

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
August 13, 2012 11:30 PM

- I. Call to Order: The meeting was called to order at 11:40 AM
- II. Review and Approve Minutes: The minutes were approved as written
- III. Public Comment: There was no public comment
- IV. Contracts and Awards
- V. Tabled Items

CPB2012-676 Juvenile Court Submitting a contract with MST Group, LLC, dba MST Services, sole source, in the amount not-to-exceed \$28,000.00 for franchise licenses for the Multi-Systemic Therapy Program for the period 7/1/2012 to 6/30/2014.

Funding Source: 50% by Title IV-E Revenue Funds and 50% by General Funds HHS Levy Funds

Approve
 Disapprove
 Hold

B. Scheduled Items

CPB2012-720 Department of Public Works Submitting a revenue generating lease agreement with Northeast Ohio Regional Sewer District for rental of space located at 1600 West Canal, Valley View for the period 8/13/2012 – 2/12/2013.

Approve
 Disapprove
 Hold

CPB2012-721 Department of Public Works

A) submitting an amendment to an Agreement with Ohio Wheeling and Lake Erie Railway Company in connection with the replacement of Austin Powder Drive Bridge No. 137 over a branch of Tinkers Creek in the Village of Glenwillow by adding the time period 10/10/2007 – 3/31/2013.

b) recommending a payment in the amount of \$100,000.00 to Ohio Wheeling and Lake Erie Railway Company for flagmen and protective services in connection with said road project.

Funding Source: 100% \$5.00 License Fund

Approve
 Disapprove
 Hold

CPB2012-722 Department of Public Works

A) County Kennel submitting an RFP exemption, which will result in a contract with Dr. Alisa Taddeo for veterinarian services at the County Kennel in the amount of \$9,000.00 for the period 8/1/2012-12/31/2012.

b)submitting a contract with Alisa Taddeo in the amount not-to-exceed \$9,000.00 for veterinarian services for the period 8/1/2012 – 12/31/2012.

Funding Source: 100% General Fund Kennel Funds

Approve
 Disapprove

Hold

CPB2012-723 Department of Development

1) Submitting a contract with BDL General Contracting, Inc. in the amount of \$8,000.00 for Lead Remediation for property located at 1960 Idlehurst Drive, Euclid, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 8/13/2012 – 10/12/2012.

2) Submitting a contract with C.B. Mullins Construction Company, Inc. in the amount of \$16,530.00 for Lead Remediation of property located at 1152 Carlyon Road, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 8/13/2012 – 10/12/2012.

3) Submitting a contract with Property Rejuvenation, Inc. in the amount of \$19,321.00 for Lead Remediation of property located at 4035 Ellison Road, South Euclid, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 8/13/2012 – 10/12/2012.

Funding Source: 100% Lead Hazard Reduction Demonstration Grant Fund

Approve

Disapprove

Hold

CPB2012-724 County Planning Commission Recommending an award on RQ23806 and enter into a Contract No. CE1200496-01 with Spectrum Energy Concepts, Inc. in the amount not-to-exceed \$50,000.00 for energy management consultant services for the Municipal Energy Program for the period 8/6/2012 – 9/30/2012.

Funding Source: 100% U.S. Department of Energy- Energy Efficiency and Conservation Block Grant

Approve

Disapprove

Hold

CPB2012-725 Department of Information Technology Submitting a state contract with BMC Software, Inc., in the amount not-to-exceed \$33,480.00 for maintenance on Mainview software for the period 1/11/2011 2012 – 1/10/2015.

Funding Source: 100% General Fund

Approve

Disapprove

Hold

CPB2012-726 Department of Information Technology Submitting a contract with Vbrick Systems, Inc. in the amount not-to-exceed \$2,339.10 for maintenance on the vBrick Video Encoder for use by County Council for the period 11/24/2011 – 11/23/2013.

Funding Source: 100% General Fund

Approve

Disapprove

Hold

CPB2012-727 Department of Workforce Development Department of Workforce Development, submitting a contract with Hugo Boss Cleveland, Inc. in the amount not-to-exceed \$3,000.00 for the On-the-Job Training Program for the period 6/26/2012 – 12/31/2012.

Funding Source: 100% Federal Workforce Investment Act Funds

Approve
 Disapprove
 Hold

CPB2012-728 Office of Procurement & Diversity Office of Procurement & Diversity, recommending to amend Contract and Purchasing Board Approval No. CPB2012-584 dated 6/25/2012, which made an award on RQ22541 to Agilent Technologies, Inc. (3-2) for 1-Gas Chromatograph Mass Spectrometer system for the Medical Examiner, to change the amount from \$81,483.20 to \$92,855.20.

Funding Source: 100% by Gruttadaria funds (CC797241).

