

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
May 29, 2012 11:30 PM

- I. Call to Order: The meeting was called to order at 11:50 AM
- II. Review and Approve Minutes: The Minutes were approved as written, Stan Kosilesky abstained
- III. Public Comment: There was no public comment
- IV. Contracts and Awards

A. Tabled Items

CPB2012-430 Department of Health and Human Services Community Initiatives Division/Office of Homeless Services, submitting a contract with The Metanoia Project, Inc. in the amount not-to-exceed \$25,000.00 for shelter services for homeless families for the period 1/1/2012 - 12/31/2012.

Funding Source:100% Health and Human Service Levy Funding

- Approve
- Disapprove
- Hold

B. Scheduled Items

CPB2012-477 County Law Department On behalf of the Medical Examiner’s Office, recommending approval of a settlement payment for outstanding invoices for services that were rendered under a contract entered into under the former Coroner's Office with Praxair Distribution Inc. in the amount not-to-exceed \$10,000.00 for the approximate period of 1/1/2011 – 12/31/2011.

Funding Source:100% General Fund-Regional Forensic Science Fund

- Approve
- Disapprove
- Hold

CPB2012-478 Department of Development Recommending a subgrant award to South Euclid Lyndhurst School District in the amount not-to-exceed \$20,000.00 for environmental cleanup for the Food Lab Asbestos Abatement project located at 4875 Glenlyn Road, Lyndhurst, in connection with the United States Environmental Protection Agency Brownfield Revolving Loan Fund Program for the period 5/15/2012 - 6/30/2013.

Funding Source:100% the United States Environmental Protection Agency Brownfield Revolving Loan Fund

- Approve
- Disapprove
- Hold

CPB2012-479 Department of Development Recommending an economic development loan in the amount not-to-exceed \$55,000.00 to Hattie Larlham Community Living, for renovation of property, located at 18200 Brookpark Road, Cleveland.

Funding Source:100% General Fund-Economic Development Revolving Loan

- Approve
- Disapprove
- Hold

CPB2012-480 Department of Health and Human Services Division of Children & Family Services, submitting an amendment to Contract No. CE1100026-01 with Caring for Kids, Inc. for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012 and for additional funds in the amount not-to-exceed \$22,000.00.

Funding Source:100% Health and Human Services Levy

Approve
 Disapprove
 Hold

CPB2012-481 Department of Health and Human Services Division of Children & Family Services, submitting contracts with various providers for adoption services for the period 1/1/2012 - 12/31/2012:

a) House of New Hope in the amount not-to-exceed \$3,000.00.

b) Maryhurst, Inc. in the amount not-to-exceed \$5,000.00.

Funding Source: 100% Health and Human Services Levy

Approve
 Disapprove
 Hold

CPB2012-482 Department of Health and Human Services Division of Children & Family Services, submitting contracts with various providers for adoption services for the period 1/1/2012 - 12/31/2012:

a) Adoption Advocacy, Inc. in the amount not-to-exceed \$5,000.00.

b) Catholic Charities Services Corporation in the amount not-to-exceed \$3,000.00.

c) Catholic Family Center in the amount not-to-exceed \$5,000.00.

d) Children's Home Society of North Carolina, Inc. in the amount not-to-exceed \$7,000.00.

e) The Village Network in the amount not-to-exceed \$1,000.00.

Funding Source: 100% Health and Human Services Levy

Approve
 Disapprove
 Hold

CPB2012-483 Department of Health and Human Services Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with U.S. Department of Housing & Urban Development in the amount of \$317,109.00 for supportive services for the Housing Empowerment Program in connection with the FY2011 Continuum of Care Homeless Assistance Grant Programs and the McKinney-Vento Homeless Assistance Act for the period 5/1/2012 - 4/31/2013.

Funding Source:100% Housing and Urban Development (HUD) Funds

Approve
 Disapprove
 Hold

CPB2012-484 Department of Health and Human Services Employment & Family Services/Cuyahoga Support Enforcement Agency, submitting a contract with The Huffman Group, LLC, in the amount not-to-exceed \$6,000.00 for consultant services for the Fatherhood Conference for the period 5/1/2012 - 6/30/2012.

