

Contracts and Purchasing Board  
 County Administration Building, 4<sup>th</sup> Floor  
 September 4, 2012 11:30 PM

- I. Call to Order
- II. Review and Approve Minutes
- III. Public Comment
- IV. Contracts and Awards
  - A. Tabled Items
  - B. Scheduled Items

Item	Requestor	Description	Board Action
CPB2012-792	Department of Development	<p>1) Submitting a contract with American Building and Kitchen Products Inc. in the amount of \$11,400.00 for Lead Remediation for property located at 1871 Knowles Avenue, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 9/4/2012 - 11/3/2012.</p> <p>2) Submitting a contract with Paragon CMS in the amount of \$19,760.00 for Lead Remediation for property located at 3170 Ludlow, Shaker Heights, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 9/4/2012 - 11/3/2012.</p> <p>Funding Source:100% FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-793	Department of Information Technology	<p>Submitting a state contract with TEC Communications in the amount not-to-exceed \$24,500.00 for support services on Network Infrastructure Support hardware and software for the period 9/1/2012 - 7/1/2013.</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>
CPB2012-794	Department of Information Technology	<p>Submitting a contract, sole source, with TimeLink International Corporation, sole source, in the amount not-to-exceed \$36,523.91 for maintenance on Synapps System Software for the Office of Human Resources for the period 10/1/2011 - 9/30/2013.</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>
CPB2012-795	Department of Public Safety and Justice Services	<p>Submitting a contract with Shade Enterprises LLC in the amount not-to-exceed \$18,000.00 for the Risk-Based School Emergency Planning Project for the period 9/4/2012 - 9/30/2012. (Deputy Chief Approval No. DC2012-100 - authority to seek proposals).</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>

CPB2012-796	Department of Public Safety and Justice Services	<p>Submitting a contract with Stephen Campbell &amp; Associates, Inc., in the amount not-to-exceed \$22,000.00 for maintenance on the CyberTech and Dynamic Instruments Recording System for use by various County Departments:</p> <p>a) with Medical Examiners for the period 10/1/2012 - 9/30/2015.  b) with Cuyahoga Emergency Communications System for the period 10/1/2012 - 9/30/2015.  c) with County Sheriff's Office for the period 10/1/2014 - 9/30/2015.</p> <p>Funding Source:100% General Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-797	Department of Public Works	<p>Submitting a Wetland Mitigation Purchase Agreement with Ohio Wetlands Foundation in the amount of \$67,200.00 for the purchase of 1.6 acres of forested wetlands mitigation credits.</p> <p>Funding Source:100% Road and Bridge Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-798	Department of Public Works	<p>Recommending an award on RQ21216 and enter into a contract with Heritage Land Services, Inc. in the amount not-to-exceed \$76,225.00 for right-of-way acquisition services - appraisal reviews, in connection with the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma. (Executive Approval No. EA2011-0969 - authority to seek qualifications).</p> <p>Funding: 50% Federal Funding, 50% County Funding</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-799	Office of Procurement & Diversity	<p>Recommending an award on RQ24632 to Safeware, Inc. in the amount of \$51,237.60 for 1110-Units of Duodote Auto-Injector Anti-Nerve agent for the Department of Public Safety and Justice Services. (Joint Purchasing Program/US Communities No. 4400001839).</p> <p>Funding Source: 100% FY10 SHSGP funds (State Homeland Security Grant Program</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

C. Exemption Requests

Item	Requestor	Description	Board Action
CPB2012-800	Department of Public Safety and Justice Services,	<p>Submitting an RFP exemption on RQ24802, which will result in a contract with Domestic Violence and Child Advocacy in the amount of \$253,911.64 for the Ujima Project for the period 10/1/2012 - 9/30/2013.</p> <p><b>1. Description of Supplies or Services (If contract</b></p>	

		<p><b>amendment, please identify contract time period and/or scope change)</b></p> <p>The purpose of this contract is to engage in highly specialized services to African American female victims of domestic violence. The program model utilizes African American cultural values and perspectives in order to better engage and serve this population, which is traditionally underserved. Services include outreach, advocacy, group and individual counseling.</p> <p><b>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</b></p> <p>The total contract value is \$253,911.64. Funding is 100% US Department of Justice, Grants to Encourage Arrest</p> <p><b>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</b></p> <p>The program was created by the Domestic Violence &amp; Child Advocacy Center and delivery of the program by Domestic Violence &amp; Child Advocacy Center was approved by the US Department of Justice as a condition of the full Encourage Arrest award made to Cuyahoga County.</p> <p><b>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</b></p> <p>The program was created by Domestic Violence &amp; Child Advocacy Center. They are the only specialized, not-for-profit domestic violence agency in the County. The Ujima project was approved by the US Department of Justice as a condition of the full Encourage Arrest award made to Cuyahoga County.</p> <p><b>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</b></p> <p>African American female victims of domestic violence are traditionally underserved, yet make up a majority of domestic violence victims and victims of domestic violence homicides. Cuyahoga County recognized the need to engage specialized services that build on cultural norms and more effectively engage this population. Domestic Violence &amp; Child Advocacy Center is the only not-for-profit organization that delivers this service.</p>	
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CPB2012-801	Department of Public Safety and Justice Services	<p>Submitting an RFP exemption on RQ24963, which will result in a contract with Domestic Violence and Child Advocacy Center in the amount of \$50,000.00 for the Safe Havens program for the time period 1/1/2012 - 3/30/2013.</p> <p><b>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</b>  The purpose of this contract is to complete a planning process to expand supervised visitation services in Cuyahoga County, and to bring them in line with the operating guidelines established by the US Department of Justice, Office on Violence Against Women.</p> <p><b>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</b>  The total contract value is \$50,000.00  Funding is 100% US Department of Justice, Office on Violence Against Women, Safe Havens program.</p> <p><b>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</b>  The funding opportunity was open only to already operational supervised visitation centers. Domestic Violence and Child Advocacy’s Safe and Sound Visitation Center is the only supervised visitation center in the County.</p>	

		<p><b>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</b>  No other vendors met the minimum qualifications of the funding opportunity. The funding opportunity was open only to already operational supervised visitation centers. Domestic Violence and Child Advocacy’s Safe and Sound Visitation Center is the only supervised visitation center in the County.</p> <p><b>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</b>  Domestic Violence and Child Advocacy Center operates the only supervised visitation center in Cuyahoga County. The expansion of the center is critical given the growing need for such services amidst contentious divorces, separations, and other domestic issues that place families at risk. Cuyahoga County Court of Common Pleas Domestic Relations Division as well as Juvenile Division are both key partners that work with Domestic Violence &amp; Child Advocacy Center.</p> <p><b>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.</b>  A competitive bid is not possible due to the terms of the grant. The opportunity was available only to already operating supervised visitation centers, yet required a public applicant and a body of public partners.</p> <p><b>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</b>  The County will consider methods of competitive bid for this service when and if additional supervised visitation centers open within the County.</p>	<p>___ Approve  ___ Disapprove  ___ Hold</p>
CPB2012-802	Department of Public Safety & Justice Services	<p>1) Submitting a sole source exemption on RQ24930, which will result in an award recommendation to Carasoft in the amount of \$2,872.74 for licenses and support services on the TerraGo Publisher for ArcGIS software.</p> <p><b>2. What is the product/service that you seek to acquire?</b>  TerraGo Publisher for ArcGIS and an Annual Support Subscription</p> <p><b>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need?</b>    x Yes    <input type="checkbox"/>  No</p>	

