

Minutes

Contracts and Purchasing Board

County Administration Building, 4th Floor

August 27, 2012 11:30 PM-Amended

I. Call to Order: The meeting was called to order At 11:49 AM

II. Review and Approve Minutes: The minutes were approved as written, Lenora Lockett abstained

III. Public Comment: There was no public comment

IV. Contracts and Awards

A. Tabled Items

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% General Funds

☒ Approve

☐ Disapprove

☐ Hold

B. Scheduled Items

CPB2012-765 Department of Health & Human Services Division of Employment and Family Services, submitting a contract with Starting Point for referral agency services in the amount of \$70,704.00 for the period of 8/1/2012 - 7/31/2013.

Funding Source: 100% Federal Child Care Administration funds

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-766 Department of Information Technology Submitting a contract with TEC Communications, Inc. in the amount not-to-exceed \$31,500.00 for a phone registration application software system for Foster Parent registrations for the period 8/1/2012 - 3/31/2013.

Funding Source: 100% General Fund

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-767 Department of Information Technology Submitting a contract with SHI International Corp. in the amount not-to-exceed \$780.69 for maintenance and support services of TOAD and Quest software for the Division of Children & Family Services for the period 6/1/2012 - 6/30/2013.

Funding Source: 100% General Fund

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-768 Department of Information Technology Submitting a state contract with Environmental Systems Research Institute, Inc. in the amount not-to-exceed \$10,205.00 for maintenance on ArchInfo Concurrent Use software for the period 1/1/2012 - 12/31/2012.

Funding Source: 100% General Fund

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-769 Department of Public Safety & Justice Services Witness Victim, submitting a contract with United Way of Greater Cleveland in the amount not-to-exceed \$19,500.00 for information and referral services for the Defending Childhood Initiative for the period 9/1/2012 - 9/30/2013.

Funding Source: 100% US Dept. of Justice-Defending Childhood Grant

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-770 Department of Public Safety and Justice Services Recommending an award on RQ22826 and enter into a contract with Sport Spirit, Inc. dba Readiness Co. in the amount not-to-exceed \$10,000.00 for consultant services for Citizen Corps and Community Emergency Response Team Programs for the period 7/1/2012 - 2/28/2013.

Funding Source: 100% FY2010 State Homeland Security Grant Program (SHSGP)

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-771 Department of Public Works Submitting a contract with The Craun-Liebing Company, sole source, in the amount not-to-exceed \$75,000.00 for maintenance and repair of Gorman Rupp Pumps and equipment for the period 9/1/2012 - 3/31/2013.

Funding Source: 100% Sanitary Sewer Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-772 Department of Workforce Development1. Submitting a contract with Cynergies Consulting, Inc. in the amount not-to-exceed \$4,000.00 for the On-the-Job Training Program for the period 7/23/2012 - 11/26/2012.

2. Submitting a contract with Menorah Park Center for Senior Living Bet Moshav Zekenim Hadati in the amount not-to-exceed \$2,402.24 for the On-the-Job Training Program for the period 8/1/2012 - 12/31/2012.

3. Submitting a contract with 1 EDI Source, Inc. in the amount not-to-exceed \$5,454.16 for the On-the-Job Training Program for the period 4/30/2012 - 9/30/2012.

4. Submitting a contract with University Hospitals Health System, Inc. in the amount not-to-exceed \$2,750.00 for the On-the-Job Training Program for the period 7/2/2012 - 8/31/2012.

Funding Source: 100% Workforce Investment Act Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-773 Medical Examiner Submitting a contract with Calibrate, Inc. in the amount not-to-exceed \$19,600.00 for maintenance and calibration on pipettes for DNA analysis for the period 9/1/2012 - 12/31/2014.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-774 Medical Examiner

1) Plans to amend a contract with Advantra Group Inc. to extend the time period an additional four months, from September 1st, 2012 – December 31st, 2012 for biomedical waste removal and seeks an additional amount of \$4,224.00.

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

There is a need to extend the existing contract an additional four months, 9/1/2012-12/31/2012; as well as add an additional \$4,224.00 to this contract.

