

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor
February 25, 2013 11:00 A.M.

- 1. Call to Order: The meeting was called to order at 11:08 A.M.

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

Councilman Dave Greenspan was unavailable.

Review and Approve Minutes - Ed FitzGerald made a motion to approve, Wade Steen seconded, the minutes were approved as written.

- 4. Tabled Item Returned for Review

BC2013-47

Juvenile Court, submitting an agreement with Village of Bentleyville in the amount not-to-exceed \$1,200.00 for the Community Diversion Program for the period 3/1/2013 - 12/31/2013.

Funding Source; 100% by General Fund.

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

- 5. Scheduled Items for Review

BC2013-51

Department of Development, requesting approval of a revenue generating agreement with the Cuyahoga County Board of Health to receive up to \$217,297.67 of federal Lead remediation grant funds. Dates of the agreement are March 1, 2013 - May 31, 2015.

Funding Source: Revenue generating

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

Approve
 Disapprove

Hold

BC2013-52

Department of Development, recommending awards on RQ26185 and enter into contracts with various providers for fair housing services for the Cuyahoga Urban County for the period 3/1/2013 - 2/28/2014:

- a) Housing Research & Advocacy Center in the amount not-to-exceed \$104,500.00 for education, outreach and complaint investigation services.

- b) Cleveland Tenants Organization in the amount not-to-exceed \$33,000.00 for landlord and tenant counseling services.

Funding Source: 100% Community Development Block Grant funds

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-53

Department of Information Technology,

- A) Submitting an RFP exemption, which will result in an award recommendation to RICOH USA, Inc. in the amount not-to-exceed \$158,517.00 for maintenance on 2-IBM 4100 printers for the period 12/1/2012 - 11/30/2015.

- B) Recommending an award on RQ25014 and enter into a state contract with RICOH USA, Inc., in the amount not-to-exceed \$158,517.00 for maintenance on 2-IBM 4100 printers for the period 12/1/2012 - 11/30/2015.

Funding Source: 100% General Fund

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

The Department of Information Technology has a present need for maintenance of two IBM 4100 printers, including estimated usage costs (clicks).

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

Contract is for three years in an amount not to exceed \$158,517.00. Index Code IS692301

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

RICOH is an authorized service provider for 4100 Printer maintenance service of IBM Printer products to the County as a State of Ohio Term Vendor Schedule # 800054.

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

Four Vendors were approached for a maintenance contract; SHI, CSJ Tech, Sirius Computer Solutions and RICOH. Only RICOH were able to provide a quote.

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

Vendor can supply the quality of service that is needed for this equipment in a timely manner.

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.

Service for this equipment is critical since it involves the printing of all checks and Human Services letters to clients. This equipment must be available 7 x 24 x 365.

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 at this time.

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

Approve
 Disapprove
 Hold

BC2013-54

Department of Workforce Development, submitting an amendment to Contract No. CE1000589-01 with Mature Services, Incorporated for Employment Connection One-Stop operation and/or services to adult job seekers for the period 7/1/2010 - 6/30/2013 for additional funds in the amount of \$44,064.00.

Funding Source: 100% Federal TANF Funds

Ed FitzGerald made a motion to approve, Dale Miller, seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-55

Office of Procurement & Diversity, recommending an award:

Medical Examiner

on RQ25321 and enter into a contract with Promega Corporation (3-2) in the amount not-to-exceed \$224,000.00 for Promega consumables for the period 3/1/2013 - 2/28/2015.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

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

BC2013-56

Department of Public Safety and Justice Services/Public Safety Grants, requesting approval to apply for and accept grant funds from Ohio Department of Youth Services in the amount of \$110,340.00 which will result in contracts with various municipalities and providers and related grant activities for the 2012 Juvenile Accountability Block Grant Program for the period 1/22/2013 - 12/22/2014:

- A. The City of Cleveland (Community Relations) in the amount of \$32,010.00.
- B. The City of Lakewood (Division of Youth) in the amount of \$20,000.00.
- C. East Cleveland Neighborhood Center in the amount of \$20,000.00.
- D. Golden Ciphers, Inc in the amount of \$20,000.00.

Funding Source: 100% FY12 JABG from the Ohio Department of Youth Services through the Federal Office of Juvenile Justice and Delinquency Prevention.

Ed FitzGerald made a motion to approve, Dale Miller, seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-57

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an agreement with Cleveland Clinic Foundation in the amount of \$130,000.00 for reimbursement of staffing services in connection with various Medicaid programs for the period 3/4/2013 - 3/3/2014.

Funding Source: 100% Cleveland Clinic Funds

Ed FitzGerald made a motion to approve, Dale Miller, seconded, the item was approved.

Approve
 Disapprove
 Hold

6. Other Business

BC2013-58

Department of Development, requesting approval of an alternative procurement process on RQ26383 to allow approval of a contract with MAE Construction LLC for the anticipated cost of \$25,675. 10606 Edgepark Drive Units 1 & 2, Garfield Heights, The tentative anticipated start-completion dates are March 11, 2013 - June 9, 2013. (Board of Control Ordinance 02011-0044, Section 4.4.b.16)

Funding Source: Federal grant (Dept. of HUD) passed through County Board of Health

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

This contract covers Lead Hazard Remediation services at 10606 Edgepark Drive, Units 1 & 2, Garfield Hts., Ohio.

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

The contract amount is \$25,675. The funding source includes \$20,000 from the U.S. Department of Housing and Urban Development. The homeowner has been approved for a loan from the Department of Development's Community Development Block Grant Program Funds to cover the of \$5,675.

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

Competitive bidding was carried out by the Department of Development as usual for Lead Hazard Remediation services. The lowest bidder of three qualified bidders for this job was C.B. Mullins Construction Company.

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

All Lead Abatement Contractors registered with Cuyahoga County were asked to bid and the lowest of three bids was selected.

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

Lead Hazard Remediation services are carried out based on a standard Lead Risk Assessment by Cuyahoga County Board of Health. The lowest of 3 bids from qualified contractors registered with Cuyahoga County was selected.

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.

Since Lead Hazard Remediation bids rarely come in over \$25,000 and since the informal bidding process used by the department of Development ensures full and open competition among all Lead Abatement Contractors registered with Cuyahoga County, nothing would be gained by repeating the bidding process. Additionally, with the health of young children at risk due to exposure to lead paint, delay for bidding would cause a health risk.

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

Since the Department of Development already uses a sealed bid process with at least three bids required from qualified contractors, the current informal bid process will be continued except for very large jobs.

Ed FitzGerald made a motion to approve, Michael Gallagher 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, Michael Gallagher seconded, the meeting was adjourned at 11:22 A.M.