		<p>There is an annual support subscription fee, but there is not an annual cost for the actual software license.</p> <p><b>4. Why do you need to acquire these goods or services?</b>  The Office of Emergency Management's current GeoPDF Map is outdated and this software will enable us to maintain and update map when necessary. The key feature of the GeoPDF is that these interactive maps can be used without internet access, which is a possibility as a result of a disaster.</p> <p><b>5. Why are the requested goods/services the only ones that can satisfy your requirements?</b>  Delta State University created a GeoPDF of Cuyahoga County for free using the TerraGo Technologies product. The GeoPDF Maps are georeferenced files that contain information layers from GIS and other sources of geospatial information. The maps are published in PDF form making it easy to distribute and can be used by anyone with access to the free Adobe Reader software. The Office of Emergency Management must acquire this software in order to update GIS information on the GeoPDF as needed.</p> <p><b>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable?</b>  No alternatives were evaluated since Delta State used this product for the creation of Cuyahoga County's initial, free of charge GeoPDF.</p> <p><b>7. Identify specific steps taken to negate need for sole source provider.</b>  No specific steps were taken to negate need for sole source provider because Delta State created GeoPDF for Office of Emergency Management with TerraGo Technologies software.</p> <p><b>8. Has your department bought these goods/services in the past?</b>    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No  No. This software was not purchased by Office of Emergency Management in the past. Delta State created GeoPDF free of charge utilizing TerraGo Technologies software.</p> <p><b>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?</b>  This is a one-time purchase of the TerraGo Publisher</p>	
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		<p>Software license.</p> <p><b>10. What efforts were made to get the best possible price?</b> Sales Representative for TerraGo Technologies added training at no additional charge.</p> <p><b>11. Why is the price for this purchase considered to be fair and reasonable?</b> No price comparisons were made since GeoPDF was created using TerraGo Technologies software and the same software must be purchased in order to update and maintain these maps.</p> <p>12. Amount to be paid: <u>  \$2,872.74  </u></p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
CPB2012-803	Department of Health and Human Services	<p>Community Initiatives Division Office of Early Childhood, submitting an RFP exemption, which will result in amendments to contracts with various providers on RQ13956 for Universal Pre-Kindergarten Program services for the Invest in Children Program for the period 8/1/2009 - 7/31/2012:</p> <p><b>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</b> High-quality Universal Pre-Kindergarten (UPK) programming that promotes development and school-readiness to children 3 through 5 years of age, not enrolled in kindergarten.</p> <p><b>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</b> Original Contract Amount for Creative Kids: \$97,951.00  Amendment 1: \$0; line item revision  Amendment 2: \$97,993.71  Amendment 3: (\$17,755.00)  Amendment 4: \$108,254.93  Current request: \$10,174.00  Total value of contract if this request is approved: \$296,618.64</p> <p>Original Contract Amount for Kiddie City Child Care Community, Inc.: \$35,478.00  Amendment 1: \$16,000.00  Amendment 2: \$50,094.33</p>	

		<p>Amendment 3: \$12,955.00  Amendment 4: \$79,176.02  Current request: \$14,692.00  Total value of contract if this request is approved:  \$172,917.35</p> <p>Original Contract Amount for Center for Families and Children - Mather Child Care: \$169,317.00  Amendment 1: (\$28,457.00)  Amendment 2: \$109,075.97  Amendment 3: (\$5,740.40)  Amendment 4: \$124,789.31  Current request: \$14,920.00  Total value of contract if this request is approved:  \$383,904.88</p> <p>Original Contract Amount for Center for Families and Children - McMillan Child Care: \$187,998.00  Amendment 1: \$162,553.08  Amendment 2: \$5,196.00  Amendment 3: \$197,131.42  Current request: \$0; line item revision  Total value of contract if this request is approved:  \$552,878.50</p> <p>Original Amount for West Side Ecumenical Ministry: Youth and Family Learning Center: \$289,146.00  Amendment 1: \$75,157.26  Amendment 2: (\$64,622.00)  Amendment 3: \$150,094.27  Amendment 4: \$11,824.16  Current request: \$0; line item revision  Total value of contract if this request is approved:  \$461,599.69</p> <p>Original Contract Amount for Early Childhood Enrichment Center: \$180,735.00  Amendment 1: \$16,000.00  Amendment 2: \$168,959.06  Amendment 3: \$28,300.00  Amendment 4: \$191,504.98  Current request: \$0; line item revision  Total value of contract if this request is approved:  \$404,764.04</p> <p>Original Contract Amount for Horizon Activities Center:  \$332,995.00  Amendment 1: \$0; line item revision</p>	
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		<p>Amendment 2: \$204,873.09  Amendment 3: (\$65,477.00)  Amendment 4: \$276,421.85  Current request: \$0; line item revision  Total value of contract if this request is approved:  \$748,812.94</p> <p>Original Contract Amount for Guidestone - Family Life  Child Care Center of Lakewood: \$70,890.00  Amendment 1: \$33,801.00  Amendment 2: \$86,456.09  Amendment 3: (\$10,000.00)  Amendment 4: \$100,492.44  Current request: \$1,000.00  Total value of contract if this request is approved:  \$283,639.53</p> <p>Original Contract Amount for Guidestone - Family Life  Child Care Center of Maple Heights: \$56,583.00  Amendment 1: \$3,076.00  Amendment 2: \$57,803.22  Amendment 3: \$2,100.00  Amendment 4: \$73,311.45  Current request: \$7,000.00  Total value of contract if this request is approved:  \$199,873.67</p> <p>Original Contract Amount for Guidestone - Family Life  Child Care Center of Middleburg Heights: \$39,815.00  Amendment 1: \$0.00; line item revision  Amendment 2: \$43,055.05  Amendment 3: \$13,100.00  Amendment 4: \$61,604.17  Current request: \$5,500.00  Total value of contract if this request is approved:  \$163,074.22</p> <p>Original Contract Amount for Brooklyn City School District:  \$76,305.00  Amendment 1: \$48,853.47  Amendment 2: \$100,440.80  Current request: \$8,459.00  Total value of contract if this request is approved:  \$234,058.27</p> <p>The overall project is funded by 80% HHS levy funds and  20% private grant funds.</p>	
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		<p><b>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</b>  The named vendors currently providing UPK services were selected through a Request for Proposal process in 2009 (RQ13956). The Request for Proposal states that “contracts will be awarded a contract for the time period August 1, 2009 through July 31, 2010 with a possible contract extension for up to two years (August 1, 2010 - July 31, 2011 and August 1, 2011 to July 31, 2012) dependent on budgetary considerations and contract performance”. These vendors have adequately performed services as outlined in their contracts and subsequent amendments and as indicated on the contract evaluations forms for each vendor.</p> <p><b>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</b>  No other vendors were evaluated for participation in UPK for the 2011-2012 program year. Current vendors for UPK services were selected through an RFP process in 2009 (RQ13956) and were subject to annual on-site monitoring as a condition of their continuation as a UPK vendor through the three-year period outlined in the original RFP. The Office of Early Childhood does not have the authority to conduct on-site monitoring of vendors with whom it does not have a contract for UPK services.</p> <p><b>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</b>  Current vendors for UPK services were selected through an RFP process in 2009 (RQ13956) and were subject to annual on-site monitoring as a condition of their continuation as a UPK vendor through the three-year period outlined in the original RFP.</p> <p><b>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.</b>  Continuity of care and maintenance of a high quality preschool program for children over the years that they are enrolled in UPK is key to the program’s success. An annual RFP would be counter to the basic tenets of high quality child care which focuses on maintaining program stability for young children.</p>	
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		<p><b>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</b> The County issued a new Request for Proposal for UPK services in March of 2012.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
CPB2012-805	Department of Health and Human Services	<p>Division of Children and Family Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE1100582-01 with Case Western Reserve University on behalf of The Begun Center for Violence Prevention Research and Education for evaluation and planning services for various initiatives for the Cuyahoga Tapestry System of Care for the period 7/1/2011 - 6/30/2012 to extend the time period to 12/31/2012; no additional funds required.</p> <p><b>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</b> The Division of Children and Family Services (DCFS) is requesting authorization to amend a contract for additional time only. The timeframe for this contract amendment is being modified from the original timeframe of July 1, 2011 to June 30, 2012 to July 1, 2011 to December 31, 2012.</p> <p><b>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</b> 1. This project is funded 100% HHS Levy Funds 2. Original contracted amount \$425,000.00 3. No additional dollars needed (\$0.00) 4. Expenditures to date (5/31/12): \$285,312.16</p> <p><b>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract# or GSA contract# and expiration date)</b> This contract was exempt from the bid process (approved at Executive Board of Control)</p> <p><b>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</b> None. This is an amendment to extend the contract period. Cuyahoga Tapestry System of Care (CTSOC) is in the process of creating an RFP for evaluation services that</p>	

