

Minutes

Contracts and Purchasing Board

County Administration Building, 4th Floor

December 3, 2012 11:30 A.M.

I. Call to Order: The meeting was called to order at 11:48 A.M.

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

II. Review and Approve Minutes: The minutes were approved as written. Councilman Dave Greenspan abstained.

III. Public Comment - There was no public comment.

IV. Contracts and Awards

A. Tabled Items for Review

CPB2012-823

Department of Information Technology, submitting a contract with Pivotal Corporation in the amount not-to-exceed ~~\$11,467.29~~ **\$22,923.34** for Support and Maintenance of Respond Center Point Software for the period ~~7/1/11-6/30/14~~. **7/1/12-6/30/17**.

Funding Source:100% General Fund

☒ 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.

☒ Approve
☐ Disapprove
☐ Hold

B. Scheduled Items

CPB2012-1060

Department of Development, requesting approval of an amendment to contract CE0900689-01, 02 dated September 17, 2009 with the County Land Bank in the amount of \$21,053.00 for the purpose of demolition of blighted structures.

Funding Source: 100% by State of Ohio NSP funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1061

Department of Development, requesting approval of a Sole Source contract with Philadelphia Industrial Development Corporation (PIDC), for Portfol Software Maintenance and Support Services for the anticipated cost of \$2,400.00 for the period of July 1, 2011 through December 31, 2012.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1062

Department of Development,

A) Requesting approval of a brownfield environmental site assessment contract with URS Corporation in the amount not-to-exceed \$8,500. The start and completion dates are 12/03/2012 - 06/01/2013.

B) Requesting approval of a brownfield environmental site assessment contract with Pandey Environmental LLC. in the amount of \$6,000.00. The start and completion dates are 12/03/2012 - 06/01/2013.

C) Requesting approval of a brownfield environmental site assessment contract with HZW Environmental Consultants LLC in the amount of \$10,550.00. The start and completion dates are 12/03/2012 - 06/01/2013.

Funding Source: 100% General Fund /Brownfield Revolving funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1063

Department of Development, requesting approval of a contract with C.B. Mullins Construction Company, Inc. for the anticipated cost of \$30,200.00 for Lead Remediation Cases 167 Landriscina 168 Bewley 169 Vacant 170 Demeo at 1589 Hopkins Avenue Units 1-4 Lakewood. The anticipated start-completion dates are November 26, 2012 – May 31, 2013.

Funding Source: 100% by the U.S. Department of Housing and Urban Development Lead Hazard Remediation Grant passed through County Board of Health

☒X Approve
☐ Disapprove
☐ Hold

CPB2012-1064

Department of Workforce Development,

A) Submitting a contract with American Center for Conflict Resolution Institute, Inc. dba Lakewood College in the amount not-to-exceed \$3,000.00 for the On-the-Job Training Program for the period 10/15/2012 - 2/15/2013.

B) Submitting a contract with Steel Warehouse of Ohio, LLC in the amount not-to-exceed \$14,800.00 for the On-the-Job Training Program for the period 7/9/2012 - 12/31/2012.

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

Note: Item A & B were originally approved. Later in the meeting the agenda was amended to reflect Item A be placed on hold at the request of Ed FitzGerald.

☒X Approve - **Item B only.**
☐ Disapprove
☒X Hold – **Item A only.**

CPB2012-1065

Fiscal Office, submitting amendments to contracts with various providers for the 2012 sexennial reappraisal and annual maintenance for the period 5/23/2011 - 12/31/2012 for additional funds:

- 1) Contract No. CE1100449-02 with Daniel P. Forrester in the amount not-to-exceed \$7,148.00.
- 2) Contract No. CE1100448-02 with Edward D. Horton in the amount not-to-exceed \$6,304.00.

Funding Source: 100% Real Estate Assessment fund

☒X Approve
☐ Disapprove
☐ Hold

CPB2012-1066

County Prosecutor, requesting the retention of OM Partners, LLC dba Ostendorf-Morris Company for appraisal services in the amount not-to-exceed \$4,500.00 for Cuyahoga County Department of Public Works in connection with Cuyahoga County (Whiskey Island) v. Cuyahoga County Board of Revision, Complaint Number 201104250255.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1067

Department of Public Safety and Justice Services/Public Safety Grants, recommending an award on RQ25604 and enter into a contract with Cinecraft Productions, Inc. in the amount not-to-exceed \$10,119.00 for development of multi-media campaign to promote the Northeast Ohio Regional Fusion Center in connection with the FY2010 State Homeland Security-Law Enforcement Grant Program for the period 11/1/2012 - 2/28/2013.

