceed \$236,250.00 for child-centered recruitment services for the Adopt Cuyahoga's Kids Initiative for the period 1/1/2012 - 09/30/2012.

Funding Source: 100% Health and Human Service Levy Funds

Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve

Disapprove

Hold

BC2012-131 Department of Public Safety and Justice Services Division of Witness/Victim, submitting a contract with Case Western Reserve University in the amount of \$152,992.00 for consultant services for the FY2011 Attorney General's Children Exposed to Violence Demonstration Program: Phase 2 Grant Program for the period 11/1/2011 - 9/30/2013.

Funding Source:100% FY2011 Attorney General's Children Exposed to Violence Demonstration Grant Funds

Ed FitzGerald made a motion to approve, Pernel Jones seconded, the item was approved.

Approve

Disapprove

Hold

BC2012-132 Office of Human Resources 1) Requesting a sole source purchase with The Archer Company.

1. What is the product/service that you seek to acquire?

Professional services to assist and advise on issues related to classification and compensation.

2. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? Yes No

No.

3. Why do you need to acquire these goods or services?

Cuyahoga County employees have the legal right to request a job audit if they believe their current classification is inappropriate. The Archer Company will evaluate the Comprehensive Position Questionnaires using the Archer Job Evaluation System and provide classification and pay range recommendations. The Archer Company will provide routine maintenance of the County's Classification and Compensation plan by updating and revising the classification specifications and the non-bargaining salary schedule as needed. The Department of Human Resources operates as the County's Department of Administrative Services in accordance with O.R.C. 124.14 and the County Charter. To assist with compliance, the Archer Company will work with the Department of Human Resources to prepare numerical and alphabetical classification listings, detail explanations of classification modifications, and general guidance with procedural requirements. Additionally, the Archer Company may assist the County's legal representatives and Human Resources prepare for employee appeal hearings. The Archer Company will complete work started prior to the 2011 transition to an Executive/Council form of government on the Information Services Center, Medical Examiner, and Sheriff's Departments including developing a unified non-bargaining salary schedule.

4. Why are the requested goods/services the only ones that can satisfy your requirements?

Through a competitive bid process, the County selected the Archer Matrix Job Evaluation System to evaluate classifications and develop a classification plan. The Archer Company is the sole provider of the Archer Matrix Job Evaluation System. As such, the County has contracted with them to provide routine maintenance of the classification plan.

5. Were alternative goods/services evaluated?

Utilizing an alternative provider would require a comprehensive review and development of a new classification plan as The Archer Company is the sole provider of the evaluation tool utilized to develop the current Plan. Such an endeavor is not currently feasible.

6. Identify specific steps taken to negate need for sole source provider.

The Recruitment and Retention team has taken a more active role in providing the routine maintenance of the County's Plan.

7. Has your department bought these goods/services in the past? Yes No

Yes.

Sole Source in past years and Competitively bid in 2011. 2011 \$98,000.00 for an 18 week engagement where we wrote new agencies into the classification plan. This is for maintenance, etc, which was at comparable pricing in past years.

8. 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?

The Recruitment and Retention team has taken a more active role in providing the routine maintenance of the County's Plan.

9. What efforts were made to get the best possible price?

Negotiations were entered into by the agency and the original price was declined and re-negotiated twice.

10. Why is the price for this purchase considered to be fair and reasonable?

During 2011, we were educated on the industry standard pricing for these services, and we negotiated well below industry standard.

11. Amount to be paid: _\$65,000 in 2012, \$45,000 in 2013 and \$45,000 in 2014

2) Submitting a contract with The Archer Company, LLC, sole source, in the amount not-to-exceed \$155,000.00 for Classification and Compensation Analysis in connection with the Archer Matrix Point Factor Job Evaluation System software for the period 6/1/2012 – 5/31/2015.