		<p>will utilize a full and open procurement method.</p> <p><b>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</b>  The vendor has been involved with Cuyahoga Tapestry System of Care CTSOC since its inception and therefore possesses significant content expertise which is critical to the continuity of evaluation efforts.</p> <p><b>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.</b>  The vendor is centralized and sole source data collection for System of Care and cross system development data.</p> <p><b>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</b>  Tapestry is in the process of creating an RFP for evaluation services that will utilize a full and open procurement method.</p>	<p>___ Approve  ___ Disapprove  ___ Hold</p>
<p>CPB2012-806</p>	<p>Department of Information Technology</p>	<p>Submitting an RFP exemption on RQ24464, which will result in an award recommendation for a state purchase to TEC Communications, Inc. in the amount of \$63,744.00 for 160 Cisco 7942G IP Phones and 96 Cisco 7962 IP Phones.</p> <p><b>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</b>  160 Cisco 7942G IP Phones with maintenance and 96 Cisco 7962G IP Phones with Maintenance</p> <p><b>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</b>  The amount of this purchase is not to exceed \$63,744.00.</p> <p><b>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</b>  The Communications department is currently out of these phones and having them in stock provides better service to the County Agencies by allowing for prompt replacement of broken units and quicker deployment of new phones. Phone service could be seriously disrupted if</p>	

		<p>it is necessary to wait for the completion of the return or purchasing process when phones are needed.</p> <p><b>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</b> 2 other vendors were evaluated but were more expensive.</p> <p>MNJ Technologies Public Sector LLC. Texcel, Inc.</p> <p><b>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</b> The county requires this equipment and TEC Communications were able to provide it at the lowest cost.</p> <p><b>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.</b> Competitive bidding was transparent in this request.</p> <p><b>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</b> We will continue to request quotes from multiple vendors.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2012-807	Department of Development	Submitting an amendment to Contract No. CE1200120-01, 02 with Partners Environmental Consulting Inc., for brownfield environmental site assessment of property located at 826 East Schaaf Road, Brooklyn Heights for the period 2/27/2012 - 8/25/2012 to extend the time period 9/30/2012, to change the terms effective 9/4/2012; no additional funds required.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-808	Department of Development	/Airport Division, submitting an amendment to Contract No. CE1100533-01, 02 with Tri Mor Corporation for the Year Two Pavement Maintenance Program: Aprons A1, B reconstruction and Aprons A2, C, D1 rehabilitation for the period 8/9/2011 - 8/31/2012 for a decrease in the amount of (\$40,000.00).	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2012-809	Department of Health and Human Services	Division of Children & Family Services, submitting an amendment to Contract No. CE1000872-01 with West Side Ecumenical Ministry for child and family-focused services for the period 12/1/2010 - 11/30/2012 to change the name from West Side Ecumenical Ministry to Center for Families and Children, effective 4/18/2012; no additional	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		funds required.	
CPB2012-810	Department of Public Safety and Justice Services	<p>1) Public Safety Grants, submitting an agreement with the City of Brecksville in the amount not-to-exceed \$1,423.20 for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 5/30/2012 - 11/30/2012</p> <p>2) 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:</p> <p>a) City of Lakewood in the amount not-to-exceed \$564.71.</p> <p>b) City of Mayfield Heights in the amount not-to-exceed \$894.90.</p> <p>c) City of Pepper Pike in the amount not-to-exceed \$418.50.</p> <p>Funding Source: 100% FY2009 Port Security Grant Program</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-811	Department of Public Works	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 - 8/31/2012 to extend the time period to 12/31/2012; no additional funds required.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-812	Department of Public Works	Recommending to declare excess County furniture and equipment as surplus County-owned property, no longer needed for public use; requesting authority to discard/scrap/salvage in accordance with EAO2012-0001.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-813	Department of Public Works	Recommending to declare various computer equipment as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-814	Office of Procurement and Diversity	Presenting voucher payments for the week of September 4, 2012.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2012-815	Department of Development	Presenting voucher payments between August 23, 2012- August 29, 2012	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

- V. Other Business
- VI. General Business
- VII. Public Comment
- VIII. Adjournment

**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.

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 mew 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.

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

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  No

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?  Yes  No

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

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.

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.

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

## Scheduled Items

CPB2012-792 Department of Development

1) Submitting a contract with American Building and Kitchen Products Inc. in the amount of \$11,400.00 for Lead Remediation for property located at 1871 Knowles Avenue, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 9/4/2012 - 11/3/2012.

### SUMMARY OF REQUESTED ACTION:

Title: Department of Development 2012 American Building and Kitchen Products Inc. Contract Lead Remediation Case 287 Smith at 1871 Knowles Ave. East Cleveland RQ# 24863

#### A. Scope of Work Summary

1. Department of Development requesting approval of a contract with American Building and Kitchen Products Inc. for the anticipated cost \$11,400.00. The anticipated start-completion dates are September 4, 2012 – November 3, 2012.
2. The primary goals of the project are removing lead hazards at the home of a low-income family, maintaining the housing stock of Cuyahoga County's inner ring suburbs, and reducing the risk of lead poisoning in young children.

#### B. Procurement

1. The procurement method for this project was competitive bidding administered by the Department of Development. The total value of the winning competitive bid is \$11,400.00.
2. The competitive bid was closed on 07/09/2012.
3. There were 5 bids received by the Department of Development, lowest bidder approved.

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:  
American Building and Kitchen Products Inc.  
6406 Chase Drive  
Mentor, Ohio 44060  
Council District (N/A)
2. The president for the contractor/vendor is Troy Vandervoort.
- 3.a. The address or location of the project is:  
Smith  
1871 Knowles Avenue  
East Cleveland, Ohio 44112
- 3.b. The project is located in Council District 10.

#### D. Project Status and Planning

1. This is one of 250 such contracts that will be issued during the three-year grant period.

#### E. Funding

1. The project is funded 100% by the U.S. Department of Housing and Urban Development Lead Hazard Remediation Grant passed through County Board of Health.
2. The schedule of payments is payment upon completion of project.

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

This contract will provide federal Lead Hazard Remediation grant funds to remove lead hazards at the home of a low-income family. This is one of 250 such contracts that will be issued during the three-year

grant period. The scope of work to be done is determined by inspections by the Cuyahoga County Board of Health and Department of Development.

The benefits of this federally funded grant program include maintaining the housing stock of Cuyahoga County's inner ring suburbs, and reducing the risk of lead poisoning in young children.

Contracts are competitively bid by the Department of Development with at least three state licensed lead abatement contractors bidding on each contract. All state licensed lead abatement contractors may register with the Department of Development for bidding.

Troy Vandervoort, President

2) Submitting a contract with Paragon CMS in the amount of \$19,760.00 for Lead Remediation for property located at 3170 Ludlow, Shaker Heights, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 9/4/2012 - 11/3/2012.

#### SUMMARY OF REQUESTED ACTION:

Title: Department of Development 2012 Paragon CMS Contract Lead Remediation Case 073 White at 3170 Ludlow Shaker Heights RQ# 24885

#### A. Scope of Work Summary

1. Department of Development requesting approval of a contract with Paragon CMS for the anticipated cost of \$19,760.00. The anticipated start-completion dates are September 4, 2012 – November 3, 2012.
2. The primary goals of the project are removing lead hazards at the home of a low-income family, maintaining the housing stock of Cuyahoga County's inner ring suburbs, and reducing the risk of lead poisoning in young children.

#### B. Procurement

1. The procurement method for this project was competitive bidding administered by the Department of Development. The total value of the winning competitive bid is \$19,760.00.
2. The competitive bid was closed on 03/07/2012.
3. There were 6 bids received by the Department of Development, lowest bidder approved.

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is:

Paragon CMS  
3740 Carnegie Avenue, Suite 301  
Cleveland, Ohio 44122  
Council District 08.

2. The president for the contractor/vendor is Dan Lawson.

- 3.a. The address or location of the project is:

White  
3170 Ludlow  
Shaker Heights, Ohio 44120

- 3.b. The project is located in Council District 09.