Funding Source: 100% funded through the FY10 SHSP-LE

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

☐ Approve
☐ Disapprove
☒ Hold

CPB2012-1068

Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 6/1/2010 - 12/31/2012:

- a) City of Cleveland Heights in the amount not-to-exceed \$285.60.
- b) City of Garfield Heights in the amount not-to-exceed \$305.37

Funding Source: 100% FY 10 Interoperable Emergency Communication Grant Program

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

☐ Approve
☐ Disapprove
☒ Hold

C. Exemption Requests

CPB2012-1069

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption to apply for and accept a grant application from the Treu-Mart Fund in the amount of \$50,000.00 for the Young Children's Emotional Development Exhibit at the Children's Health Museum for the period 12/1/2012 - 11/30/2013.

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

In a proposal to the Treu- Mart Fund, the Office of Early Childhood/Invest in Children is proposing to contract with The Children's Museum of Cleveland (CMC) to develop an interactive, multi-sensorial

exhibit that would help young children recognize and identify their own feelings, as well as suggest developmentally appropriate coping strategies for them to use when they are afraid, sad, angry, etc. In addition, the exhibit will provide parents and other caregivers with parallel information from to help them support young children's socio-emotional development and information derived from brain development research that demonstrates how early exposure to either supportive or traumatic experiences literally shapes the individual's brain and has a lifelong influence on their life trajectory. Specifically, the contract with The CMC would require them to design, fabricate, display and make readily available to the public this exhibit at their facility in University Circle.

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

Based on the experience of The Children's Museum of Cleveland, it is estimated that design costs for the project will be \$25,000 and fabrication and construction costs will total \$145,000. We are requesting a grant of \$50,000 from the Treu Mart Fund which will allow us to begin the design process in earnest and also pay for a portion of fabrication costs. Conversations have begun with a number of other private foundations in the Cleveland area regarding the exhibit and other proposals will be submitted to cover the remaining costs of the project.

3. Rationale Supporting the Use of the Selected Procurement Method

The Children's Museum of Cleveland has a solid record of attracting parent-child groups and engaging them in experiential learning. Experiential learning involving both parent and child simultaneously is the most effective way to achieve an understanding of emotions because emotions must be experienced in an interpersonal context to be understood. Their mission is to provide unique, innovative, and impactful experiences, exhibits, and education programming, within and outside of the Museum, that will foster learning and development in all children ages birth-8; with a special emphasis on birth-5. Lastly, they are the only museum in Northeast Ohio with a unique focus on young children and their families.

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

None. The Children's Museum of Cleveland is the only museum in Northeast Ohio with a unique focus on young children and their families. No other museum, or other educational entity in the community, has the expertise and experience to develop and display an exhibit on the social-emotional development of young children.

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

The Children's Museum of Cleveland has a solid track record of attracting parent-child groups and engaging them in experiential learning.

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.

None.

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.

☒ Approve
☐ Disapprove

☐ Hold

D. Consent Agenda

CPB2012-1070

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

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1071

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Fairview Park for the purchase of equipment, valued in the amount of \$6,780.00, for the FY2008 State Homeland Security Grant Program for the period 9/1/2008 - 8/31/2011.

Funding Source: 100% FY 08 State Homeland Security Program

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1072

Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to a grant agreement with Ohio Emergency Management Agency in the amount \$141,225.00 for the FY2010 Interoperable Emergency Communications Grant Program for the period 6/1/2010 - 12/31/2012 to extend the time period to 5/15/2013.

Funding Source: Department of Homeland Security funding through the Ohio Emergency Management Agency

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1073

Department of Public Safety and Justice Services/Public Safety Grants, submitting a grant agreement with Ohio Emergency Management Agency in the amount of \$216,829.00 for the FY2012 State Homeland Security Grant Program - Law Enforcement for the period 9/1/2012 - 5/30/2014.

Funding Source: State Homeland Security Grant Program-Law Enforcement grant funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2012-1074

Office of Procurement & Diversity, presenting voucher payments for the week of December 3, 2012.

☒ X Approve
☐ Disapprove
☐ Hold

CPB2012-1075

Department of Development, presenting Voucher payments between November 22, 2012 and November 28, 2012.

☒ X Approve
☐ Disapprove
☐ Hold

The agenda was amended to introduce the following **time sensitive/ mission critical purchase item**:

Presented by Mike Chambers, Department of Public Works

1. **Requisition Number CT12-25922 Purchase of 25 windows and 1 slider at the Ameritrust complex to Glass Fabrications in the amount of \$8,859.00.**

V. Other Business

CPB2012-1076

Department of Information Technology, submitting a contract with Infor Global Solutions, Inc. in the amount of \$61,175.65 for maintenance and upgrade to the County's Payroll System for the period of July 2, 2012 – July 1, 2013.

Funding Source: 100% General Fund .

☒ X Approve
☐ Disapprove
☐ Hold

Note: David Merriman announced that at the December 10 meeting the Board will have a discussion to confirm the date and time of the last meeting of the year.

- VI. Public Comment – There was no public comment.
- VII. Adjournment: The meeting was adjourned at 12:09 P.M.