

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
November 26, 2012 11:30 A.M.

I. Call to Order: The meeting was called to order at 11: 40 A.M.

Attendees: County Executive Edward FitzGerald
Chief of Staff Matt Carroll
Councilman Dale Miller – Alternate for Dave Greenspan
Fiscal Officer Wade Steen
Director Bonnie Teeuwen
Director Lenora Lockett
Andria Richardson – Alternate for David Merriman

Councilman Dave Greenspan and Clerk of the Contracts and Purchasing Board David Merriman were unavailable.

Note: the minutes for November 13, 2012 were approved as amended. Bonnie Teeuwen abstained.

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 for Review

CPB2012-952

Department of Information Technology, recommending an award on RQ25202 and enter into a state contract with CA, Inc. in the amount not-to-exceed \$14,999.99 for maintenance and support on DYNAM/TLMS Tape Management System for the period 10/24/2011 - 10/23/2013.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

B. Scheduled Items

CPB2012-1038

Department of Public Works, submitting an amendment to Contract No. CE1100371-02 with Mid-West Presort Mailing Services, Inc. for presort mailing services for the period 2/1/2011 - 1/31/2013 to extend the time period to 1/31/2014 and for additional funds in the amount not-to-exceed \$29,160.00.

Funding Source: 100% Internal service fund

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1039

Department of Public Works, recommending an award on RQ25297 and enter into a contract with Platinum Plumbing, Inc. dba Mayer Plumbing in the amount not-to-exceed \$24,000.00 for maintenance and repair on sanitary sewer lines on an emergency basis for the period 11/1/2012 - 10/31/2013.

Funding Source: 100% Sanitary Sewer District Funds

Note: This item was held at the request of the Department.

☐ Approve
☐ Disapprove
☒ Hold

CPB2012-1040

Department of Development, requesting approval of a contract with MAE Construction LLC for the anticipated cost of \$8,000.00 for Case 345 Marbley at 1505 East 221st Street Euclid The anticipated start-completion dates are November 26, 2012 – May 31, 2013.

Funding Source: \$8,000.00 U.S. Department of Housing and Urban Development Lead Hazard Remediation Grant passed through County Board of Health. Due to federal grant requirements the Lead Hazard Remediation Grant maximum contribution for this project is \$8,000.00. The homeowner is contributing \$1,195.00.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1041

Department of Information Technology, recommending an award on RQ25211 and enter into a contract with Entrust, Inc. in the amount not-to-exceed \$24,440.00 for renewal of 40 Entrust Certificate Services CMS Account Portal, maintenance and support for the period 10/23/2012 - 10/22/2013.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1042

Recommending an award on on RQ25165 and enter into a contract with Periscope Holdings, Inc., sole source, in the amount of \$96,795.00 for AP license, support and maintenance on the BuySpeed Online System for the period 12/1/2012 - 11/30/2015.

Funding Source: 100% by the General Fund.

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1043

Department of Workforce Development,

- A) Submitting a contract with Bula Forge & Machine, Inc. in the amount not-to-exceed \$6,400.00 for the On-the-Job Training Program for the period 11/12/2012 - 1/31/2013.
- B) Submitting a contract with PPG Industries, Inc. in the amount not-to-exceed \$9,600.00 for the On-the-Job Training Program for the period 10/22/2012 - 12/31/2012.

Funding Source: 100% by Federal Workforce Investment Act (WIA) Funds

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1044

~~Department of Workforce Development,~~ recommending an award on RQ25603 and enter into a contract with Sword Solutions, Inc., sole source in the amount not-to-exceed \$1,305.00 for support and maintenance on Fraud Recovery and Overpayment System Tracking software for the period 12/1/2012 - 11/30/2013.

Funding Source: Federal Public Assistance (PA) funds

Note: This item was amended to reflect the Department name as Division of Cuyahoga Job and Family Services.

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1045

Office of Procurement & Diversity, recommending an Award:

Department of Public Works

- a) on RQ24321 to CCI North Coast (6-1) in the amount of \$84,136.67 for 1-international cab and chassis.

Funding Source: 100% Sanitary Engineering Funds

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1046

Office of Procurement & Diversity, recommending an Award:

Medical Examiner

a) on RQ25141 to Fisher Scientific Co. LLC (19-4) in the amount of \$40,146.17 for Thermo Scientific Jewett Refrigerator and Freezers.

Funding Source: 100% Gruttadauria Fund.

Note: This item was held at the request of the Department.

☐ Approve
☐ Disapprove
☒ Hold

CPB2012-1047

Medical Examiner, recommending an award on RQ25178 and enter into a contract with Electron Optics Service, Inc. in the amount not-to-exceed \$22,500.00 for maintenance on the AMRAY Electron Microscope for the period 1/31/2013 - 1/30/2016.

Funding Source: 100% General Fund.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1048

County Sheriff, requesting approval to apply for and accept grant funds from U.S. Department of Justice, Office of Justice Programs, Bureau of Justice Assistance in the amount of \$5,839.57 for the FY2012 Bulletproof Vest Partnership Grant Program for the period 9/10/2012 - 8/31/2014.