Approve
 Disapprove
 Hold

CPB2012-729 Office of Procurement & Diversity Department of Public Works

a) on RQ23619 to Aramark Uniform & Career Apparel, LLC (4-1) in the amount no-to-exceed \$60,000.00 for floor mat rental for various County buildings for the period 9/1/2012 – 8/31/2014.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2012-730 Office of Procurement & Diversity Recommending an award: Department of Public Safety and Justice Services

1) on RQ24201 to Howell Rescue Systems, Inc. (8-1) in the amount of \$50,855.00 for various extrication tools for use by the regional Urban Search and Rescue Team.

Funding Source: 100% FY10 SHSP-USAR funds Approve

Disapprove
 Hold

CPB2012-731 Medical Examiner Submitting a contract with X-Ray Services of Ohio LLC in the amount not-to-exceed \$24,964.00 for maintenance services for the period 8/15/2012 – 8/14/2013.

Funding Source: 100% Gruttadaria General Funds

Approve
 Disapprove
 Hold

C. Exemption Requests

CPB2012-732 County Sheriff Justification: Sheriff's Office 2012 Harris Corporation via Cleveland Communications, Federal Government Cooperative Purchasing, Joint Purchasing Program – Fire Rescue GPO for Harris Unity Portable and Harris Unity Mobile Radios with accessories for Sheriff Deputies and Sheriff Fleet Vehicles

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)

Portable and Mobile Radios with accessories for Sheriff Deputies and Sheriff Fleet Vehicles to become compliant with the Federal Communications Commission's (FCC) Narrowbanding Regulations deadline effective 01/01/2013.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)

\$1,204,191.88 – 100% County General Fund – capital project dollars

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)

These radios are to be purchased through a Federal Government Cooperative Purchasing, Joint Purchasing Program – Fire Rescue GPO (contract# VH10954, expiration date 12/31/2012) at a 26% list price discount to Cuyahoga County.

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

Motorola was another vendor that was evaluated; they were unable to provide a radio that was able to meet our needs. Motorola's multi-band radios are only capable of using 2 frequencies whereas the Harris radios are equipped with all 3 (700/800MHz, VHF, & UHF) which are needed by the CCSO to communicate with all law enforcement agencies (complete interoperability).

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

The Harris Unity Portable & Mobile Radios were chosen because they are able to meet the needs of the CCSO by providing a radio that has the capability to communicate with law enforcement agencies on a local, state, and federal level on every available frequency (complete interoperability). Cleveland Communications was chosen as the selected vendor because they are the only local Harris Corporation distributor as well as service provider.

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.

The radio equipment that will be purchased through Cleveland Communications is a time-sensitive purchase; delays in the procurement and implementation of this equipment by 01/01/2013 would jeopardize the safety of the community and Sheriff Deputies through loss of emergency communications, could result in a large fine by the FCC, and loss of licensure to the department.

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

There are no future plans at this point. If this procurement method is unacceptable a formal bid process will occur which will cause an unacceptable delay due to the time-sensitive nature of this implementation, the possibility of fine, and loss of licensure. The Cuyahoga County Sheriff's Office always strives to be competitive and fair in the procurement process while adhering to County procurement processes and will continue to do so in the future.

Approve

Disapprove

Hold

CPB2012-733 County Sheriff Submitting an RFP exemption, which will result in an award recommendation on RQ24573 to Motorola Solutions, Inc. in the amount of \$54,221.60 for APX radio accessories for use by County Sheriff's Office (State Contract No. 573077-0/ORC 125.04(B)).

Justification: DCA: Sheriff's Office 2012 Motorola Solutions, Inc. State Contract Purchase for Motorola APX 4000 Radio Accessories

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)

The Urban Area Working Group purchased with grant money new radios for the CCSO, Protective Service Division; the Sheriff's Office is responsible for purchasing all radio accessories including speaker microphones, ear pieces, carrying cases, chargers, and extra batteries. These accessories will be purchased under State Term Schedule #573077-0 from Motorola Solutions, Inc.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)

\$54,221.60 – 100% Internal Service Fund General Fund SH352005

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)

The accessories for the particular radio must be Motorola. Motorola is a State Term vendor and all accessories are available at State Contract Pricing under State Term Schedule #573077-0.

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

None, all accessories must be Motorola.

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

The new Motorola radios for the Protective Services Division were purchased through the Urban Area Working Group; the accessories that work with these particular radios are Motorola. Therefore, Motorola was the best choice to obtain the radio accessories from.

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.

n/a

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

Approve

Disapprove

Hold

CPB2012-734 Department of Health & Human Services Submitting an RFP exemption, which will result in an amendment to Contract No. CE0900646-01 with Towards Employment, Incorporated for the Reentry Employment and Training Program for the period 7/1/2009 – 6/30/2012 to extend the time period to 3/31/2013 and for additional funds in the amount of \$180,000.00.

