

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
November 13, 2012 11:30 A.M.

I. Call to Order: The meeting was called to order at 11:37 A.M.

Attendees: County Executive Edward FitzGerald
Chief of Staff Matt Carroll
Fiscal Officer Wade Steen
Councilman Dave Greenspan
Stan Kosilesky - Director Bonne Teeuwen was unavailable
Director Lenora Lockett
Clerk of the Contracts and Purchasing Board David Merriman

II. Review and Approve Minutes: The minutes were approved as written.

III. Public Comment - There was no public comment.

IV. Contracts and Awards

A. Tabled Items - there were no tabled items.

B. Scheduled Items

CPB2012-986

Office of Procurement & Diversity, submitting an amendment to Contract No. CE1200052-06 with Fifth Third Bank for procurement card services for the period 2/1/2012 - 12/31/2014 to change the terms, effective 11/13/2012 and for additional funds in the amount not-to-exceed \$5,000.00.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-987

Office Procurement & Diversity, submitting, an amendment to Contract No. CE1200053-01 with Novusolutions for maintenance on Novus Agenda software for the Automated Agenda Management System for the period 12/4/2011 - 12/4/2012 to extend the time period to 6/4/2013 and for additional funds in the amount of \$1,900.00.

Funding Source: 100% General Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-988

Department of Public Safety and Justice Services/Public Safety Grants, submitting a grant award in the amount of \$100,000.00 from U.S. Department of Justice, Office of Justice Programs, National Institute of Justice for the FY2012 Forensic DNA Backlog Reduction Program for the period 10/1/2012 - 3/31/2014.

Funding Source: 100% Department of Justice, Office of Justice Programs, National Institute of Justice grant funds.

Note: This item was amended to reflect the **\$ for the dollar amount**.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-989

Department of Health and Human Services/Division of Children and Family Services, recommending award on RQ24881 and enter into a contract with Neil Brown Consulting, Inc. in the amount not-to-exceed \$20,000.00 for consultant services for the Cuyahoga Tapestry System of Care High Fidelity Wraparound Initiative for the period 12/1/2012 - 11/30/2013.

Funding Source: 100% Health and Human Services Levy funds.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-990

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting a contract with Corporation for Enterprise Development in the amount not-to-exceed \$22,000.00 for consulting services for the Cuyahoga County College Saving Account Program for the period 11/1/2012 - 10/31/2013.

Funding Source: 100% Health and Human Services Levy funds.

Note: Councilman Dave Greenspan disapproved this item. This item was approved by a vote of 5 – 1.

Note: Councilman Dale Miller requested that the calendar back-up information for this item read as follows: "This project is on a critical action path because the College Savings Account program is in line with the County Charter mandate to provide for educational assistance and this program is a top priority of the Executive."

☒ Approve
☐ Disapprove
☐ Hold

C. Exemption Requests

CPB2012-991

Department of Public Works, submitting an RFP exemption on RQ25009, which will result in an award recommendation to GIS Cartography in the amount of \$3,950.00 for the printing of Highway Maps for Cuyahoga County.

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

Highway Map of Cuyahoga County

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

\$ 3,900.00 Road and Bridge Fund 100 %

3. Rationale Supporting the Use of the Selected Procurement Method

This is a reprint of our previous map order (May 2011) with simple cosmetic changes only, providing a savings of approximately \$ 1,100.00 and six weeks in time. The informal bid process would require inclusion of additional costs and time delay factors for the analysis of the GIS roadway files, conversion of the files to the vendors software systems, set up of the print files, physical mailing of the proof files for viewing with an estimated cost of 25% of the total project.

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

The cost factor of the start up conversion with a new vendor and it's relevant 25% cost to the entire project is disproportionate to a small run reprint project. The conversion/set up cost will not apply to the vendor supplying our last order. This reason justifies the exclusion of other vendors.

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

O.R.C. requires the County Engineer to publish a County Highway Map. GIS Cartography & Publishing Co won the award of our previous requisition and informal bid process.

6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.

The process of interpreting the County's GIS files and the Engineer's Roadway/Survey files and the conversion to the vendors software and proofreading the resulting files are time consuming. The cost of this process for a short run printing is 25% of the total cost.