Funding Source: The U.S. Department of Justice, Office of Justice Programs will fund 50% of this project with the CCSO funding the remaining 50% of the project.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1049

Juvenile Court, recommending awards on RQ24070 and enter into contracts with various providers for evidence-based anger management group therapy services for the period 12/1/2012 - 6/30/2013:

A) Catholic Charities Services Corporation dba Parmadale Family Services, Inc. in the amount not-to-exceed \$59,062.50.

B) Guidestone in the amount not-to-exceed \$19,687.50.

Funding Source: 100% RECLAIM Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1050

Department of Health and Human Services, Community Initiatives Division/Office of Early Childhood, recommending an award on RQ25712 and enter into a contract with Starting Point in the amount not-to-exceed \$94,697.00 for administration of the Early Care and Education Center Capacity and Expansion Program for the Invest in Children for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% by Health and Human Services levy funds.

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1051

Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ23754 and enter into a contract with the JRS Group, LTD in the amount not-to-exceed \$100,000.00 for strategic planning services for the period 12/1/2012 - 12/31/2014.

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

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1052

Department of Health and Human Services/Division of Cuyahoga Job and Family Services, recommending an award on RQ24347 and enter into a state contract with Harris, Mackessy & Brennan, Inc. dba HMB, Inc. in the amount not-to-exceed \$2,601.22 for maintenance and support of HMB RightFax software for the period 9/1/2012 - 8/31/2013.

Funding Source: 100% by Federal Public Assistance (PA) funds

☒ Approve
☐ Disapprove
☐ Hold

C. Exemption Requests

CPB2012-1053

Medical Examiner, submitting a sole source exemption, which will result in a contract with American Association of Blood Banks in the amount not-to-exceed \$10,740.00 for accreditation of Parentage and Identification Unit laboratories for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% by the Medical Examiner's Crime Lab General Fund

A. Scope of Work Summary:

1. Medical Examiner's Office requesting approval of a Sole Source Justification for accreditation by American Association of Blood Banks, AABB, for the anticipated cost not-to-exceed \$10,740.00. The anticipated start-completion dates are 01/01/2013-12/31/2013, payment must be received no later than 12/31/2012.
2. The primary goal of the project is for the vendor to provide continued accreditation for the Medical Examiner's Parentage & Identification Unit of the laboratories. This department has been accredited by AABB since 2007.

B. Procurement:

1. The procurement method for this project is Sole Source. The total value is \$10,740.00.

Contractor and Project Information:

1. The address of the vendor is:

AABB

8101 Glenbrook Road

Bethesda, MD 20814-2749

2. Susan L. Stramer, PhD, President.

D. Project Status and Planning:

1. The project is an annual occurrence.
2. The purchase order needs a signature in ink by 12/01/12.

E. Funding:

1. The project is funded 100% by the Medical Examiner's Crime Lab General Fund.
2. The schedule of payment is by invoice.

☒ X Approve

☐ Disapprove

☐ Hold

CPB2012-1054

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption, which will result in a contract with Starting Point in the amount not-to-exceed \$2,038,762.00 for the coordination and management of the Family Child Care Home Regional System for the Invest in Children Program for the period 1/1/2013 - 12/31/2013.

Funding Source Health and Human Services Levy funds

☒ X Approve

☐ Disapprove

☐ Hold

Consent Agenda

CPB2012-1055

Department of Public Works,

A) Submitting an amendment (Subsidiary No. 2) to Contract No. CE1100285-01 with Karvo Paving Company for the repair and resurfacing of Tiedeman Road from Brookpark Road to Memphis Avenue to Brookpark Road in the City of Brooklyn for a decrease in the amount of (\$547,572.97).

B) Recommending to accept said project, as complete and in accordance with plans and specifications.

C) Requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: Funding: 80% Federal Funds, 100% County using funds from the \$5.00 Vehicle License Tax fund, 10% City of Brooklyn.

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1056

Cuyahoga County Board of Developmental Disabilities,

- A) Submitting an amendment to Contract No. CE1200384-01 with M. Downing Construction Company, Inc. for renovation of toilet rooms at the Rocky River Adult Activities Center, located at 20120 Detroit Road, Rocky River, for a decrease in the amount of (\$800.00).
- B) Recommending to accept said project as complete and in accordance with plans and specifications.
- C) Requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 100% General Funds

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1057

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1000207-01-04 with Case Western Reserve University for evaluation of the Invest in Children Program for the period 12/1/2009 - 12/31/2012 to extend the time period to 6/30/2013; no additional funds required.

Funding Source: 99.65% (\$950,000) from private foundation resources (Gund and Cleveland Foundations) and 0.35% (\$3,333) from County Health & Human Services Levy funds.

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1058

Department of Law, seeking authority to execute termination of Lease and ~~associated documents~~ ***Base Lease with West Side Deutscher Frauen Verein** necessary for the refinancing of conduit bonds that were issued in 1999 for the benefit of Altenheim, an assisted living center and 501c3.

Note: This item was amended to reflect additional language and the name of the vendor. (*see above.)

CPB2012-1059

Office of Procurement & Diversity, presenting voucher payments for the week of November 26, 2012.

☒X Approve
☐ Disapprove
☐ Hold

V. Other Business

VI. Public Comment – There was no public comment.

VII. Adjournment: The meeting was adjourned at 12:22 P.M.