Funding Source: 100% General Fund

Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-133 Juvenile Court Recommending an award and enter into a contract with Berea Children's Home aka Guidestone in the amount not-to-exceed \$484,889.54 for assessment and case management services for the Court Unruly Program for the period 2/1/2012 - 1/31/2014. (Contracts and Purchasing Board Approval No. CPB2011-250 - authority to seek proposals.)

Funding Source: 100% General Fund

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

6. Other Business
7. General Business: Director Lenora Lockett Updated the Board Members on item BC2012-18 (The County Municipal Grant Program) involving the Planning Commission and the Prosecutors office. This update resulted in County Executive FitzGerald requesting that the Planning Commission and Prosecutors Office be represented at the Monday, May 21st Board of Control Meeting.
8. Public Comment: There was no public comment
9. Adjournment: The meeting was adjourned at 11:51 AM

New Items

BC2012-134

Title:Public Safety & Justice Services, 2012, Audio Visual Innovations, Inc., Contract, RFP 22817

A. Scope of Work Summary

1. Recommending to amend Board of Control Approval No. BC2012-102 which made an award on RQ22817 to Audio Visual Innovations, Inc. in the amount not-to-exceed \$134,987.69 for an audio visual system located at the Juvenile Justice Center training room, by changing the time period from 9//1/2008 - 5/31/2012 to 4/13/2012 - 6/30/2012.
2. The primary goal of this project is to build out a multi-purpose room with an AV system at the Juvenile Justice Center using a mixture of owner furnished equipment and new equipment.
3. N/A

B. Procurement

1. The procurement method for this project was RFP (RFP #22817). The total value of the RFP is \$134,987.69.
2. The above procurement method was closed on March 7, 2012. There is an SBE goal of 20%.
3. OPD received 2 bids and both were reviewed. Audio Visual Innovations, Inc was found to be the lowest and best bid.

C. Contractor and Project Information

1. The address of the vendor is:
335 Ken Mar Industrial Parkway

Broadview Heights, OH 44147
Council District: 6
David Frantz, General Manager, AVI-SPL Ohio
The address of the project is:
Cuyahoga County Juvenile Justice Center
9300 Quincy Avenue
Cleveland, OH 44106
The project is located in Council District 7

D. Project Status and Planning

1. This is a one-time only project.
2. The project is to be completed June 30, 2012.
3. The project is on a critical action path because it has to be completed by June 30, 2012.
4. The project's term has already begun. Contract negotiations with the vendor is the reason for the delay in presenting this request.
5. N/A

E. Funding

1. The project is 100% grant funded from grants provided to Ohio Emergency Management Agency from the Department of Homeland Security.
2. A schedule of payments has been arranged with the vendor.
3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose of this project is to deploy an audio-visual system in a multi-purpose training room within the Cuyahoga County Juvenile Justice Center. The system will be designed for easy use by several different agencies within Cuyahoga County and will utilize both existing County provided equipment and new equipment provided by the vendor.

David Frantz, General Manager, AVI-SPL Ohio b10.

BC2012-135

SUMMARY OF REQUESTED ACTION:

Department of Public Works, submitting an amendment to Contract No. CE0900215-01 with agency team Love Insurance, The Brooks and Stafford Company and Patricia T. Hill for consultant services for a comprehensive insurance and risk management program for the period January 1, 2009 - April 30, 2012, with an original not-to-exceed amount total of \$3,600,000.00, to extend the time period beginning May 1, 2012 through August 31, 2012 and for additional funds in the amount not-to-exceed \$480,000.00
Total amount not exceeding \$4,580,000.00

A. SCOPE OF WORK SUMMARY - Submitting an amendment to CE0900215-01, RQ11706 with The Brooks & Stafford Company, Love Insurance and Patricia T. Hill, consultant services for a comprehensive insurance and risk management program for the Department of Public Works January 1, 2009 - December 31, 2011 extending the period May 1, 2012 through August 31, 2012 with additional funds not-to-exceed the amount of \$480,000.00

Goal 1 The primary goal is to continue to experience benefits of stabilized premium rates throughout affected policy contract term. (The Property Casualty market is expected to remain flat for 2012 Quarters 1 and 2). Goal 2 Afford the County, as shareholder, all available benefits extending from the

Factory Mutual Global insurance market system, including an earned 15% discount off its property coverage premium rates; Goal 3 Prevent unnecessary expenditures, coverage gaps, and other exposures by ensuring that it's Risk Profile is appropriately and completely updated when marketed in/subsequent to 2012.