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 production of the County Highway Map under current standards will always incur substantial start-up costs. County IT Department will need to standardize the GIS mapping system to conform with a standard acceptable to the map production industry so conversion/start-up costs can be brought to a more reasonable level in comparison to the printing costs.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-992

Office of Human Resources, submitting an RFP exemption on RQ20292, which will result in an amendment to Contract No. CE1200104-01 with Sun Life Assurance Company of Canada for group healthcare benefits for County employees and their eligible dependents, including stop loss insurance services for the period 1/1/2012 - 12/31/2013 for additional funds in the amount not-to-exceed \$2,483,239.92.

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

Department of Human Resources plans to amend a contract with Sun Life Assurance Company of Canada, to extend the time period one year from January 1, 2013- December 31, 2013 for stop loss coverage for County employees and their eligible dependents in the amount not-to-exceed \$2,483,239.92.

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 was \$1,953,538.00. Amended contract would be not-to-exceed \$2,483,239.92 for the full year of 2013

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

An RFQ process was utilized. No vendors replied to the RFQ issued for the new contract

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

No other vendors were evaluated based on lack of responses.

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

We did not receive any replies to the RFQ for Stop Loss Insurance as advertised October 1-17, 2012. The current vendor offered the attached renewal.

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 would need to release a new RFQ and do not have time prior to 1/11/13 and results may not improve.

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

A survey was conducted after responses were not received.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-993

Office of Procurement and Diversity, submitting a sole source exemption on RQ25615, which will result in an award recommendation to Periscope Holdings, Inc. in the amount of \$96,795.00 for licenses and maintenance on the BuySpeed Online System for the period 12/1/2012 - 11/30/2015.

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

The Office of Procurement and Diversity is seeking to obtain a three year maintenance contract for the existing BuySpeed software program and to obtain an additional 12 Accounts Payable (AP) licenses.

The maintenance contract is an annual fee of \$29,535 for three years starting 12-01-12 to 11-30-15 totaling \$88,605.

The AP license (one time) cost is \$8,190.

The total request is for \$96,795.

Periscope's BuySpeed system is a database, a forms program, and a processing system. This system maintains County requisitions, purchase orders, payment vouchers, and approval mechanisms. This is the central purchasing database maintained by Cuyahoga County's Office of Procurement and Diversity.

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

This is the annual maintenance agreement for the BuySpeed system. This is a three year contract 12-1-12 to 11-30-15 at an annual cost of \$29,535 (for a total of \$88,605). The original purchase was in 2003. Unless there are special requests, there are no other charges involved.

The AP licenses will be owned by Cuyahoga County.

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

BuySpeed is utilized in the purchasing process from the start of the requisition up to the request to "cut a check" via a payment voucher. BuySpeed is to be linked to the OnBase system in order to better track the purchasing process. Buyspeed is also routinely utilized to complete Public Records requests, Public Viewing online at www.buyspeed.opd.cuyahogacounty.us, and is used to create the Purchase order list for weekly Contracts and Purchasing Board approvals.

AP Licenses are required by user departments in order to process invoices in the BuySpeed system.

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

The Office of Procurement and Diversity recently successfully upgraded the BuySpeed system.

The upgrades have brought us up-to-date with all new features of the software which include an internalized vendor database of close to 10,000 Cuyahoga County vendors. The existing system, is proprietary in nature, but the annual maintenance cost has remained relatively stable since the

purchase of the system in 2003 (original maintenance was \$17,500 per year and this year with expanded Accounts Payable licensing the cost is \$29,535) with over 200 "Users" in 40 Cuyahoga County Departments.

5. Were alternative goods/services evaluated?

This is a maintenance contract for an existing system. BuySpeed is a proprietary software system.

Procuring a new system would create significant changes, significant cost as well as training for staff. The cost of maintenance is deemed reasonable and maintenance services have been very efficient.

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

BuySpeed is an existing system which provides procurement resources to the 40 County departments. This software maintenance can only be provided by Periscope. A change in systems would involve great cost.