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

The original contract amount was \$88,566 with one prior amendment of \$6,000. The MEO is requesting an additional amount of \$4,224.00. The additional funds will be made up of the following: \$791 from the MEO General Fund; \$2,868 from Common Pleas/Adult Probation; and \$565 from Juvenile Court. The Sheriff's Department does not need to increase its funds.

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

The MEO followed protocol in an effort to secure a new contract for biomedical waste removal for the four County agencies listed above in section #1. Unfortunately, the vendors were either non-responsive or non-compliant with the County's bid specifications; therefore, we have to repeat the process. We are currently in the process of soliciting bids for a new 3 year contract.

In an effort to continue to maintain a safe work environment at all four County agencies, the MEO is requesting this amendment to allow continuation of service from Advantra Group Inc. for the removal of biomedical waste through December 31st, 2012 and seek an additional \$4,224.00

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

Our current contract is with Advantra Group Inc, we are currently in the process of securing a new contract, however, the current contract is expiring on August 31st, 2012 and we are in dire need of continuing service for all 4 County agencies.

5. What ultimately led you to this product or service? Why was the recommended vendor selected?
Advantra Group Inc. won the bid in 2010 for the County's biomedical waste removal contract.

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.

We are currently seeking a new contract through a formal competitive bid process, however, we have a current need to continue the safe and timely removal of the biomedical waste that accumulates at all four County agencies.

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 are in the process of securing bids for a new 3 year contract for the removal of biomedical waste.

2) Submitting an amendment to Contract No. CE1000750-03 with Advantra Group, Inc. for biomedical waste removal services for the Medical Examiner, Common Pleas Court/Adult Probation Department, Juvenile Court and County Sheriff's Office for the period 9/1/2010 - 8/31/2012 to extend the time period to 12/31/2012, and for additional funds in the amount not-to-exceed \$4,224.00.

Funding Source: 61% from of the Medical Examiner's Office General Fund; 27% from the Common Pleas/Adult Probation General Fund; 7% from the Juvenile Court General Fund; and 5% from the Sheriff's General Fund.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-775 Office of Procurement & Diversity Recommending an award on RQ23243 and enter into a Contract No. CE1200554-01 with The Millcraft Paper Company (14-4) in the amount not-to-exceed \$82,909.23 for cut sheet paper and envelopes for the period 9/1/2012 - 8/31/2014. (Deputy Chief Approval No. DC2012-49 - authority to advertise.)

Funding Source: 100% General Fund ☒ Approve
☐ Disapprove
☐ Hold

C. Exemption Requests

CPB2012-776 Common Pleas Court Submitting an RFP exemption on RQ12853, which will result in an amendment to Contract No. CE0800654-03 with Sadler-NeCamp Financial Services, Inc. dba PROWARE for maintenance on the Civil Criminal Justice Information System for the period 1/1/2008 - 1/31/2013 for additional funds in the amount not-to-exceed \$173,645.00.

Justification: Common Pleas Court 2012 Sole Source Amend CE0800654/RQ12853

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

Contract time period is 01/01/08 – 01/31/13; Amend is to add a foreclosure module for use by the Sheriff's Office and requiring software development and implementation.

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

Original contract: \$9,703,662 (97.74%)

Amendments to date: additional \$50,276 (.51%)

This request: additional \$173,645 (1.75%)

Total amended contract: \$9,927,583

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

This is a sole source vendor with proprietary rights of the PROWARE custom software application used by the Court of Common Pleas and the Clerk of Courts. This amendment will extend the use of PROWARE to the Cuyahoga County Sheriff's Office.

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

No other vendors were included due to the proprietary rights of Sadler NeCamp Financial Services, Inc.

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

No other vendors were included due to the proprietary rights of Sadler NeCamp Financial Services, Inc.

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 due to proprietary rights of the PROWARE custom software through Sadler NeCamp Financial Services, Inc.