The Department of HHS-Office of Reentry plans to contract by means of other than full and open competition under RQ 13613 with Towards Employment, Incorporated. This document sets forth the justification and approval for use of one of the exceptions to full and open competition allowed under the County Policy and Ordinance.

1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change)

The reason for this amendment is to extend the time period, change the terms of services; and to increase the contract amount. The effective date for the change in terms of service is July 1, 2012. During the term of this Contract Amendment, Towards Employment, Incorporated shall continue to provide the services outlined in the original contract and any subsequent amendments approved by the County and will provide services as outlined in Appendices "A", "B" and "C" of the amendment.

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

\$180,000.00 from General Fund (HHS levy)

3. Rationale Supporting the Use of the Selected Procurement Method

Due to the fact that we will receive an extension on this federal grant, we will have until a later period to continue to provide the services specified in the grant application and award until March 31, 2013. This vendor is a selected provider that was named in the Second Chance Federal Grant Award.

4. What other available options and/or vendors were evaluated? If none, include the reasons why.
No other vendors were evaluated. The Office of Reentry requested approval to apply for the Second Chance Act Grant May 2011, and approval was granted by the Board of Control (EA2011-0831) and the County Executive Edward FitzGerald on June 20, 2011.

Towards Employment was named as an in-kind provider under this grant which was to end on September 30, 2012. The Office will be granted an extension until March 31, 2013 to provide services. Towards Employment is a service provider specifically named in the grant.

5. What ultimately led you to this product or service? Why was the recommended vendor selected?
Towards Employment was the current vendor for job readiness training and retention services and was as such, selected to provide in-kind services as part of the required cash match for the Second Chance Act Grant awarded to the Office of Reentry in 2011. Towards Employment was selected as a county vendor for these services through an full and open RFP process in 2009. All of their comprehensive program review results and evaluations have been above average. They are qualified to perform the services at the required level and need to continue to provide services in support of our Second Chance Act Grant award programming that will continue until March 31, 2013.

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.

Late start date for the grant award. The federal grant was awarded based upon a proposal that included these specific entities performing specific tasks to create a specific program and achieve specific outcomes. If we change the parameters and the components of the program that was awarded this grant, we will not be in compliance with the program we submitted in the first place. Outcomes could be changed or not met; leading to negative findings and this will jeopardize future federal funding.

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 Office will conduct a Full and Open process for future job readiness training and employment retention services. The Office of Reentry is currently undergoing a strategic planning process with sessions that are open to the public for the purposes of shaping the future direction and programming for the Office.

This has been a completely transparent process. The Office of Reentry will allocate resources to services based upon the outcomes of the planning process. Any need for job readiness training and placement services for the reentry population will undergo a full and open RFP process.

- Approve
- Disapprove
- Hold

CPB2012-735 Department of Health & Human Services Division of Children and Family Services, submitting a sole source exemption which will result in a contract with Outcome Referrals Services in the amount of \$450,000.00 for core outcomes referrals services, implementation, customization and consultant services for the period 10/1/2012 – 9/30/2014.

Justification: Children & Family Services RFP Exemption/Sole Source Outcome Referrals RQ 24639

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)

Outcome Referrals will: Gather Treatment Outcome Package (TOP) data on all children who are in DCFS custody, and follow these children with ongoing monthly or quarterly assessments; Ensure that all providers in the DCFS universe have access to the TOP and utilize the tool effectively; Ensure that DCFS employees are aware of the program and understand where and how to access support; Deliver aggregate benchmark reports within four (4) months of program rollout; Use data to support placement decisions.

Additionally, Outcome Referral Services will: Provide the TOP to all designated providers, foster homes, and DCFS Social Workers; Measure the outcomes of providers in the geographic region serving DCFS; Monitor the progress of the children as the work through the child welfare system; Provide monthly benchmark reports once each agency has a minimum of 40 children with outcome data; Deliver quality improvement roadmaps to DCFS providers.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)

This will be a two-year contract at \$225,000 per year totaling \$450,000. This includes the Core Outcomes Referrals Services, implementation costs, and Customization and Consultation services.

The funding is provided by Health and Human Services Levy Dollars.

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)

Sole Source

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

This vendor provides a unique service that is cutting edge in child welfare. No other vendors were identified due to the sole source nature of this purchase.

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

DCFS has desired to develop performance-based contracts for some time. We have been unable to obtain outcome data for the children we serve. This vendor provides an approach to the gathering and analysis of outcome data that is comprehensive and unique in child welfare.

This vendor was identified through the Annie E. Casey Foundation and is a sole source provider.

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.