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

This is a sole source maintenance contract. We had a maintenance contract for the last period (12-1-10 to 11-30-12) at a cost of \$27,925. We have included a request for 12 new Accounts Payable licenses.

8. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future?

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

We have reduced our overall licenses to 205 from 269. We plan to utilize combined licensing access in order to minimize present and future cost.

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

A complete audit was made of the BuySpeed system in order to reduce unnecessary licenses by 24%. This reduction avoided additional cost that may have been incurred. We also received an additional discount on all licenses.

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

In the past year the annual maintenance cost was \$27,925. This has increased by \$1,610, but this figure is related to an expansion of 12 Accounts payable licenses. These licenses are used by 12 different departments within Cuyahoga County in order to process departmental purchase orders and process invoices. The AP licenses are at a discounted rate of \$682.50. each for a total of \$8,190

11. Amount to be paid: ____\$96,795. ____

☒ Approve
☐ Disapprove

____Hold

CPB2012-994

Department of Public Safety and Justice Services/Public Safety Grants, submitting an RFP exemption on RQ25076, which will result in a U.S. Communities/Joint Cooperative Purchase award recommendation to Thermo Fisher Scientific in the amount of \$58,736.84 for a FirstDefender RMX S2 unit.

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

This request is for the purchase of a specialized detection unit, FirstDefender RMX S2. This unit identifies and classifies solid and liquid compounds. The unit will be deployed to county bomb teams covering the West side of Cuyahoga County. This is the second unit purchased (Aug. 2012) for deployment. The unit will allow the bomb teams to remotely identify compounds in suspect packages to determine potential for harm to the general public. The unit can be mounted on in-service robots to further protect the safety of regional First Responders.

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

The purchase price for the unit is \$58,736.84 FY11 Urban Area Security Initiative (UASI) Grant Program

3. Rationale Supporting the Use of the Selected Procurement Method

The FirstDefender is the sole product of Thermo Fisher Scientific. This product can be purchased only through Thermo Fisher, or cooperative contracts. Thermo offers the item on GSA, but not on a schedule available to county governments. This equipment is available through the U.S. Communities Cooperative Purchasing Program, which Cuyahoga County is a member. Safeware, Inc is the current contract vendor for this cooperative purchase program with U.S. Communities. Contract #4400001839 expires September 30, 2014.

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

See above.

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

See above. The FirstDefender RMX was identified by county area bomb teams to close a gap in the teams' ability to safely identify, and ultimately neutralize, suspected IEDs. The unit can be attached to the arm of the in-service robots for remote identification of liquid or solid substances.

This purchase will foster cooperative support among Specialty Response teams. The county Hazmat teams have long considered this equipment to close gaps in their response capabilities. This unit, and the one purchased in August, 2012, though purchased by the regional bomb group, will spur sharing of scarce resources and essential team building through mutual training opportunities.

Thermo Fisher Scientific is the manufacturer and sole distributor of the units. They make the unit available on GSA, but the schedule is not available to county governments. Thermo is making the unit available through Safeware, 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.

This product cannot be purchased through competitive bid. Thermo Scientific (formerly Ahura Scientific) is manufacturer and sole distributor of this equipment. The equipment is listed on GSA by Thermo Scientific, but on Schedule 66, which is not available to local or county governments. Nor could this purchase be made as Sole Source as it is available through this cooperative purchasing program.

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 needs of regional first responders are supplied directly through the manufacturer, or on a state/GSA/cooperative purchasing contract. The vendors have already negotiated lowest-pricing with the purchasing program. When items are available from multiple sources, market competition is preferable to obtain the best pricing opportunity.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-995

Department of Health and Human Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE0900732-01 with Case Western Reserve University for a lead screening, childhood obesity and dental decay in children research program in connection with the Medicaid Technical Assistance and Policy Program for the period 10/1/2009 - 6/30/2012 to extend the time period to 12/31/2012; no additional funds required.