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

Until there is a major decision on revamping the entire Court reporting system and replacing PROWARE, proprietary rights will dictate the sole source designation of this vendor.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-777 Department of Health and Human Service Division of Children & Family Services, submitting an RFP exemption on RQ24784, which will result in contracts with various providers each in the amount of \$5,000.00 for recruitment services for the Partners for Forever Families Initiative for the Adoption Opportunities Program.

- a) Catholic Charities (Fatima Center)
- b) The East End Neighborhood House
- c) Harvard Community Services Center
- d) Murtis Taylor Human Service System (Mt Pleasant)
- e) University Settlement, Inc.

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

The Cuyahoga County Division of Children and Family Services (CCDCFS) is requesting authorization to reimburse the following neighborhood collaboratives for the costs associated with various "out of the box" recruitment activities geared specifically towards the diligent recruitment of adoptive families for the grant's target population of teens and sibling groups:

East End Neighborhood House

Harvard Community Services Center

University Settlement, Inc.

Murtis Taylor Human Services System (Mt. Pleasant)

Catholic Charities (Fatima Center)

In 2008, CCDCFS was awarded a federal Adoptions Opportunities Grant via the United States Department of Health and Human Services, Administration for Children and Families, Children's Bureau to support the Partners for Forever Families initiative (PFFF) which focuses on diligent recruitment. This is a five year federal grant award for the period September 30, 2008 thru September 29, 2013 (award # 90CO1034).

61% from of the Medical Examiner's Office General Fund; 27% from the Common Pleas/Adult Probation General Fund; 7% from the Juvenile Court General Fund; and 5% from the Sheriff's General Fund. East End Neighborhood House – \$5,000

Harvard Community Services Center - \$5,000

University Settlement, Inc. - \$5,000

Murtis Taylor Human Services System (Mt. Pleasant) - \$5,000

Catholic Charities (Fatima Center) - \$5,000

Total - \$25,000 per year

Funds to support the Collaboratives are included in the \$400,000 annual award approved by the United States Department of Health and Human Services, Administration for Children and Families, Children's Bureau.

3. Rationale Supporting the Use of the Selected Procurement Method

(Include state contract # or GSA contract # and expiration date)

In 2008, CCDCFS was awarded a federal Adoptions Opportunities Grant via the United States Department of Health and Human Services, Administration for Children and Families, Children's Bureau to support the Partners for Forever Families initiative (PFFF). This is a five year grant award for the period September 30, 2008 thru September 29, 2013 (award # 90CO1034).

In accordance with the federal approved work plan, the Partners for Forever Families initiative targets 5 neighborhoods within the agency's existing Family to Family Neighborhood Collaborative structure. The aforementioned Collaboratives represent the targeted areas.

The federal grant award to CCDCFS is based on a collaborative partnership. The 5 Community Collaboratives were identified and included based on the targeted population identified in the grant.

4. What other available options and/or vendors were evaluated? If none, include the reasons why.
CCDCFS is in the 4th year of a five year grant award. The organizations were included as part of the original grant application submission in 2008 and the approved work plan. The federal grant award to CFS, in part, is based upon a collaborative partnership with these entities.

5. What ultimately led you to this product or service? Why was the recommended vendor selected?
The federal grant is based upon a collaborative grant application inclusive of the targeted neighborhood collaboratives.

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.

CFS is entering the 5th year of a five year grant award. The Year 4 work plan has been approved by the Federal Project officer responsible for monitoring the project through the Administration for Children and Families. Delays could impact a continuation of funding for the project by the United States Department of Health and Human Services, Administration for Children and Families, Children's Bureau.

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 federal grant award is based upon a collaborative grant application with the PFFF partners for the period of 9/30/2008 thru 9/29/2013.

☒ X Approve

☐ Disapprove

☐ Hold

CPB2012-778 Department of Health and Human Services Submitting an RFP exemption on RQ24725, which will result in a Contract with Maximus, Consulting Services, Inc. in the amount not-to-exceed \$1,075.00 for maintenance on the Quarterly Information Consolidation System Plus for the period 7/1/2012 - 12/31/2012.