B. PROCUREMENT - The procurement method for this contract was RFP. The total value of the RFP is \$4,580,000.00. The Justification for Other than Full and Open Competition, RFP Exemption, reviewed and approved by Director Bonita Teeuwen and OPD, is attached. The Total amount of the amendment is \$480,000.00. The proposed amendment received and RFP exemption on 04-30-12. The approval letter is attached for review.

C. CONTRACT AND PROJECT INFORMATION – Addresses of vendors: Love Insurance 34920 Ridge Road, Suite 100 Willoughby, Ohio 44094 The Brooks & Stafford Company 55 Public Square, Suite #1650 Cleveland, Ohio 44113 Council District Cleveland 03-I Hill, MBA Patricia 3548 East 146th Street Cleveland, Ohio 44120 Council District Cleveland 02-M
Contact: Neil R. Corrigan, President (216) 696-3000 FAX # (216) 621-7336

D. PROJECT STATUS AND PLANNING The project and/or services requisite to the contract is an extension. The contract is comprised of bonds, insurance, and when needed other related services that support the County's Risk Management Program, including engineering services; The bonds and insurance coverage included in this contract have varying renewal terms over the next 4 months. This amendment is an extension of an existing contract, which occurs every three years. The next step is to obtain an updated Bid Specification. The start date will be effective September 1, 2012 with anticipated cost of \$3,600,000.00 for three years.

E. FUNDING

The amendment is funded 100% by the General Fund with the Schedule of payments by invoice. The Project is an amendment to a Contract. This amendment changes the value, extending one (1) year at Year 1, 2 & 3 amounts (0% increase). History Amendment - January 1, 2012 - April 30, 2012 and for additional funds in the amount not-to-exceed \$500,000.00. All vendors are registered with IG's office

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Extend insurance and applicable risk management services, pending consideration of the following: 1) planned retention of a loaned executive; 2) building and space survey and related project(s); 3) updated risk assessments in order to revise and update the County's Risk Profile under the new Charter from of government. Once completed, a more precise framework of exposures will be reflected in an updated Bid Specification. Without this process, the County faces unnecessary costs and unneeded services, based on an inefficient, now obsolete system of accountancy and inventory that is no longer in use, or has been reorganized.

Principal Owners:

The Brooks and Stafford Company - issues stock to owners:

3 with most stock (equal parts): Neil R. Corrigan, John R. Kunze and Ralph E. Kunze

Love Insurance Agency: major stockholders - Robert J. Love, James P. Love & John C. Love

Patricia T. Hill: sole owner and individual

Explanation for Late: The related RFP 22594 responses received indicated 1] market variables affect quoting options; 2] vendors providing responses exercised a myriad of options in preparing, customizing, and tailoring creative resources available and applicable to the County's risk program, which is undergoing changes; and this element primarily, though not exclusively contributed to the consistency and relevancy of responses received; application of a uniform process by which to assess said responses was similarly affected; 3] the County requires time, support and assistance to more closely define and redefine the dynamics of its risk management needs, and its risk management program specifications considering a variety of conditions; and 4] although internal efforts were immediately expedited for purposes of timely addressing the contract renewal, subsequent to the related RFP it was, ultimately determined that the aforementioned factors affecting program/processes require assistance and support of a loaned executive. In the interim, the contract was renewed, as a preemptive measure to, otherwise prevent certain coverage gaps and liability exposures.

BC2012-136

SUMMARY OF REQUESTED ACTION:

The Department of Public Works is submitting an agreement of cooperation with the Ohio Department of Transportation for the purchase of Sodium Chloride (Road Salt) for the 2012/2013 winter season.