#### D. Project Status and Planning

1. This is one of 250 such contracts that will be issued during the three-year grant period.

#### E. Funding

1. The project is funded \$10,000.00 by the U.S. Department of Housing and Urban Development Lead Hazard Remediation Grant passed through County Board of Health and Community Development Block Grant Program Funds. Due to federal grant requirements the Lead Hazard Remediation Grant maximum contribution for this project is \$10,000.00. The homeowner has been approved for a loan from the Department of Development's Community Development Block Grant Program Funds to cover the balance of \$9,760.00.

2. The schedule of payments is payment upon completion of project.

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

This contract will provide federal Lead Hazard Remediation grant funds to remove lead hazards at the home of a low-income family. This is one of 250 such contracts that will be issued during the three-year grant period. The scope of work to be done is determined by inspections by the Cuyahoga County Board of Health and Department of Development.

The benefits of this federally funded grant program include maintaining the housing stock of Cuyahoga County's inner ring suburbs, and reducing the risk of lead poisoning in young children.

Contracts are competitively bid by the Department of Development with at least three state licensed lead abatement contractors bidding on each contract. All state licensed lead abatement contractors may register with the Department of Development for bidding.

Dan Lawson, President

CPB2012-793 Department of Information Technology Submitting a state contract with TEC Communications in the amount not-to-exceed \$24,500.00 for support services on Network Infrastructure Support hardware and software for the period 9/1/2012 - 7/1/2013.

Department of Information Technology Submitting a state contract with TEC Communications in the amount not-to-exceed \$24,500.00 for support services on Network Infrastructure Support hardware and software for the period 7/1/2012 - 7/1/2013.

#### SUMMARY OF REQUESTED ACTION:

DoIT 2012 TEC Communications, Inc. Contract

A) DoIT submitting a contract with TEC Communications, Inc. in the amount not-to-exceed \$24,500.00 for hardware and software configuration support services for the Network Infrastructure Support located at the DoIT for the period 7/1/12 - 7/1/13.

B) State of Ohio Term Schedule #533110-3-18

C) TEC Communnications, Inc.  
20234 Detroit Rd.  
Rocky River, Ohio 44116  
Council District 1

D) The project reoccurs annually as the terms of the contract expire.

E) General Fund - Invoice

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Outcome: hardware and software configuration support services for the Network Infrastructure Support located at the DoIT.

Owner: Timothy J. Murnane - Chairman  
Melanie M. Schilling - President  
Eleanor B. Murnane - Secretary/Treasurer

Registered with the State of Ohio

CPB2012-794 Department of Information Technology Submitting a contract, sole source, with TimeLink International Corporation, sole source, in the amount not-to-exceed \$36,523.91 for maintenance on Synapps System Software for the Office of Human Resources for the period 10/1/2011 - 9/30/2013.

SUMMARY OF REQUESTED ACTION:

Submitting a contract with TimeLink International, Corp. in the amount not-to-exceed \$36,523.91 for maintenance and support services of the Synapps System Software for the period 10/1/11 - 9/30/13.

A. Department of Information Technology submitting a contract with TimeLink International, Corp. in the amount not-to-exceed \$36,523.91 for maintenance and support services of the Synapps System Software for the period 10/1/11 - 9/30/13.

B. The proposed contract is an OPD approved sole source item with materials attached.

C. 1. The address of the Vendor is:

TimeLink International, Corp.  
2975 Westchester Avenue  
Suite 201  
Purchase, NY 10577

2. Owners: George Broady Chairman  
Edward Rizzo, Jr. CEO

D. 1. The contract's term has already begun. The reason there was a delay in this request is that there was a problem with getting the required documents from the vendor.

E. The project is funded 100% by the General Fund.

CPB2012-795 Department of Public Safety and Justice Services Submitting a contract with Shade Enterprises LLC in the amount not-to-exceed \$18,000.00 for the Risk-Based School Emergency Planning Project for the period 9/4/2012 - 9/30/2012. (Deputy Chief Approval No. DC2012-100 - authority to seek proposals).

Requesting authority to award, and enter into a contract with Shade Enterprises, LLS on RQ JA-12-24481.

Title: (Cuyahoga County, Dept. of Public Safety & Justice Services, Office of Emergency Management) (2012) (Shade Enterprises, LLC) (Contract) (Risk Based School Emergency Planning Project) (Parma City School District)

#### A. Scope of Work Summary

1. (Dept. of Public Safety & Justice Services, Office of Emergency Management ) requesting approval of a (contract) with (Shade Enterprises, LLC ) for the anticipated cost (of \$18,000.00). The anticipated start-completion dates are (09/04/2012 - 09/30/2012).
2. The primary goals of the project are (list 2 to 3 goals):
  - 1) Complete Threat and Hazard Identification and Risk Assessment (THIRA) for Parma City School District.
  - 2) Implementation of THIRAs into School Emergency Plans
  - 3) Provide THIRA process description
3. NA [When applicable] The project is mandated by (provide the ORC statute with section numbers, Cuyahoga County Charter, etc).

#### B. Procurement

1. The procurement method for this project was ( RFP). The total value of the (RFP) is (\$18,000.00).
2. The (above procurement method) was closed on (07-30-2012). (NAWhen applicable) There is an SBE or DBE participation/goal (list the % of both).
- 3.[Option 1]There were (#bids/proposals/applications) pulled from OPD, (# bids/proposals/ applications) submitted for review, (# bids/proposals/applications) approved.
- 3.[Option 2]The proposed (contract, loan, agreement, etc.) is an OPD approved sole source item with materials attached.
- 3.[Option 3] The proposed (contract, loan, agreement, etc.) received an (RFB, RFP, RFQ, or other [specify]) exemption on (list date). The approval letter is attached for review.

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):  
(Shade Enterprises, LLC)  
(3024 Gale Road)  
(Willoughby, Ohio 44094)  
Council District (xx)
2. The (owner) for the contractor/vendor is (Bruce Shade)
- 3.a [When applicable] The address or location of the project is: (Parma City School District):  
(Vendor/Contractor Name)  
(5311 Longwood Avenue)  
(Parma, OH 44134)
- 3.b. [When applicable]The project is located in Council District (4)

#### D. Project Status and Planning

1. The project (is new to the County).
2. [When applicable] The project has (#) phases. The next steps, dates, and anticipated cost of these are (list each critical step and the date of start and completion).
3. [When applicable] The project is on a critical action path because (present the reason for the delay in the request or mitigating circumstances requiring expedited action).
4. [When applicable] The project's term has (already begun or ended). The reason there was a delay in this request is (present the detail for the delay).



5.[When applicable] The contract or agreement needs a signature in ink by (enter date).

#### E. Funding

1. The project is funded (100% by the General Fund or list the name and percentage of each special revenue funds that contributes funding and in what amount).
2. The schedule of payments is (by invoice)
3. NA [When applicable] The project is an amendment to a (contract, loan, lease, grant, amendment, agreement, or other [specify]). This amendment changes (list the changes to the value, term, scope, etc.) and is the (x) amendment of the contract. The history of the amendments is: (list the year and associated value of each of the previous amendments).

CPB2012-796

Department of Public Safety and Justice Services                      Submitting a contract with Stephen Campbell & Associates, Inc., in the amount not-to-exceed \$22,000.00 for maintenance on the CyberTech and Dynamic Instruments Recording System for use by various County Departments:

- a) with Medical Examiners for the period 10/1/2012 - 9/30/2015.
- b) with Cuyahoga Emergency Communications System for the period 10/1/2012 - 9/30/2015.
- c) with County Sheriff's Office for the period 10/1/2014 - 9/30/2015.

Cuyahoga County Public Safety & Justice Services is requesting approval of a multi-year contract with Stephen Campbell & Associates to provide maintenance and required parts to emergency recording equipment for the anticipated cost not-to-exceed \$22,000.00.

This Contract covers the Coroner/Medical Examiner's Office and CECOMS for the time period of: October 1, 2012 through September 30, 2015 (3 years) and covers the Sheriff's Department for the period of: October 1, 2014 through September 30, 2015(1year).