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

Maximus Quarterly Information Consolidation System Plus (QuIC+) software is mandated by the Ohio Dept. of Job and Family Services (ODJFS) for the electronic reporting of County Dept. of Job and Family Services (CDJFS) expenditures and completion of monthly reports to ODJFS. The software's maintenance, training, and updating can only be provided by Maximus Consulting Services, Inc.

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

Total Contract: \$1,075.00

Breakdown: HHS Levy - \$358.34 – 34%

Federal & State - 716.66 – 66% (\$358.33 – 33% each)

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

Maximus Consulting Services, Inc. is the provider selected by ODJFS through their procurement process. All of Ohio's CDJFS are required to use this software for reporting purposes.

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

None – see number 3 above.

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

See number 3 above

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

CPB2012-779 Department of Health and Human Services Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption on RQ23133, which will result in an amendment to Contract No. CE0900604-01 with Starting Point for administration of various initiatives of the Universal Pre-Kindergarten Program for the Invest in Children Program for the period 8/1/2009 - 7/31/2012 to extend the time period to 7/31/2013 and for additional funds in the amount of \$566,865.00.

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

Management of the Universal Pre-Kindergarten (UPK) Management Information system (MIS); UPK Safety Net Scholarship program; implementation of the UPK family engagement, resource coordination, and program enhancement components to support the provision of high-quality Universal Pre-Kindergarten (UPK) programming in UPK sites.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)
\$566,865.00

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

Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga, and Ashtabula counties. Starting Point was selected through an RFP process conducted by ODJFS. As the child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing care for their children, child care providers in need of technical assistance and training and employers seeking quality child care for their employees.

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

Starting Point is the agency designated by ODJFS to serve as the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.

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

The services provided by Starting Point as Cuyahoga County's child care resource and referral agency are complementary to the services provided by Starting Point to the UPK sites under their state contract and allow for better coordination with statewide initiatives that are prerequisites for sites to participate in UPK such as Step Up to Quality. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated system.

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 in implementation of these components of the program would result in a delay of technical assistance and other quality enhancement supports for UPK sites that allows programs to maintain quality services and eligibility for continuation in UPK.. In addition, this would cause a delay in the administration of the child assessments that are used to guide instruction and serve as outcomes measures for UPK.

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

Use of the agency designated by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-780 Department of Information Technology Submitting an RFP exemption on RQ24638, which will result in an award recommendation for a state contract with TEC Communications, Inc. in the amount not-to-exceed \$31,500.00 for a phone registration application software system for Foster Parent registrations for the period 8/1/2012 - 3/31/2013. for the period 8/1/2012 - 3/31/2013.

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) Software, Software Upgrade, Project management and Configuration of Phone Registration Systems

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) \$31,500.00 100%- General Fund

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

State Contract needs posting on WEB, STS 533110-3018

4. What other available options and/or vendors were evaluated? If none, include the reasons why. Going out to bid for other resellers.

Department got informal quotes.

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

Need to replace and upgrade system to incorporate with VoIP Phone System

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.

Would still have the same result, TAC has already worked on the System and their work was above average.

7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. None, we are install system , hopefully it will work for years.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-781 Department of Information Technology Submitting a sole source exemption on RQ24296, which will result in a contract with Allen Systems Group, Inc. in the amount not-to-exceed \$25,309.46 for support and maintenance on PRO/JCL software for the period 2/11/2012 - 2/10/2015.

1. Vendor/Contractor Name: Allen Systems Group, Inc. (ASG)

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

PRO/JCL is a software product edits and checks Job Control Language (JCL) for jobs run on the IBM Enterprise Server.

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

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

This product is currently used by the Human Services for the jobs they run on the IBM Enterprise Server platform. Much of their work on this platform centers on forms that are printed and mailed to their clients.

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

This product has been used by the County for several years and is a part of the software environment of the IBM Enterprise Server environment, as it interfaces with the other software components on that platform. This product also enforces site specific standards and optimizes JCL.