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

A request for Cuyahoga County to continue serving as public fiscal agent for the Center of Excellence in Child Healthcare ("the Center"), which is an Ohio Medicaid Technical Assistance and Policy Program (MEDTAPP) Project for six additional months (until Dec 2012) will allow the project to complete their findings. Case Western Reserve University (Leona Cutler, MD) is the point person for the project. The Center presently operates under an agreement between Cuyahoga County, the Chancellor of the Ohio Board of Regents, and Case Western Reserve University that was extended and approved by the County Executive on 9/26/11 extending the period until June 30, 2012. Because the State of Ohio does not function on calendar year, the extension that was approved could not run to the end of the calendar year 12/31/12 to coordinate with the project's end date. After the new agreement is signed, the contract between Case Western Reserve University and Cuyahoga County would also require an extension of the contract to 12/31/12. The extension requires no new money and simply extends the project's timeline.

Approval of this request will enable CWRU to complete the research project. The Chancellor works with the Ohio Department of Job and Family Services for the purpose of developing research in support of administrative and policy-making issues related to the Ohio Medicaid program.

The research for this project includes: lead screening, childhood obesity, and dental decay in children. The project has the potential to positively impact the quality of care for children in Northeast Ohio and the entire state. The study is designed to help inform policy decisions for the Ohio Medicaid program and augment efforts currently underway in the Ohio Department of Health.

All funding is pass-through on the MEDTAPP Project. Cuyahoga County is not required to match any dollars for this project.

Case Western Reserve University is a registered contractor with the Inspector General #12-0751.

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

The contracts original dollar amount is \$802,392.00 for the period of 10/1/2009 -6/30/2011. There is no request for additional dollars. Remaining dollars to be spent is \$144,634.00. An additional request is being made to extend the time until 12/31/2012. See comments in Section 1

3. Rationale Supporting the Use of the Selected Procurement Method

The Department of Jobs and Family Services works through an inner agency agreement that selects sites for research projects. We act only as Fiscal Agent and pass through of funds.

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

The Department of Jobs and Family Services works through an inner agency agreement that selects sites for research projects. We act only as Fiscal Agent and pass through of funds.

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

Case Western Reserve University needed a public institution to serve as Fiscal Agent. Approval of this request will enable CWRU to complete the research project. The Chancellor works with the Ohio Department of Job and Family Services for the purpose of developing research in support of administrative and policy-making issues related to the Ohio Medicaid program.

6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.

The Ohio Department of Jobs Family Services and the Board of Regents make decisions on selecting their vendor.

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

CPB2012-996

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting and RFP exemption which will result in an award recommendations and enter into contracts with Starting Point for administration of various program in connection with the Invest in Children Program for the period 1/1/2013 - 12/31/2013.

- 1) Early Care and Education Center Capacity and Expansion Program amount not-to-exceed \$94,697.00.
- 2) Teacher Education and Compensation Helps Program in the amount not-to-exceed \$646,571.00

Novus Title

Justification: Office of Early Childhood 2013 Starting Point Contract Center

Capacity and Expansion

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

To serve as system coordinator for the Early Care and Education Center Capacity and Expansion program. As the System Coordinator, Starting Point will be responsible for maintaining an adequate number of child care slots in child care centers or Type A Homes in high need neighborhoods by: 1) Maintaining child care supply and demand data to be used for planning and reporting, and 2) Providing child care center expansion and start-up technical assistance and training to potential providers and employers.

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

\$94,697.00 for the 2013 budget year.

3. Rationale Supporting the Use of the Selected Procurement Method

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 in 2009. As the state-designated child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing child care for their children; child care providers in need of technical assistance, training, and professional development; 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 to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the Early Care and Education Center Capacity and Expansion program under their state contract and allow for better coordination with statewide initiatives and planning processes. 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 lack of adequate data to use in ensuring that adequate child care is available to working families. In addition, the system would be unable to respond to the need for child care in low capacity neighborhoods due to a lack of resources for expansion.

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..

Novus Title

Justification: Office of Early Childhood 2013 Starting Point Contract Professional

Development & T.E.A.C.H.