The anticipated start-completion dates for CECOMS and the Cuyahoga County Coroner/Medical Examiner's Office are 10/01/2012- 09/30/2015 and the anticipated start-completion dates for the Sheriff's Department are 10/01/2014 thru 09/30/2015

#### B. Procurement

1. The procurement method for this project was through informal Request for Proposal. The total value of the contract is \$22,000.00
2. The informal RFP was closed on May 18, 2012

#### C. Contractor and Project Information

1. Council District (3)
2. The owner(s), for the contractor/vendor is Stephen Campbell & Associates
3. The address or location of the project(s) is:  
Coroner's/Medical Examiner's Office  
11001 Cedar Ave  
Cleveland, Ohio 44106

Cuyahoga County Sheriff's Department  
1215 West 3rd  
Cleveland Ohio 44113  
CECOMS

1255 Euclid  
Cleveland Ohio 44114

Vendor Address:

Stephen Campbell & Associates, Inc.

2418 Allen BLVD

Beachwood, Ohio 44122

The project is located in Council District (3)

D. Project Status and Planning

1. The project is a multi-year maintenance service contract. Maintenance services to the recording equipment at CECOMS, Sheriff's Office and the Coroner/Medical Examiner is required 24-7.

E. Funding

1. The project is funded through the General Fund for each agency under this contract.

2. The schedule of payments is by invoice.

CPB2012-797 Department of Public Works Submitting a Wetland Mitigation Purchase Agreement with Ohio Wetlands Foundation in the amount of \$67,200.00 for the purchase of 1.6 acres of forested wetlands mitigation credits.

A. Scope of Work Summary

1. Department of Public works requesting authority to enter into a Wetland Mitigation Purchase Agreement with the Ohio Wetlands Foundation to purchase 1.6 acres of forested wetlands mitigation credits at the Granger Wetlands Mitigation Bank. The wetlands mitigation credits cost \$42,000 per acre of credit [see, Mitigation Purchase Agreement, attached hereto]. Thus, the price of purchasing these credits will total \$67,200.

This purchase is required to comply with the U.S. Army Corps of Engineers ("USACE") permit to mitigate the unavoidable impacts to 1.6 acres of forested wetlands that occurred during the restoration of the Greenbrooke Retention Basin, located in Olmsted Township[see, Permit Application, attached hereto]. The Granger Wetlands Mitigation Bank is located in the same watershed as the Greenbrooke Retention Basin.

2. The primary goal of this request is to comply with Section 404 of the Clean Water Act. To comply, the County is required to purchase 1.6 acres of forested wetlands mitigation credit at the Granger Wetlands Mitigation Bank.

3. Complying with Section 404 of the Clean Water Act is mandated by federal law and entering into the Wetland Mitigation Purchase Agreement is mandated by the terms of our Section 404 permit application.

B. Procurement

1. N/A

2. N/A

3. N/A

C. Contractor and Project Information

1. The mailing address of the Ohio Wetlands Foundation is:

1220 Stone Run Court

PO Box 369

Lancaster, Ohio 43130

The Ohio Wetlands Foundation's statutory agent is:

CWS Agency Corporation

65 East State Street, Suite 1000

Columbus, Ohio 43215

3.a. The Greenbrooke Retention Basin is located in Olmsted Township

b. The Greenbrooke Retention Basin is located in Council District 1.

#### D. Project Status and Planning

1. The project is rare for the County.

2. The project will be complete once the purchase of the wetlands mitigation credit is complete.

3. N/A

#### E. Funding

1. This project is funded by the Road and Bridge Fund

2. N/A

3. N/A

For all of the foregoing reasons, the Department of Public recommends that Council authorize the County Executive to enter into the Mitigation Purchase Agreement and to purchase 1.6 acres of forested wetlands mitigation credits at the Granger Wetlands Mitigation Bank at the price of \$42,000 per acre of credit, for a total of \$67,200.

CPB2012-798 Department of Public Works Recommending an award on RQ21216 and enter into a contract with Heritage Land Services, Inc. in the amount not-to-exceed \$76,225.00 for right-of-way acquisition services - appraisal reviews, in connection with the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma. (Executive Approval No. EA2011-0969 - authority to seek qualifications).

#### SUMMARY OF REQUESTED ACTION:

##### A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Heritage Lane Services, Inc. for the not-to-exceed cost of \$76,225.00. The anticipated start-completion dates are October 2012 - December 2013.

2. The primary goal of the project is to perform the review appraisals in order to acquire the right-of-way required for the improvement of Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma.

3. The project (review appraisals) is mandated by the Federal Highway Administration when acquiring right-of-way using federal funds.

##### B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$76,225.00.

2. The RFQ was closed on September 30, 2011. There was no SBE goal on this RFQ because Federal funding is being utilized for the work.

3. There was 1 proposal submitted for review, 1 proposal approved.

##### C. Contractor and Project Information

1. The address of the vendor is:

Heritage Lane Services, Inc.  
635 Brooksedge Boulevard  
Westerville, Ohio 43081-2817  
Council District N/A

2. The sole director of Heritage Land Services, Inc. is Timothy R. Foley.

3. a. The location of the project is Pleasant Valley/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma

3. b. The project is located in Council District 4 and 5

#### D. Project Status and Planning

1. The project is an extension of an existing project (Pleasant Valley/Bagley Road), however this contract is a new contract for new work tasks associated with Right-of-Way Acquisition Appraisal Review.

2. N/A

3. N/A

4. N/A

5. N/A

#### E. Funding

1. The project is funded 50% by federal STP funds and 50% by County Road and Bridge funds.

2. The schedule of payments is by invoice.

3. N/A

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Department of Public Works requesting award and approval of a contract with Heritage Land Services, Inc. for the not-to-exceed cost of \$76,225.00 for right-of-way appraisal review services for the Pleasant Valley/Bagley Road improvement project.

CPB2012-799 Office of Procurement & Diversity Recommending an award on RQ24632 to Safeware, Inc. in the amount of \$51,237.60 for 1110-Units of Duodote Auto-Injector Anti-Nerve agent for the Department of Public Safety and Justice Services. (Joint Purchasing Program/US Communities No. 4400001839).

#### SUMMARY OF REQUESTED ACTION:

Title: OPD 2012 Safeware, Inc. Exemption Request and Award Recommendation Public Safety and Justice Services RQ24632

#### A. Scope of Work Summary

1a. The Office of Procurement & Diversity is requesting approval of an Exemption Request to Purchase off of Joint Purchasing Program - US Communities Contract # 4400001839, expiration 9/30/2014. (Exemption Justification Form attached)

1b. The Office of Procurement & Diversity is requesting approval of a Recommendation of Award to Safeware, Inc., in the amount of \$51,237.60 for medication First Responder Specialty Teams for the Department of Public Safety and Justice Services.

2. The primary goals of the project is to have Duodote anti-nerve agent available to specialty teams, such as HazMat and Tactical EMS, in the event of exposure to nerve agent release, most likely occurring from a terrorist incident. This investment allows First Responder immediate treatment when a nerve agent or insecticide exposure has occurred.

## B. Procurement

1. The procurement method for this project is a joint purchasing program, US Communities Contract # 4400001839, expiration 9/30/2014, as allowed under County Ordinance 2011-0044, Section 4.4(b)19. The CPB must first approve the exemption request prior to award recommendation.
2. There was no SBE goal for this project, as it was not a competitive selection process.
3. The Public Notice - Intent to Purchase was posted for 5 business days, as required by the Ordinance (7/25/12 - 7/31/12) with no inquiry or response from any other vendors.

## C. Contractor and Project Information

1. The address of the vendor is:

Safeware, Inc.

3200 Hubbard Road

Landover, Maryland 20785

There is no County Council District representation, as the vendor is located out-of-state.

2. The President is Edward A. Simons.

A list of shareholders is attached.

3. The project is located in 4 areas of the County, with the medication being housed in HazMat vehicles: Lakewood (Council District 2), Solon (Council District 6), Strongsville (Council District 5) and the City of Cleveland (rotating locations).

## D. Project Status and Planning

1. The project occurred last with a bid begun in 2009, with the product being delivered in March 2010 and any future purchases will depend upon funding.

## E. Funding

1. The project is funding 100% with FY10 SHSGP funds (State Homeland Security Grant Program).
2. The schedule of payments will be by invoice, once the product is delivered.