DCFS will be using the data gathered and analyzed through this unique vendor to determine which Board & Care Provider services provide for the best outcomes for the children we serve. Any delay will cause the data to not be collected and analyzed prior to the next competitive bid for Board & Care services. This will lead to a delay in the implementation of performance based contracts and the inability of our division to target financial resources in a manner that provides for the best outcomes for our children.

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

Should other vendors providing similar services enter the marketplace, DCFS would engage future vendors through a competitive bid process.

Approve

Disapprove

Hold

CPB2012-736 Department of Information Technology

1) Submitting a sole source exemption, which will result in a contract with Pivotal Corporation in the amount not-to-exceed \$11,467.29 for maintenance on Respond Center Point software for the period 7/1/2011 – 6/30/2014.

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

Provide a detailed description of the product/service.

Respond Center Point is a software system that Customer Service department utilizes to document contact with citizens received via phone (Careline), email, walk in or letter. They are able to document the name of the caller (if known), note specific details about the call and keep a running log of all interaction with agency staff or other individuals affiliated with the case that they have talked to. Notes are time and date stamped and can be viewed only by individuals who have rights to the system.

Some of the types of calls documented are:

1. Information requests
2. EFS inquiries
3. Administrative Appeals
4. Formal and Informal complaints
5. Media alerts
6. Office projects

3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? X Yes 0 No

Annual maintenance support contract renewal would be needed.

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.

Maintenance contract is needed for software maintenance and upgrades, for customer support in case of problems or issues with the software and for training in the use of software as needed.

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 factors/qualifications.

Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.

The Respond Center Point software is owned by Cuyahoga County. It would be considerably higher price to replace the software. We need only maintenance support.

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?

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.

N/A

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.

N/A

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

If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?

Indicate whether the department has previously acquired the same goods or services. . If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.

Last contract for maintenance of Respond Center Point was sole source. Contract Period: 07/01/10-06/30/11

Price: \$3,464.30

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?

Describe specific steps, and/or alternate solutions under consideration.

N/A

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

Requested the vendor for the best possible price.

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

Indicate any price comparisons or other benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.

Cuyahoga County owns the software. No other vendor could provide the support for this product.

5% annual increase in price seems reasonable for the service the vendor provides- technical support, upgrades, bundles, access to customer portal, etc.

12. Amount to be paid: \$3,637.52

Approve

Disapprove

Hold

D. Consent Agenda

CPB2012-737 Office of Procurement & Diversity Recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E).

Approve

Disapprove

Hold

CPB2012-738 Department of Public Safety and Justice Services Public Safety Grants, submitting an amendment to Agreement No. AG1200096-01 with Lake County Board of Commissioners for reimbursement of eligible expenses in connection with the FY2009 State Homeland Security-Law Enforcement Grant Program for the period 8/1/2009 – 5/31/2012 to extend the time period 7/31/2012; no additional funds required.

Funding Source: 100% FY2009 State Homeland Security-Law Enforcement Grant

- Approve
- Disapprove
- Hold

CPB2012-739 Department of Public Safety and Justice Services Public Safety Grants, submitting amendments with various providers for reimbursement of eligible training and exercise expenses in connection with the FY2008 Port Security Grant program for the period 8/1/2008 – 6/30/2012 to extend the time period to 6/30/2013; no additional funds required:

- a) Agreement No. AG1100046-01 with City of Cleveland
- b) Contract No. CE1100266-01 with Norfolk Southern Railway Company

Funding Source: 100% FY2008 Port Security Grant

- Approve
- Disapprove
- Hold

CPB2012-740 Department of Public Safety and Justice Services Public Safety Grants, submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 5/15/2012 – 11/15/2012:

- a) City of Cleveland in the amount not-to-exceed \$7,641.12.
- b) City of Highland Heights in the amount not-to-exceed \$440.25.

Funding Source: 100% FY2009 Port Security Grant

- Approve
- Disapprove
- Hold

CPB2012-741 Department of Public Safety and Justice Services Public Safety Grants, submitting amendments to various contracts for reimbursement of eligible expenses in connection with the FY2009 Port Security Grant Program for the period 6/1/2009 – 5/31/2012 to extend the time period to 5/31/2013; no additional funds required:

- a) Contract No. CE1100690-01 with Norfolk Southern Railway Company.
- b) Contract No. CE1200034-01 with Aqua Ohio, Inc

Funding Source: 100% FY2009 Port Security Grant

- Approve
- Disapprove
- Hold

CPB2012-742 Office of Procurement and Diversity Presenting BuySpeed purchases for the week of August 13, 2012

- Approve
- Disapprove
- Hold

CPB2012-743 Department of Development Presenting voucher payments between August 6, 2012- August 10, 2012

- Approve
- Disapprove

___Hold

V. Other Business

VI. General Business

VII. Public Comment: There was no public comment

VIII. Adjournment: The meeting was adjourned at 12:00 PM