The Department of Public Works requests that the Cuyahoga County Executive authorize and approve the Department of Public Works Director to Participate with ODOT in the Cooperative Purchase of Sodium Chloride (Road Salt) for the 2012/2013 Winter Season for Road Maintenance and to complete all necessary documentation.

The Ohio Revised Code (O.R.C.) 5513.01 (B) allows political subdivisions to purchase materials, machinery, and other articles, i.e. Road Salt, from ODOT purchase contracts.

Declaring the necessity that this Resolution become effective immediately because of the due date required by ODOT Purchasing Contract Department and the strict adherence for participation. The window of opportunity is thirty-one (31) days from presentation to the Political Subdivisions to the formal response with authorized resolutions.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The Department of Public Works has participated annually in this alliance with ODOT for the past ten years and has been assured of a fixed price for the season, one of the lowest available within in the state, and guaranteed speedy delivery after placing an order. The Department of Public Works strongly believes that the continued participation will ensure the best economic value in pricing and service due the volume purchase contract generated by ODOT

BC2012-137

Department of Public Works (DOPW):

A. Summary of Scope

1. is requesting authority to prepare and is submitting the amendment (Subsidiary No. 3) to Contract CE1000179,01,02-01 with DiGioia/Suburban Excavating, L.L.C. for the grading, draining and paving of Bainbridge Road from S.O.M. Center Road to the Solon East Corporation Line in the City of Solon for an addition amount not-to-exceed \$473,375.12.

The project is staffed with the following DOPW employees:

Michael Tworzydlo, P.E., Area Construction Engineer

Patrick Lynch, Project Supervisor
Thomas McTaggart, Project Inspector
Dave Toth, Construction Technician

Original Contract Amount: \$11,983,998.67
Amendment No. 1-3: \$894,297.90
Rev. Contract Amount: \$12,878,296.57 7.46% over original contract amount
2) The primary goal to complete construction per the plan intent.

B. Procurement

1. Competitive Bid Process (Original Contract).

C. Contractor and Project Information

1. Contractor: DiGioia/Suburban Excavating, L.L.C., 11293 Royalton Road, North Royalton, Ohio 441334 (Council District 5). Project Location: City of Solon (Council District 6). Nick DiGioia, President

D. Project Status and Planning

1. Construction is essentially complete. The final quantities are being calculated.

E. Funding

1. This project was funded through the American Recovery and Reinvestment Act of 2009 (ARRA) - 100% of eligible construction costs up to a maximum of \$14,000,000.00. The remaining cost of construction is split 15% City of Solon and 15% Cuyahoga County using funds from the \$5.00 Vehicle License Tax Fund.

DiGioia/Suburban has completed the required ethics training.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The quantity adjustments are based on actual field measurements and calculations. The new items of work were added for various circumstances (see attached item labeled "Exhibit A" for a detailed explanation). All new items were approved by project supervision.

BC2012-138

SUMMARY OF REQUESTED ACTION:

S. A. Communale Company, Inc. Award Recommendation for Preventive Maintenance Services of the Fire Alarm/Security Systems for Cuyahoga County Justice Center Complex including Courts Towers, Galleria, and Jail I RFP # 22724. Proposal Evaluation Form is attached.

A. Scope of Work Summary

1. The Department of Public Works is recommending an Award on RFP #22724 to S. A. Communale Company, Inc. for the Preventive Maintenance Services of the Fire Alarm/Security Systems at Cuyahoga County Justice Center Complex including Courts Towers, Galleria, and Jail I located at 1200 Ontario Street, Cleveland, Ohio 44113. The estimated cost for this project is \$85,475.00 per year for a total of \$170,950.00.

2. This contract is intended to test all fire panels including testing batteries, smoke detectors, duct detectors, accuracy of graphics, limited to verifying devices tested displayed on the graphics System, Simplex/Metasys integration and verifying that the Metasys point on the system is triggered.