## Exemption Requests

CPB2012-800 through CPB2012-806

See item detail above

## Consent Agenda

CPB2012-807 Department of Development Submitting an amendment to Contract No. CE1200120-01, 02 with Partners Environmental Consulting Inc., for brownfield environmental site assessment of property located at 826 East Schaaf Road, Brooklyn Heights for the period 2/27/2012 - 8/25/2012 to extend the time period 9/30/2012, to change the terms effective 9/4/2012; no additional funds required.

### SUMMARY OF REQUESTED ACTION:

Novus Title: Development/ 2012/ Contract AMENDMENT/Partners Environmental Consulting Inc./ CE1200120/Proposal for Various Environmental Activities /826 East Schaaf Road Brooklyn Heights

#### A. Scope of Work Summary

1. Department of Development is requesting approval of an amendment to CE-1200120 with Partners Environmental Consulting Inc. for TIME ONLY.

This time is needed to conduct proposed Phase II Environmental Services at 826 East Schaaf Road, Brooklyn Heights, Ohio 44131.

The Phase I was conducted and review of the report was held up in Technical Assistance at Ohio EPA. Once the Phase I report was approved, the Work plan for the Phase II investigation activities needed to be reviewed by both Ohio EPA and USEPA prior to starting Phase II investigation. Since this project is to receive subsequent clean-up funding through Ohio Department of Development utilizing funding from the USEPA Brownfield Revolving Loan Program, an approval of the work plan was needed from both agencies. Development received the final approval of the work plan for Phase II activities on July 18, 2012. The original start-completion dates are 02/27/2012 -08/25/2012.

We are requesting an extension of the completion date to September 30, 2012 in order to conduct the Phase II assessment activities.

The original Contract is in the amount of \$41,500. NO ADDITIONAL FUNDS are requested.

The Justification for this amendment was approved by OPD on August 1, 2012.

2. The primary goals of this project are:

a. to conduct Ohio Voluntary Action Program(VAP) Phase I and Phase II Investigations to assist the village of Brooklyn Heights in pursuing an USEPA Revolving Loan Fund Grant through the State of Ohio for clean- up of contaminants present from the use of this property as a former greenhouse site. The end use is to redevelop this and adjoining properties into a residential neighborhood of new homes.

B. PROCUREMENT: RFQ20596 (August 26, 2011). There were eleven proposals submitted to OPD. Partners was one of five highest scoring firms approved at the Contracts and Purchasing Board on November 14, 2011.

C. Contractor and Project Information

1a. The address the vendor is:

Partners Environmental Consultants LLC

31100 Solon Road, Suite G

Solon, Ohio 44139

1b. This consultant's offices are located in:

County Council district 6.

2. The owner/President of the contractor is Dan B. Brown.

3a .The project is located at 826 East Schaaf Road Brooklyn Heights, Ohio 44131

3b. This Project site is in Council District # 6.

D. Project Status and Planning

1. The project is for Brownfield assessment which is an occasional service (usually one or two times per site - depending on the needs of the applicant and the contaminations found).

2. The brownfield assessment projects have typically two (2) phases. Phase I investigation was conducted in March and April of 2012. It indicated the locations to be sampled for potential contaminants due to historic use as a greenhouse grower.

3a. This project will be extended to a total of 217 days from 2/27/2012 to 9/30/2012.

3b. This project consists of both VAP Phase I and Phase II environmental investigations.

E. Funding

1. The project is funded 85% by the USEPA Coalition assessment Grant and 15% by Brownfield Economic Development Funds.

2. The schedule of payments are typically monthly invoice submissions from consultant.

3. This project is to allow for Ohio Voluntary Action Program(VAP) Phase I and Phase II Investigations in order to assist the village of Brooklyn Heights in their pursuit of an USEPA Revolving Loan Fund Grant by the State of Ohio for clean- up of contaminants due to the former use of this property as greenhouse operations. The end use is to redevelop this and adjoining properties into a residential neighborhood of new homes.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Purpose/Outcomes: This project consists of both VAP Phase I and Phase II environmental investigations that will result in site specific reports on environmental conditions and necessary remediations required at the subject property.

The owner/President of the contractor is Dan B. Brown.

Explanation for late submittal:

While This item was originally entered into the Novus system on JULY 26th, 2012 for the 8/20/12 meeting, the actual entry is late due to confusion regarding the timing of the JUSTIFICATION approval time period.

CPB2012-808 Department of Development /Airport Division, submitting an amendment to Contract No. CE1100533-01, 02 with Tri Mor Corporation for the Year Two Pavement Maintenance Program: Aprons A1, B reconstruction and Aprons A2, C, D1 rehabilitation for the period 8/9/2011 - 8/31/2012 for a decrease in the amount of (\$40,000.00).

SUMMARY OF REQUESTED ACTION:

Title: Development /Airport Div / 2012 Tri-Mor Corporation- Amend CE1100533

A. Scope of Work Summary

1. Department of Development submitting an amendment to contract no.CE1100533 with Tri Mor Corporation for Year Two Pavement Maintenance Program: Aprons A1 & B reconstruction, Aprons A2, C, D1 and Runway 6 -24 rehabilitation. This request is for a contract reduction in the amount of \$ 40,000.00 affective 09/04/2012. No additional funding required, the airport is utilizing FAA funds.

\*\*OPD has reviewed this item on 08/08/2012 and determined that it is ok to process in accordance with county policies/procedures/ordinances.

2. The primary goal of the project is to utilize funding and make the necessary improvements

B. Procurement

1. The total value of the contract is \$ 1,495,860.00
2. There is a DBE participation goal of 11 %

C. Contractor and Project Information

1.a The location of the project is  
Cuyahoga County Airport,  
26300 Curtis Wright Pkwy,  
Richmond Hts, Ohio

Tri Mor Corporation  
8530 North Boyle Parkway  
Twinsburg, Ohio

1.b The project is located in Council District #11

2.a The President for Tri-Mor Corporation is Martin E. Schlessel

2.b The contractor completed the required vendors registration process on 06/30/2011.

#### D. Project Status and Planning

1. This is a continuation of a project started Fall 2011
2. The project has multiple projects contained within the contract
3. The project is on a critical action path because the project is underway and due to project phasing the contractor is unable to work on other portions of the project without impacting the tenants.

#### E. Funding

1. The project is funded by the FAA (74%), ODOT (19%) and County Capital Improvement funds (7%)
2. The schedule of payments will be by invoice.

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The majority of the project is federally funded, we are permitted to use grant funding for construction as well as for construction administration and oversight. Since construction costs came in lower than expected, we were able to maximize the funding and expand the area to be reconstructed. As the result of the additional construction, the construction administration and oversight costs increased. Hence the need to reduce the Tri Mor Corporation contract by \$40,000 and increase the construction administration and oversight contract will be increased by \$40,000.

CPB2012-809 Department of Health and Human Services Division of Children & Family Services, submitting an amendment to Contract No. CE1000872-01 with West Side Ecumenical Ministry for child and family-focused services for the period 12/1/2010 - 11/30/2012 to change the name from West Side Ecumenical Ministry to Center for Families and Children, effective 4/18/2012; no additional funds required.

#### SUMMARY OF REQUESTED ACTION:

\*\*\*OPD approved amendment justification request on 6/27/12\*\*\*

Title: The Division of Children and Family Services (DCFS) is requesting authorization to amend a contract for a name change for West Side Ecumenical Ministry CFFS (CE1000872-01) RQ18536 has changed their name to Center for Families and Children.

\*No Additional Funding needed, asking permission to apply a name change.

#### A. Scope of Work Summary

1.The Division of Children and Family Services (DCFS) is requesting authorization to amend a contract for a name change for West Side Ecumenical Ministry CFFS (CE1000872-01) RQ18536 has changed their name to Center for Families and Children.\*No Additional Funding needed, asking permission to apply a name change. 2.The primary goals of the project are:

This program provides a 24 hour/7-day a week on-call system. In order to meet the needs of the children and families Family Focus staff is expected to work a flexible schedule. In the event of an emergency during the life of the case, Family Focus staff is required to provide face-to-face contact with the family.

Provider will connect families to services (including, but not limited to those services documented in the CCDCFS "Case Plan") within their community prior to the mid-point of the case and these services must be independent of the provider.

Families Focus staff will teach families problem-solving techniques.

3. NA



B. Procurement

1.NA

This amendment is for a contract that the County has already approved. Seeking permission to apply a name change from West Side Ecumenical Ministry has changed their name to Center for Families and Children.