Funding Source:100% the Saint Luke's Foundation Funds

Approve
 Disapprove
 Hold

CPB2012-485 Department of Public Safety and Justice Services Public Safety Grants, submitting an agreement with City of Brook Park for the purchase of equipment, valued in the amount of \$47,453.80 for the FY2007 State Homeland Security Grant Program for the period 7/1/2007 - 3/31/2010. Funding Source:100% the FY2007 State Homeland Security Grant

Approve
 Disapprove
 Hold

CPB2012-486 Department of Public Safety and Justice Services Public Safety Grants, submitting an agreement with City of Brook Park for the purchase of equipment, valued in the amount of \$25,443.46 for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010.

Funding Source:100% the FY2007 Urban Area Security Initiative Grant

Approve
 Disapprove
 Hold

CPB2012-487 Department of Public Safety and Justice Services Submitting a contract with Beta Drive Conference Center LLC in the amount not-to-exceed \$10,359.00 for the Juvenile Justice Crime Coalition Spring Conference for the period 5/4/2012 - 6/8/2012

Funding Source: 90% by the Juvenile Accountability Block Grant (JABG) FY 2010; 10% cash match/General Fund

Approve
 Disapprove
 Hold

CPB2012-488 Department of Public Works Submitting an amendment to Contract No. CE1000702-01 with R.E. Warner & Associates, Inc. for architectural design services for the County Airport Administration Building Roof Replacement Project for the period 10/15/2010 - 5/15/2011 to extend the time period to 3/30/2013 and for additional funds in the amount of \$3,650.00.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2012-489 Department of Workforce Development

1) Submitting a contract with Corporate Maintenance, Inc. in the amount not-to-exceed \$10,000.00 for the On-the-Job Training Program for the period 3/15/2012 - 7/31/2012.

2) Submitting a contract with Menorah Park Center for Senior Living Bet Moshav Zekenim Hadati in the amount not-to-exceed \$5,610.80 for the On-the-Job Training Program for the period 4/9/2012 - 5/31/2012.

Funding Source:100% WIA Funds

Approve
 Disapprove
 Hold

CPB2012-490 Juvenile Court Submitting amendments to contracts with various providers for the Staff Secure Shelter Program for the period 1/1/2010 - 2/29/2012 for additional funds:

- a) No. CE1000091-01 with Carrington Youth Academy LLC in the amount of \$8,681.00.
- b) No. CE1000094-01 with The Cleveland Christian Home Incorporated in the amount of \$13,176.89.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2012-491 Juvenile Court Submitting amendments to contracts with various providers for psychometrist and psychological services for the period 1/1/2011 - 12/31/2011 for additional funds:

- a) Contract No. CE1100381-01 with Randal Steven Baenen in the amount of \$380.00.
- b) Contract No. CE1100386-01 with John Matthew Fabian PsyD, JD, LLC in the amount of \$1,450.00.
- c) Contract No. CE1100388-01 with John Joseph Konieczny in the amount of \$140.00.
- d) Contract No. CE1100391-01 with Steven M. Neuhaus in the amount of \$3,500.00.
- e) Contract No. CE1100393-01 with Kathryn R. Ziemnik in the amount of \$2,970.00.

Funding Source:100% General Fund

Approve
 Disapprove
 Hold

CPB2012-492 Office of Procurement & Diversity Recommending an award:

- a) on RQ22928 to PSx Inc. (8-1) in the amount of \$68,415.00 for automated parking revenue collection equipment at the Cuyahoga County Juvenile Justice Center.

Funding Source:100% General Fund

Approve
 Disapprove
 Hold

CPB2012-493 Office of Procurement & Diversity Recommending an award:

- a) on RQ23807 to Remotec, Inc. (1-1) in the amount of \$55,202.00 for 1-wireless radio controller and power supply upgrade for bomb robot for the Department of Public Safety and Justice Services. (GSA Contract No. GS-07F-0538M/O2011-0044 4.4 (B) 19/Sole Source O2011-00444.4 (B) 7.