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

To serve as the system coordinator of the Center Professional Development System and administer the T.E.A.C.H. scholarship program. As the System Coordinator, Starting Point will develop programs and services that are core elements to having a quality Early Care and Education Professional Development System for Child Care Centers including CDA training modules, train-the-trainer modules, and Leadership Development training that align with the State of Ohio Early Childhood Core Knowledge and Competencies, Step Up To Quality and Center for Early Childhood Development requirements. In addition, Starting Point will assume responsibility for the planning, policy and procedural development, oversight and administration of the Teacher Education and Compensation Help (T.E.A.C.H.) Program in conjunction with Cuyahoga County, the State of Ohio, and the Ohio Child Care Resource and Referral Association.

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

\$646,571.00

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 in 2009. As the state-designated child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing child care for their children; child care providers in need of technical assistance, training, and professional development; 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 to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the Center Professional Development System and T.E.A.C.H. program under their state contract and allow for better coordination with statewide initiatives and planning processes. 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 in, and/or, absence of services for center-based child care staff needing training, technical assistance, and professional development in order to maintain compliance with state licensing and quality rating system requirements that allow centers to provide high-quality care for children.

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

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.

☒ X Approve
☐ Disapprove

____Hold

CPB2012-997

Department of Health and Human Services/Division of Cuyahoga Jobs and Family Services, submitting a sole source exemption on RQ25603, which will result in an award recommendation to Sword Solutions, Inc. in the amount of \$1,305.00 for maintenance on Fraud Recovery and Overpayment System Tracking software for the period 12/1/2012 - 11/30/2013.

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

The Fraud Recovery and Overpayment System Tracking (FROST) application by Sword Solutions Inc., is a proprietary software application and provides the ability to track, analyze, and insure correct benefit payments are delivered to clients.

This system improves the verification of eligibility and accuracy of data and provides alerts to workers on fraud possibility and notification for payment recovery.

This application is used by the Investigations Department to prevent and determine any trends toward fraud or misapplication of benefits.

The service we are requesting is continued maintenance and support services.

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

This is not a new purchase. This is a renewal for proprietary software, licensing, maintenance, upgrades and support on Frost.

As EFS continues to find this system useful and functional, EFS will probably continue to request support annually.

The investment in staff training, usability, knowledge of the product and the ability maximize the usefulness of this product will continue. No new costs except annual maintenance are anticipated.

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

Refer to above answer. The product being maintained is a critical part of our fraud prevention efforts.

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

What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.

The developer of the FROST application is the only source of support.

5. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?

Support and maintenance is only available from the developer.

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

Support and maintenance is only available from the developer.

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

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

Service and support for this product is only available from the developer.

EFS has contracted with Sword Solutions Inc. since 2006 to provide support and maintenance On this application. This application was first introduced in EFS at that time, no other similar Applications were previously used.

The Investigation Department searched for this tool in 2005 and this application was found to Perform the needs of the department. No other apparent software tool met the needs as evaluated. Support and maintenance was renewed in 2011 at a cost of \$1,305.00 at no increase from 2010.

8. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future?

Support for this product is only available from the developer.

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

Support for this product is only available from the developer.

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

Support for this product is only available from the developer and it is the lowest of all our agreements.

11. Amount to be paid: _\$1,305.00

☒ X Approve
☐ Disapprove
☐ Hold

Consent Agenda

CPB2012-998

Department of Public Works,

- a) Submitting an amendment (Subsidiary No. 2) to Contract No. CE1100344-01 with Chemsteel Construction Company for rehabilitation of Old Mill Road Bridge No. 162 over the Chagrin River in the Village of Gates Mills for a decrease in the amount of (\$17,783.88).
- b) Recommending to accept the project as complete and in accordance with plans and specifications; requesting authority to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 70% Ohio Public Works Commission (Issue 1), 15% County using the \$5.00 Vehicle License Tax Fund and 15% Municipalities.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-999

Department of Public Works, submitting an amendment to a revenue generating agreement with Securus Technologies, Inc. fka Z Venture Capital Frontiers, Inc.. for payphones for various County departments for the period 8/1/2007 - 7/31/2012 to extend the time period to 2/28/2013 and to change the scope of services, effective 8/1/2012.

