

**Minutes**

Cuyahoga County Board of Control  
County Administration Building, 4th Floor  
January 28, 2012 11:00 A.M.

Board of Control Clerk David Merriman acknowledged that the Council appointment for this Board has changed. Dave Greenspan now serves as the designated County Council representative.

- 1. Call to Order: The meeting was called to order at 11:18 A.M.

Attendees: County Executive Edward FitzGerald  
Councilman Michael Gallagher  
Councilman Dave Greenspan  
Council Pernel Jones, Jr.  
Fiscal Officer Wade Steen  
Director Bonnie Teeuwen  
Director Lenora Lockett  
Board of Control Clerk David Merriman

Review and Approve Minutes - Ed FitzGerald made a motion to approve, Councilman Gallagher seconded, the minutes were approved as written. Councilman Dave Greenspan and Director Bonnie Teeuwen abstained.

- 4. Tabled Items Returned for Review

**BC2012-371**

Department of Public Safety and Justice Services, Witness/Victim, recommending an award on RQ24804 and enter into a contract with Recess Creative, LLC in the amount of \$175,000.00 for Defending Childhood Community Awareness Services for the period 1/1/2013 - 9/30/2013.

Funding Source: funded 100% by the U.S. Department of Justice under the Defending Childhood cooperative project.

Ed FitzGerald made a motion to approve, Pernel Jones, Jr. seconded, the item was approved.

Approve  
 Disapprove  
 Hold

**BC2013-23**

Department of Workforce Development, submitting an amendment to Contract No. CE1200373-01 with CBRE, Inc. for owner representation services, acquisition plus commission on the disposition of properties for the Real Estate Portfolio Consolidation for the period 6/4/2012 - 6/3/2015 to change the scope of services, effective 1/28/2013 and for additional funds in the amount not-to-exceed \$47,000.00.

Funding Source: 100% General Fund

Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve  
 Disapprove  
 Hold

**BC2013-24**

Department of Workforce Development, In partnership with City of Cleveland/Cuyahoga County Workforce Investment Board, submitting an amendment to Contract No. CE1000591-01 with United Labor Agency, Inc. for Employment Connection One-Stop operation and/or services to adult job seekers for the period 7/1/2010 - 6/30/2013 to change the scope of services, effective 11/19/2012 and for additional funds in the amount of \$100,000.00.

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

Ed FitzGerald made a motion to approve, Pernel Jones, Jr. seconded, the item was approved.

Approve  
 Disapprove  
 Hold

**BC2013-25**

Department of Health and Human Services, submitting an agreement with Cuyahoga County Board of Health in the amount not-to-exceed \$125,000.00 for child fatality review services for the period 1/1/2013 -12/31/2013.

Funding Source: 100% Health and Human Services Levy funds

Ed FitzGerald made a motion to approve, Bonnie Teeuwen, seconded, the item was approved.

Approve  
 Disapprove  
 Hold

**BC2013-26**

Department of Health and Human Services, submitting an amendment to Contract No. CE1200504-01 with Starting Point for referral agency services for the period 8/1/2012 - 7/31/2013 to change the scope of services, effective 1/15/2013 and for additional funds in the amount of \$98,550.00.

Funding Source: 100% through Federal Child Care Administration funds

Approve  
 Disapprove  
 Hold

Ed FitzGerald made a motion to approve, Wade Steen, seconded, the item was approved.

**BC2013-27**

Clerk of Courts and Common Pleas Court,

a) submitting an RFP exemption 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 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed ~~\$270,928.00~~ **\$406,392.00**.

b) submitting 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 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed ~~\$270,928.00~~ **\$406,392.00**.

Funding Source: 100% General Fund

1. Vendor Information: Proware Case Management System

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

Management and maintenance services, systems analyst and program analyst services, and ongoing system management and support services for the Court's PROWARE Case Management System (CMS).

3. 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 contract with PROWARE is for a period of two months in the amount not-to-exceed ~~\$270,928.00~~ **\$406,392.00**.

Contained in the contract in addition to ongoing maintenance is future purchases/renewal of software licenses and replacement of hardware.

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

The Court has been operating with its PROWARE CMS since 1997.

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

Provide specific, quantifiable factors/qualifications.

No other product would be able to provide the specific services that our current CMS does without having to incur substantial development and/or modification costs to implement.

6. Were alternative goods/services evaluated?

No.

PROWARE's performance, we do not wish to consider utilizing any other CMS.

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

Yes, PROWARE has been used in the past on a sole source basis.

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?

The three (3) County Common Pleas Courts, General Division, Domestic Relations & Probate all have PROWARE contracts expiring the end of this year and we all sat down with Mr. Sadler from PROWARE and negotiated with him together, thus getting very favorable contract pricing.

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

The amendment extends the time period to 3/31/2013 and for additional funds in the amount not-to-exceed ~~\$270,928.00~~. **\$406,392.00**.

12. Amount to be paid: ~~\$270,928.00~~ **\$406,392.00**.

Note: Dave Greenspan pointed out the briefing summary did not reference the amended additional funds dollar amount of **\$406,392.00** throughout the document. Ed FitzGerald stated the amended dollar amount needs to be consistently reflected on all supporting documents.

Ed FitzGerald made a motion to approve, Bonnie Teeuwen, seconded, the item was approved.

Approve  
 Disapprove  
 Hold

6. Other Business

**BC2013-28**

County Law Department, submitting an amendment to Contract between County of Cuyahoga, Ohio and Hylant Group, Inc. for Insurance Brokerage and Risk Management Services (RFQ # 24839; Encumbrance No. CE1200705) to increase the maximum not to exceed amount from \$3,600,000.00 to \$4,100,000.00.

Funding Source: 100% General Fund

Ed FitzGerald made a motion to approve, Bonnie Teeuwen, seconded, the item was approved.

Approve  
 Disapprove

\_\_\_Hold

7. Public Comment – There was no public comment.
8. Adjournment – Ed FitzGerald made a motion to adjourn, Pernel Jones, Jr. seconded, the meeting was adjourned at 11:57 A.M.