6. Were alternative goods/services evaluated?

Software evaluation is based on function that is provided and compatibility with other software components. Product selection is based on the same factors and price. This product works in conjunction with software in use on the IBM Enterprise Server including IMS and DB2 database products and z/OS operating system.

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

Explained in 5 and 6.

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

The department has previously acquired the same goods or services. Price for 2010 – 2011 was \$8,188.38.

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?

None.

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

Obtained three year pricing.

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

Obtained pricing for three-year contract to prevent price increases over the next three years. Could not obtain pricing through resellers as it is a sole source product.

12. Amount to be paid: Not to exceed \$25,309.46

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-782 Department of Information Technology Submitting an RFP exemption on RQ24591, which will result in a state contract with Endicotts in the amount not-to-exceed \$208,150.00 for maintenance on Kodak scanners for various County departments for the period 7/1/2012 - 6/30/2013.

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) Maintenance of Kodak Scanners Countywide used for document imaging.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) \$208,150.00 100%- General Fund

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

State of Ohio MMA # 7090 or lowest bid

4. What other available options and/or vendors were evaluated? If none, include the reasons why. Going out to bid for other resellers.

Replace existing Kodak scanners with a new brand. This would not be cost effective.

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

County owns about 45 Kodak scanners, they need authorized maintenance. County relies on High Speed Kodak scanners for maintaining records. These are mission critical tools that require authorized maintenance.

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.

Scanners can only be maintained by authorized technicians, and only a few vendors can re-sell the service. This is a yearly process we know that only a few companies can resell the Kodak service.

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 long as the county has Kodak scanners needing maintenance.

☒X__ Approve

☐ Disapprove

☐ Hold

CPB2012-783 Department of Information Technology Submitting an RFP exemption on RQ24597, which will result in a state contract with En Point Technologies Sales, Inc. for \$3,577,071.15 for a Microsoft Enterprise Agreement for the period 6/30/2012 - 6/29/2017.

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

Microsoft Enterprise Agreement

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

\$3,577,071.15

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract# or GSA contract# and expiration date)

Posted on Web to get quotes lower than STS

4. What other available options and/or vendors were evaluated? If none, include the reasons why.
Going out to bid for other resellers.

Posted on web with the option of getting lower quotes

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

By purchasing a Microsoft Enterprise License Agreement the County will save from buying individual licenses at a much higher rate.

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.

Posting on WEB will insure the County of a greater savings without wasting the time and cost of a RFP.

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

Continue purchasing MS licenses through an Enterprise Agreement

☒X__ Approve

☐ Disapprove

☐ Hold

CPB2012-784 Department of Public Safety and Justice Services Submitting an RFP exemption on RQ24632, which will result in a U.S. Communities/Joint Cooperative Purchase award recommendation to Safeware, Inc. in the amount of \$51,237.60 for 1110-units of Duodote Auto-injector Anti-Nerve agent.

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

This purchase is for 1110 units of Duodote Auto-injector Anti-nerve agent. This medication will be provided to first responder specialty teams (Hazmat, Tactical EMS) in the event of exposure to nerve agent release, most likely occurring during a response to a terrorist incident prior to detection of the agent.

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

The quote from Safeware, Inc for this purchase is \$51,237.60.

The funding source is FY2010 State Homeland Security Grant Program. No local/county match is requested.

3. Rationale Supporting the Use of the Selected Procurement Method

Cuyahoga County is a member of the U.S. Communities Cooperative Purchasing Program. This program provides competitive pricing based on the power of this quote being the same for all member agencies. This purchase method reduces the procurement time, placing the equipment into service months earlier. The end-users current cache of Duodote expired in 2010.

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

The county purchased this medication in 2010 for distribution to all first responders. That purchase bid purchase began in July, 2009. The medication was delivered in March, 2010, following two open bid solicitations. The current price is competitive based on three years and one-fourth the quantity.

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

The Public Safety Urban Area Working Group has supported the purchase of nerve agent antidote for first responders using grant funds two previous times. This investment allows first responders treatment when responding to an incident where nerve agent or insecticide exposure has unknowingly occurred.