Funding Source: Revenue Generating

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1000

Department of Development, submitting an Urban Jobs and Ohio Enterprise Zone agreement among City of Solon and Nestle R & D Center, Inc. and Nestle Prepared Foods Company.
Funding Source: This is a local tax abatement agreement and does not require funding.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1001

Department of Information Technology, submitting an amendment to Contract No. CE1200128-01 with SHI International Corp. for maintenance and software support services for Blackberry Enterprise Server Software for the period 11/1/2011 - 10/31/2012 to extend the time period to 8/20/2013; no additional funds required.

Funding Source: 100% General Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1002

Department of Information Technology, 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.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1003

Office of Procurement & Diversity, requesting authority to dispose of surplus County property no longer needed for public use by internet auction for the period 1/1/2013 - 12/31/2013; requesting authority for the Director to advertise, post notice and conduct the internet auctions via its representative GovDeals, Inc., in accordance with Ohio Revised Code Section 307.12(E).

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1004

Department of Public Safety and Justice Services/Public Safety Grants,

A) submitting an agreement with City of Cleveland in the amount not-to-exceed \$709.78 for reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 5/12/2012 - 10/15/2012.

B) submitting an agreement with City of Solon in the amount not-to-exceed \$1,048.61 for reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 6/1/2010 - 12/31/2012.

Funding Source: 100% by DHS through OEMA.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1005

Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for the purchase of equipment for the FY2007 State Homeland Security Grant Program for the period 7/1/2007 - 3/31/2010:

- a) City of Bedford Heights valued in the amount of \$32,685.40.
- b) City of Independence valued in the amount of \$5,846.80.

Funding Source: 100% FY 07 State Homeland Security Grant Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

Office of Procurement & Diversity, presenting voucher payments for the week of November 5, 2012.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1006

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Bedford Heights for the purchase of equipment, valued in the amount of \$25,984.50, for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010.

Funding Source: 100% FY 07 Urban Area Security Initiative funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1007

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Brooklyn for the purchase of equipment, valued in the amount of \$10,170.00, for the FY2008 State Homeland Security Grant Program for the period 9/1/2008 - 3/31/2011.

Funding Source: 100% FY 08 State Homeland Security Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1008

Department of Public Safety and Justice Services/ Public Safety Grants, submitting an agreement with City of Independence for the purchase of equipment, valued in the amount of \$7,426.50, for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010.

Funding Source: 100% FY 07 Urban Area Security Initiative grant funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1009

Department of Public Safety and Justice Services/ Public Safety Grants, submitting an agreement with City of Independence for the purchase of equipment, valued in the amount not-to-exceed \$10,170.00, for the FY2008 State Homeland Security Program for the period 9/1/2008 - 3/31/2011

Funding Source: 100% FY 08 State Homeland Security Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1010

Department of Health and Human Services/Division of Children and Family Services, submitting 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.

Funding Source: 100% Health and Human Services Levy.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1011

Office of Procurement & Diversity, presenting voucher payments for the week of November 13, 2012.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1012

Department of Development, presenting voucher payments between November 1, 2012 and November 11, 2012.

☒ Approve
☐ Disapprove
☐ Hold

V. Other Business

The agenda was amended to introduce the following **time sensitive/ mission critical purchases items**

Presented by Paul Herdeg, Department of Development

1. Department of Development, submitting a contract with Joseph Wagner in the amount not-to-exceed \$10,675.00 for exterior improvements in connection with a Storefront Renovation

Rebate Program project located at 9696 Columbia Road, Olmsted Falls, for the period 11/14/2012 - 12/31/2012.

Presented by Mike Chambers, Department of Public Works

2. **Purchase of 2 Chain Saws in the total amount of \$1,151.92 due to Storm damage.**
3. **Sanitation and cleaning of Carpet in the amount of \$905.00 for the new Juvenile Justice Center due to Storm damage.**
4. **Purchase of a Wood Chipper in the amount of \$1,500.00 due to Storm damage.**

Presented by Paul Marnichek, County Prosecutor

5. Payment to RGD Electric in the amount of \$1,233.00 for work on a Forensic Mobile Investigative Unit .

VI. Public Comment – There was no public comment

VII. Adjournment: The meeting was adjourned at 12:00 P.M.