2. NA

3. NA

C. Contractor and Project Information1. The address of the vendor is: Center for Families and Children  
4500 Euclid Ave.

Cleveland, OH. 44103

Council District: (8)

Chief Executive Officer: Sharon Sobol JordanD. Project Status and Planning

1. The project reoccurs annually.

2. NA

3. NA. This amendment is for a contract that the County has already approved. Seeking permission to apply a name change from West Side Ecumenical Ministry has changed their name to Center for Families and Children.

4. The project term has already begun.

5. NA

E. Funding1. The project is funded 100% by the General Fund (Health and Human Services Levy). The schedule of payments will be by invoice.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The Division of Children and Family Services (DCFS) is requesting authorization to amend contracts for a name change. The provider West Side Ecumenical Ministry has changed their name to Center for Families and Children.

The program provides a 24 hour/7-day a week on-call system. In order to meet the needs of the children and families Family Focus staff is expected to work a flexible schedule. In the event of an emergency during the life of the case, Family Focus staff is required to provide face-to-face contact with the family. Provider will connect families to services (including, but not limited to those services documented in the CCDCFS "Case Plan") within their community prior to the mid-point of the case and these services must be independent of the provider.

Families Focus staff will teach families problem-solving techniques.

Provider will attend all staffings, Semi-Annual reviews, family team meetings and court hearings to provide information regarding progress of parents.

CPB2012-810 Department of Public Safety and Justice Services

1) Public Safety Grants, submitting an agreement with the City of Brecksville in the amount not-to-exceed \$1,423.20 for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 5/30/2012 - 11/30/2012

SUMMARY OF REQUESTED ACTION:

Title: Public Safety & Justice Services Public Safety Grants, 2012, City of Brecksville Agreement for Training Reimbursement, FY09 Port Security Grant Program.

A. Scope of Work Summary

1. Public Safety & Justice Services Public Safety Grants requesting approval of an agreement with the City of Brecksville for the cost of \$1,423.20. The start-end date of the agreement is May 30, 2012 through November 30, 2012. 2. The primary goals of this project is to:

- 1) Provide funding for First Responder to prepare for, prevent, respond to and recover from natural and man-made disasters.
- 2) Funding equips, trains, exercises and evaluates first responders in this goal.
- 3) This agreement reimburse the City of Brecksville for Overtime and Backfill-OT/BF expenses associated with FEMA-approved trainings.
3. N/A

B. Procurement

1. The procurement method for the project was a grant agreement with Cuyahoga County Office of Emergency Management. The agreement is not for goods or services. The total value of the project award is \$301,794.42. The training was approved by FEMA.
2. The procurement method is due to close on 5/31//2013.
3. N/A

C. Contractor and Project Information

1. City of Brecksville  
9069 Brecksville Road  
Brecksville, OH 44141  
Council District 6
2. The Mayor of the City of Brecksville is Jerry N. Hruby.
3. N/A

D. Project Status and Planning

1. The Port Security Grant Program has been awarded yearly through U.S Department of Homeland Security Federal Emergency Management Agency -FEMA.
2. The project has one phase.
3. N/A
4. The project term has already begun. There is a process in preparing the overtime/backfill reimbursement to enter into agreement.

E. Funding

1. The project is funded 75% through FEMA. The subgrantee is responsible for 25% inkind or cash match.
2. The schedule of payment is documentation showing paid OT/BF expenses.
3. N/A

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose of the FY2009 Port Security Grant Program (PSGP) is to create a sustainable, risk-based effort to protect critical port infrastructure from terrorism, particularly attacks using explosives and non-conventional threats that could cause major disruption to commerce.

The PSGP funds are primarily intended to assist ports in enhancing maritime awareness, enhancing risk management capabilities to prevent, detect, respond to and recover from attacks involving improvised explosive devices (IED's), Chemical, Biological, Radiological, Nuclear, Explosive (CBRNE), port resilience and recovery capabilities and other non-conventional weapons, as well as training and exercises and Transportation worker Identification Credential (TWIC) implementation.

2) 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 Lakewood in the amount not-to-exceed \$564.71.
- b) City of Mayfield Heights in the amount not-to-exceed \$894.90.
- c) City of Pepper Pike in the amount not-to-exceed \$418.50.

Funding Source: 100% FY2009 Port Security Grant Program

#### SUMMARY OF REQUESTED ACTION:

Title: Public Safety & Justice Services Public Safety Grants, 2012, City of Lakewood, Ohio Agreement, for Exercise Reimbursement, FY09 Port Security Grant Program.

#### A. Scope of Work Summary

1. Public Safety & Justice Services Public Safety Grants requesting approval of an agreement with the City of Lakewood, Ohio for the cost of \$564.71. The start-end date of the agreement is May 15, 2012 through November 15, 2012. 2. The primary goals of the project are;

- 1) Provide funding for First Responder to prepare for, prevent, respond to and recover from natural and man-made disasters.
- 2) Funding equips, trains, exercises and evaluates first responders in this goal.
- 3) This agreement reimburses the City of Lakewood, Ohio for Overtime and Backfill-OT/BF expenses associated with FEMA-approved exercises.

3. N/A

#### B. Procurement

1. The procurement method for the project was a grant agreement with Cuyahoga County Office of Emergency Management. The agreement is not for goods or services. The total value of the project award is \$301,794.42. The exercise was approved by FEMA.

2. The procurement method is due to close on 5/31/2013.

3. N/A

#### C. Contractor and Project Information

1. City of Lakewood, Ohio  
12650 Detroit Avenue, Lakewood, Ohio  
Lakewood, Ohio 44107  
Council District 2

2. The Mayor of the City of Lakewood is Michael P. Summers.

3. N/A

#### D. Project Status and Planning

1. The Port Security Grant Program has been awarded yearly through U.S Department of Homeland Security Federal Emergency Management Agency -FEMA.

2. The project has one phase.

3. N/A

4. The project term has already begun. There is a process in preparing the overtime/backfill reimbursement to enter into agreement.

#### E. Funding

1. The project is funded 75% through FEMA. The subgrantee is responsible for 25% inkind or cash match.

2. The schedule of payment is documentation showing paid OT/BF expenses.

3. N/A

Title: Public Safety & Justice Services Public Safety Grants, 2012, City of Mayfield Heights Agreement, for Exercise Reimbursement, FY09 Port Security Grant Program.

#### A. Scope of Work Summary

1. Public Safety & Justice Services Public Safety Grants requesting approval of an agreement with the City of Mayfield Heights for the cost of 894.90. The start-end date of the agreement is May 15, 2012 through November 15, 2012. 2. The primary goals of the project are;

1) Provide funding for First Responder to prepare for, prevent, respond to and recover from natural and man-made disasters.

2) Funding equips, trains, exercises and evaluates first responders in this goal.

3) This agreement reimburses the City of Mayfield Heights for Overtime and Backfill-OT/BF expenses associated with FEMA-approved exercises.

3. N/A

#### B. Procurement

1. The procurement method for the project was a grant agreement with Cuyahoga County Office of Emergency Management. The agreement is not for goods or services. The total value of the project award is \$301,794.42. The exercise was approved by FEMA.

2. The procurement method is due to close on 5/31//2013.

3. N/A

#### C. Contractor and Project Information

1. City of Mayfield Heights

6154 Mayfield Road

Mayfield Hts., Ohio 44124

Council District 6

2. The Mayor of the City of Mayfield Heights is Gregory S. Costabile.

3. N/A

#### D. Project Status and Planning

1. The Port Security Grant Program has been awarded yearly through U.S Department of Homeland Security Federal Emergency Management Agency -FEMA.
2. The project has one phase.
3. N/A
  
4. The project term has already begun. There is a process in preparing the overtime/backfill reimbursement to enter into agreement.

#### E. Funding

1. The project is funded 75% through FEMA. The subgrantee is responsible for 25% inkind or cash match.
2. The schedule of payment is documentation showing paid OT/BF expenses.
3. N/A

Title: Public Safety & Justice Services Public Safety Grants, 2012, Pepper Pike Agreement, for Exercise Reimbursement, FY09 Port Security Grant Program.