Safeware, Inc was selected because they have the U.S. Communities contract for first responder/Homeland Security related items.

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.

As explained in #4, the current cache of Duodote with the four county/regional Hazmat Teams expired in 2010. Using this purchasing method significantly speeds the ability to get current medications in the hands of the responders most likely to be exposed to this kind of terrorist attack

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

Many of the equipment choices of the regional first responders are supplied under state/GSA/cooperative purchasing contract. The vendors have already negotiated lowest-pricing with the purchasing program.

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-785 Medical Examiner

1. Submitting a sole source exemption on RQ24908, which will result in a contract with Nova Biomedical Corporation in the amount of \$4,324.00 for Reagent Kit Modules and Calibrators for a Nova CCX Electrolyte Analyzer.

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

A service contract for an electrolyte analyzer, Nova Biomedical CCX.

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

If yes, please provide details regarding future obligations and/or needs.

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

The service contract is for two years and has to be renewed at it's expiration.

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

The Nova Biomedical CCX electrolyte analyzer is our instrument dedicated to measuring sodium, potassium, chloride, glucose, magnesium, calcium, urea and creatinine in the vitreous humor. This instrument is high maintenance and it is cost effective to have a service contract. It is the only instrument in the lab that has a service contract because we are able to repair and maintain other instruments in house.

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

Nova Biomedical is the only company that manufactures this instrument and therefore they are the only source available for a service contract.

6. Were alternative goods/services evaluated?

NO, Nova Biomedical is the only company that manufactures this instrument and therefore they are the only source available for a service contract.

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

None

8. Has your department bought these goods/services in the past? ☐X Yes

The Nova Biomedical CCX is a new instrument and replaced the Nova Biomedical 16. The latter has had a service contract and this contract will expire in August 2012. We wish to continue the service contract, but on the new instrument.

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?

None, as there are no other options.

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

A multi-year discount was requested, however, Nova Biomedical does not offer this discount, the price will be locked in for 2 years.

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

It is comparable to what has been charged in past years.

12. Amount to be paid: _____\$10,450.00

☒X Approve

☐ Disapprove

☐ Hold

D. Consent Agenda

CPB2012-786 Department of Health and Human Services Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1100634-01 with Educational Service Center of Cuyahoga County for fiscal and administrative services for the Help Me Grow Home Visiting Program for the period 7/1/2011 - 6/30/2012 to extend the time period to 6/30/2013; no additional funds required.

☒X Approve

☐ Disapprove

☐ Hold

CPB2012-787 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 - 7/31/2012 to extend the time period to 12/31/2012, to change the terms, effective 8/1/2012; no additional funds required.

☒X Approve

☐ Disapprove

☐ Hold

CPB2012-788 County Sheriff Office Submitting an amendment to Contract No. CE1200039-01 with Consilium Staffing, LLC for medical and psychiatric services for the period 1/1/2012 - 12/31/2012 to change the scope of services; no additional funds required.

Funding Source: 100% General Fund

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-789 Department of Development Presenting voucher payments between August 16, 2012-August 22, 2012

☒ Approve

☐ Disapprove

☐ Hold

E. Amended Calendar-New Items

CPB2012-790 Department of Health and Human Services Division of Senior and Adult Services, submitting a contract with Evergreen Alliance Golf Limited, LP dba LaCentre Conference & Banquet Facility in the amount not-to-exceed \$16,177.50 for the Conference on Aging/Space Rental for the period 10/19/2012.

Funding Source: 100% Health and Human Service Levy

☒ Approve

☐ Disapprove

☐ Hold

CPB2012-791 Office of Procurement and Diversity Presenting voucher payments between August 16, 2012-August 27, 2012

☒ Approve

☐ Disapprove

☐ Hold

V. Other Business

VI. General Business: Reminder due to the Labor Day Holiday, next week's meeting will take place on Tuesday, September 4th.

VII. Public Comment: There was no public comment

VIII. Adjournment: The meeting was adjourned at 12:23 PM