B. Procurement

1. The procurement method for this project was RFP.

2. Signed Advertisement/Media Consent Form

C. Contractor and Project Information

1. The address of the Vender is:

S. A. Communale Company, Inc.

1200 East 55th Street, Unit B

Cleveland, Ohio 44103

2. The President of S. A. Communale, Inc. is:

Steve Communale

3. The address of the project is at the Justice Center Complex, including Court Towers, Galleria, and Jail I located at 1200 Ontario Street, Cleveland, Ohio 44113.

D Project Status and Planning

1. The project reoccurs bi-annually. 2. There was State Contract # CE1000287-01 RQ-CT-10-16593 with Johnson Controls, Inc. that expired since December 31, 2011. The agreement was to perform a contract intended to test all fire panels including testing batteries, smoke detectors, duct detectors, and accuracy of graphics.

E. Funding

1. The project is funded 100% by General Fund.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

This office's Selection Committee has reviewed and carefully considered all Pre-Proposals submitted to this office for providing Preventive Maintenance Services of the Fire Alarm/Security Systems. Evaluation of these Pre-Proposals was done in accordance with the policies and procedures of the Cuyahoga County Department of Public Works Policy.

S. A. Communale Company, Inc. has been selected as one of the two Companies that submitted proposals to provide the subject services. The evaluation form and copy of S. A. Communale Company, Inc. Proposal are attached.

S.A. Communal Company, Inc. has completed their ethics registration IGC-002444.

BC2012-139

SUMMARY OF REQUESTED ACTION:

Title: Treasurers Office 2012 Burroughs Payment Systems, Inc.

Burroughs Contact for Hardware Services and Maintenance

A. Scope of Work Summary

1. The Treasurer's Office is requesting the approval of a contract with the Burroughs Payment Systems, Inc. in the amount of 121,272.77 for hardware service and maintenance for the period 1/2012 through 12/31/14 (three years) on our Remittance Processing Equipment.

2. The Contract will provide hardware service and maintenance on our Remittance Processing Equipment

3. This agreement is not mandated by the O.R.C..

B. Procurement

This is an approved sole source purchase

C. Contractor and Project Information

Burroughs Payment Systems, Inc.

41100 Plymouth Rd. Bob Kozial 1-773-789-2778

Plymouth , MI 48170

D. Project Status and Planning

This is a three year Sole Source Agreement from 1/1/12 through 12/31/14. The contract was delayed due to the process , ethics training and a change in management at Burroughs.

E. Funding

The total amount is \$121,272.77. 70% will be funded by the General Fund FS 109660 and 30% by the Delinquent Tax Assessment Collection Fund - FS 1097SUMMARY OF REQUESTED

BC2012-140

A. Scope of Work Summary

1. Office of Procurement and Diversity requesting approval of a contract amendment with Staples Contract and Commercial, Inc. for \$280,000.00. The start-completion dates for the contract are July 1, 2011 through June 30, 2013 with the option to extend for one additional year.
2. The primary goals of the project are to have a contract in place for office supply needs for all County agencies. The contract is in place to offer the best overall pricing to the various agencies. This contract allows OPD to capture spend and other data for the County's office supply purchases.

B. Procurement

1. The procurement method for this contract was a state contract/governmental cooperative purchasing agreement. The value of this amendment is \$280,000.00.
2. N/A
3. The proposed contract amendment received approval from the Office of Procurement and Diversity on February 29,2012. The approval letter is attached for review.

C. Contractor and Project Information

1. Staples Contract & Commercial, Inc.

500 Staples Drive

Framingham, MA 01702

2. The Chairman of the Board and CEO for the vendor is Ronald Sargent.

D. Project Status and Planning

1. The project is currently a two year contract. OPD is currently in the process of reviewing the other available governmental cooperative purchasing agreements that are available to ensure that we are received the best possible pricing.

E. Funding

1. The project is funded 100% by the General Fund.
2. The schedule of payments is monthly.

C2012-141

See Item Detail Above