Funding Source:100% FY10 federal Urban Area Security Initiative Funds

Approve
 Disapprove
 Hold

C. Exemption Requests

CPB2012-494 Department of Public Safety & Justice Services Requesting a sole source purchase with:

1. Vendor :Pinpoint Media
2. What is the product/service that you seek to acquire?

Provide a detailed description of the product/service.

The Northeast Ohio Regional Fusion Center (NEORFC) seeks a sole source purchase of a spot within the local Crime Stoppers program (aired every Saturday night in prime time on Cleveland's NBC Affiliate) to air a commercial providing information on the iWatch program, See Something, Say Something, and the NEORFC. The goal of this ad is to encourage the general public to be aware of their surroundings and report suspicious activity to the NEORFC so the NEORFC can share this information with law enforcement agencies in Cuyahoga County and across Ohio Homeland Security Region 2 (comprised of

Ashtabula, Cuyahoga, Geauga, Lake, and Lorain counties). Public Safety & Justice Services seeks the sole source justification in its role as the Fiduciary Agent for the NEORFC.

3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need?

The spot within the local Crime Stoppers program would air for 26 weeks. Cuyahoga County is bound to no additional purchases, maintenance, licensing, etc. as a result of this initial purchase.

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

Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.

The mission of the NEORFC is to facilitate and enhance the level of inter-agency communications, intelligence analysis, and information sharing among federal, state, and local stakeholders and the public and private sectors to anticipate and counter criminal activity, terrorism, and other hazards in connection with the State of Ohio Fusion Center and the Intelligence Community.

To achieve this mission will require positive and pro-active outreach to the public so they think of the NEORFC if/when they see something suspicious. The NEORFC has built extensive law enforcement connections (for instance by serving on a committee comprised of all the members of Ohio Homeland Security Region 2), but this program goes hand in hand with an earlier project of commissioning billboards to enhance the public awareness of the NEORFC and reporting suspicious activity.

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

Working with Pinpoint Media is necessary because they are the only video production company that produces Crime Stoppers and can provide the NEORFC with a prime time spot to showcase their public service announcement (PSA). Other media outlets would only be able to air the spot in off hours, thereby lessening the impact of the PSA in raising awareness of the general public.

6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable?

Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.

Other video production companies and local network affiliates were extensively evaluated. However, utilizing another video production company and network affiliate would be more costly, as Pinpoint Media is the only video production company that produces Crime Stoppers and all the spots that run during their prime time show. A different video production company would have to edit the video spot and then it would have to be shopped to the network affiliates. Running the PSA during prime time programming on another network affiliate would prove very costly. It is likely that utilizing another network affiliate would see our PSA featured during off hours, thus rendering the spot ineffective in raising public awareness of the NEORFC.

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

Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.

Representatives of the local network affiliates were previously approached and the project was described to them—a spot featuring information about the NEORFC to be aired during prime time programming in order to raise public awareness about the NEORFC—and it was discovered that Pinpoint Media is the only video production company that produces Crime Stoppers and all the spots featured in it. If Cuyahoga County went with another video production company we would have to have the video edited separately and then secure a slot in prime time programming, which would be burdensome in terms of time and price.

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

N/A

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?

This is one time purchase. There are no plans to procure this sort of service in the future.

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

See above.

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

The price of \$12,000.00 cannot be matched by any other vendors and the airing time would not optimally utilize the PSA. This price and time slot is fair and reasonable.

12. Amount to be paid: \$12,000.00

Approve

Disapprove

Hold

CPB2012-495 Medical Examiner's Office Requesting a sole source purchase with:

1. Vendor: Cayman Chemical

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

Drug standards to be used in the identification of unknown drugs.

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

What is the duration of this purchase, including number of "potential" renewal options?

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

Our accrediting body requires traceability to a suitable reference standard. Our operating procedure requires that we obtain and analyze a commercial standard of any compound that we seek to identify in routine casework prior to making these identifications.

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

Due to the nature of these standards in that they are very new compounds they are not being routinely produced and are only available from this particular vendor.

6. Were alternative goods/services evaluated

These are specific compounds. Substitutions are not possible.

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

All approved company catalogs were searched for these items.

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

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?