#### A. Scope of Work Summary

1. Public Safety & Justice Services Public Safety Grants requesting approval of an agreement with Pepper Pike for the cost of 418.50. The start-end date of the agreement is May 15, 2012 through November 15, 2012.
2. The primary goals of the project are:
  - 1) Provide funding for First Responder to prepare for, prevent, respond to and recover from natural and man-made disasters.
  - 2) Funding equips, trains, exercises and evaluates first responders in this goal.
  - 3) This agreement reimburses Pepper Pike for Overtime and Backfill-OT/BF expenses associated with FEMA-approved exercises.

3. N/A

#### B. Procurement

1. The procurement method for the project was a grant agreement with Cuyahoga County Office of Emergency Management. The agreement is not for goods or services. The total value of the project award is \$301,794.42. The exercise was approved by FEMA.
2. The procurement method is due to close on 5/31//2013.
3. N/A

#### C. Contractor and Project Information

1. Pepper Pike  
28000 Shaker Blvd.  
Pepper Pike, OH 44124  
Council District 6
2. The Mayor of the City of Pepper Pike is Richard M Bain.
3. N/A

#### D. Project Status and Planning

1. The Port Security Grant Program has been awarded yearly through U.S Department of Homeland Security Federal Emergency Management Agency -FEMA.

2. The project has one phase.
3. N/A

4. The project term has already begun. There is a process in preparing the overtime/backfill reimbursement to enter into agreement.

#### E. Funding

1. The project is funded 75% through FEMA. The subgrantee is responsible for 25% inkind or cash match.
2. The schedule of payment is documentation showing paid OT/BF expenses.
3. N/A

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

The purpose of the FY2009 Port Security Grant Program (PSGP) is to create a sustainable, risk based effort to protect critical port infrastructure from terrorism, particularly attacks using explosives and non conventional threats that could cause major disruption to commerce.

The PSGP funds are primarily intended to assist ports in enhancing maritime awareness, enhancing risk management capabilities to prevent, detect, respond to and recover from attacks involving improvised explosive devices (IED's), chemical, biological, nuclear, explosive (CBRNE), and recovery capabilities and other non conventional weapons, as well as training and exercises and Transportation Worker Identification Credential (TWIC) implementation

CPB2012-811 Department of Public Works 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 - 8/31/2012 to extend the time period to 12/31/2012; no additional funds required.

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 - August 31, 2012, with an original not-to-exceed amount total of \$3,600,000.00 (total amount not to exceed \$4,580,000.00), to extend the time period an additional four (4) months, beginning September 1, 2012 through December 31, 2012. No additional funds required.

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 - August 31, 2012 extending the term four (4) months to December 31, 2012 no additional funds required.

Goal 1 The primary goal is to continue to experience benefits of stabilized premium rates throughout affected policy contract term. 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. No additional funds required.

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 are written with varying renewal terms, over the next 4 months. This amendment is the final extension of an existing contract, occurring every 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 term, only.

#### F. HISTORY

Amendment – 1/1/12 – 4/30/12; Additional Funds: Not-to-exceed \$500,000.00

Amendment – 5/1/12 -8/31/12; Additional Funds: Not-to-exceed \$480,000.00

All Vendors are registered with the Agency of the Inspector General.

CPB2012-812 Department of Public Works Recommending to declare excess County furniture and equipment as surplus County-owned property, no longer needed for public use; requesting authority to discard/scrap/salvage in accordance with EAO2012-0001.

See Attached

CPB2012-813 Department of Public Works Recommending to declare various computer equipment as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00.

See Attached

CPB2012-814 Office of Procurement and Diversity Presenting voucher payments for the week of

## **Cuyahoga County - Contracts and Purchasing Board Purchase Order Approvals (09-04-12)**

<b>Department/Location Key:</b>					
AU: Fiscal Officer	CE: Public Works (Engineer)	CT: Public Works	JA: Cuyahoga County Public Safety and Justice Services	SH: Sheriff	TR: Treasurer
BE: Board of Elections	CF: Children & Family Svs.	DV: Development	JC: Juvenile Court	SA: Senior & Adult Svs.	WI: Workforce Development
CA: Court of Appeals	CL: Clerk of Courts	EC: Early Childhood	LLOO: Law library	SE: Support Enforcement Agency	WT: Employment & Family Svs.
CC-010: County Administration	CO: Common Pleas	HS: Health & Human Svs.	MI: HIV/AIDS Services	SM: Solid Waste District	
CC-002: Human Resources	CR: Medical Examiner	IS: Information Systems	OPD: Procurement and Diversity	ST: Public Works (Sanitary)	

***Direct Open Market Purchases (Purchases between \$500.- \$25,000 unless requiring assistance from Procurement & Diversity Dept - see below)***

Requisition #	Requisition Date	Description	Dept/Loc	Total
<a href="#">AU-12-25031</a>	8/28/2012	wire utility carts (ADA)	AU	\$894.00
CE-12-24996	8/22/12	Rental - 24' Moving Truck	CE / CE01	\$595.00
CE-12-24869	8/8/12	Site License	CE / CE01	\$743.75
CF-12-25028	8/28/12	PASSS - Residential Treatment	CF / CF01	\$7,644.57
CF-12-25027	8/28/12	PASSS	CF / CF01	\$750.00
CF-12-25026	8/28/12	PASSS - Residential	CF / CF01	\$1,259.44
CR-12-24842	8/6/12	Laundry Service	CR / CR00	\$23,166.00
CR-12-24331	6/19/12	NIST 2011 Library for Aglient GC/MS - Toxicology	CR / CR00	\$2,059.28
CT-12-25038	8/29/2012	VEB FILTER SERVICE	CT / CT01	\$525.00
CT-12-25032	8/28/2012	JJC- 3 YORK CHILLERS	CT / CT01	\$955.19
CT-12-25024	8/28/2012	JJC- ARMOR PROTECT PLUS GLASS	CT / CT01	\$679.00
<a href="#">CT-12-25021</a>	8/28/2012	RED FLUORESCENT INK CARTIDGE	CT / CT01	\$899.94
CT-12-25030	8/28/2012	DCFS-ORANGE AND GREEN RECORD FILES	CT / CT09	\$939.25



<a href="#">CT-12-25023</a>	8/28/2012	EFS- BINDERY OF FORMS PACKETS	CT / CT09	\$2,292.00
DV-12-24988	8/20/12	REPLACEMENT PC BOARDS FOR RWY LIGHTS REGURATOR	DV / DV01	\$3,768.68
HS-12-24604	7/16/12	Annual Teleform Tech Support 2012	HS / HS12	\$1,265.00
IS-12-24999	8/22/12	HP 4 Port Gigabit Server Adapter	IS / IS01	\$772.34
SH-12-25012	8/27/12	Uniform - New Hire Preto	SH / SH01	\$510.50
ST-12-25002	8/23/12	Flywheel Shaft Weldment #S-220	ST / ST01	\$875.63
ST-12-25001	8/23/12	Flange Bearing #S-218	ST / ST01	\$1,153.35
ST-12-24959	8/15/12	Ridgid Parts	ST / ST01	\$15,638.85
ST-12-24949	8/14/12	Signs & Stands	ST / ST01	\$2,267.82
ST-12-24852	8/7/12	Disposal - Clean Fill	ST / ST01	\$22,500.00
CE-12-24972	8/16/12	Ready Mix Concrete	ST / ST01	\$24,335.00

Items already purchased:

<a href="#">AU-12-25040</a>	8/29/2012	repairs to map room machines	AU	\$548.00
Repairs were made to map room machines in April.				

**Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)**

Purchase Order #	Purchase Order Date	Description	Dept/Loc	Total
<a href="#">1209466</a>	8/27/2012	Justice Services - Confidential	JA/JA00	\$20,960.52
1209465	8/27/2012	Justice Services - Confidential	JA/JA00	\$18,595.00

CPB2012-815 Department of Development Presenting voucher payments between August 23, 2012-August 29, 2012

VOUCHER NO.	PAYEE	AMOUNT	FUNDING SOURCE	AUTHORIZATION
DV1280559	Kilroy Home Insulation, Inc.	\$1,250.00	Healthy Homes III	Weatherization Alternate Procurement
		<b>\$1,250.00</b>		