Dependence on a sole source will be eliminated once other approved vendors begin manufacturing or selling these items.

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

A generous discount was received from the company for this order, averaging approximately a discount of 27%.

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

These are scientific reference standards that must be produced under very strict guidelines since criminal convictions may result from the identifications being made using these standards.

12. Amount to be paid: _____\$1260.00_____

Approve

Disapprove

Hold

D. Consent Agenda

CPB2012-496 Department of Health and Human Services Division of Children & Family Services, submitting amendments to contracts with various providers for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012; no additional funds required:

- a) No. CE1100075-01 with Applewood Centers, Inc.
- b) No. CE1100077-01 with Beech Brook
- c) No. CE1100078-01 with Bellefaire Jewish Children's Bureau
- d) No. CE1100030-01 with Options for Families and Youth
- e) No. CE1100073-01 with Specialized Alternatives for Families & Youth of Ohio, Inc.

Funding Source: 100% Health and Human Services Levy Funds

Approve
 Disapprove
 Hold

CPB2012-497 Department of Health and Human Services Division of Children & Family Services, submitting amendments to contracts with various providers for adoption services for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2012; no additional funds required:

- a) No. CE1100028-01 with Christian Children's Home of Ohio, Inc.
- b) No. CE1100071-01 with National Youth Advocate Program, Inc.
- c) No. CE1100072-01 with Pathway Caring for Children.
- d) No. CE1100074-01 with The Twelve of Ohio, Inc.
- e) No. CE1100076-01 with The Bair Foundation.
- f) No. CE1100085-01 with The United Methodist Children's Home.

Funding Source: 100% Health and Human Services Levy Funds

Approve
 Disapprove
 Hold

CPB2012-498 Department of Public Safety and Justice Services Public Safety Grants, submitting an agreement with City of Parma Heights in the amount not-to-exceed \$653.38 for reimbursement of eligible training expenses in connection with the FY2008 Urban Area Security Initiative Grant Program for the period 1/6/2011 - 5/15/2011.

Funding Source:100% FY2008 Urban Area Security Initiative Grant Funds

Approve
 Disapprove
 Hold

CPB2012-499 Department of Public Safety and Justice Services Public Safety Grants, submitting an agreement with the City of Independence in the amount not-to-exceed \$399.70 for reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communication Grant Program for the period 6/01/2010 - 12/31/2012.

Funding Source:100% FY2010 Interoperable Emergency Communication Grant Funds

Approve
 Disapprove
 Hold

CPB2012-500 Department of Public Works

1) Submitting an LPA agreement with State of Ohio, Department of Transportation for reconstruction of Ridge Road from Interstate 480 to Memphis Road in the Cities of Brooklyn and Cleveland.

2) Submitting an LPA agreement with State of Ohio, Department of Transportation for full depth recycle with asphalt overlay of Columbia Road from Butternut Ridge Road to Lorain Road in the City of North Olmsted.

3) Submitting an LPA agreement with State of Ohio Department of Transportation for repair and resurfacing of Snow Road from West 130th Street to Ridge Road in the Cities of Parma and Parma Heights.

Approve

Disapprove

Hold

CPB2012-501 Department of Public Works

a) Submitting an amendment (Subsidiary No. 1) to Contract No. CE1100152-01 with Karvo Paving Company for repair and resurfacing of Hillside Road from Broadview Road to Brecksville Road in the Cities of Independence and Seven Hills for a decrease in the amount of (\$13,122.31).

b) Recommending to accept the project as complete and in accordance with plans and specifications; requesting authority to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 80% \$5.00 Vehicle License Tax Fund; 20% split by the municipalities

Approve

Disapprove

Hold

CPB2012-502 Office of Procurement and Diversity Presenting BuySpeed purchases for the May 29, 2012

Approve

Disapprove

Hold

CPB2012-503 Department of Development Presenting voucher payments between May 17, 2012 – May 23, 2012

Approve

Disapprove

Hold

V. Other Business: There was no other business

VI. General Business: There was no general business

VII. Public Comment: There was no public comment

VIII. Adjournment: The meeting was adjourned at 12:36 PM