

Minutes

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

- 1. Call to Order: The meeting was called to order at 11:06 A.M.

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

Fiscal Officer Wade Steen chaired the meeting. County Executive Edward FitzGerald was unavailable.

Review and Approve Minutes – Wade Steen made a motion to approve, Bonnie Teeuwen seconded, the minutes were approved as written. Councilman Dave Greenspan abstained.

- 4. Tabled Item Returned for Review - There were no tabled items.

- 5. Scheduled Items for Review

BC2013-59

Department of Development, requesting approval of awards to two cities, carrying out eligible activities under the federally funded Neighborhood Stabilization Program 3, for the anticipated total cost of not to exceed \$400,000.00 The anticipated start and completion dates are April 1, 2013 - December 31, 2013:

- a) City of Berea
- b) City of South Euclid

Funding Source: 100% federally funded by Neighborhood Stabilization Program 3 grant funds.

Wade Steen made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-60

Department of Development, requesting approval of a payment to Greater Cleveland Media Development Corporation dba Greater Cleveland Film Commission in the amount of \$160,000.00 for operating expenses for the year 2013.

Funding Source: 100% General Fund

Wade Steen made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-61

Department of Health and Human Services/Office of Reentry, submitting amendments to contracts with various providers for the FY2011 Second Chance Act Adult Offender Reentry Program for the period 10/1/2011 - 3/31/2013:

1) for evaluation services:

a) No. CE1200094-01 with Case Western Reserve University Begun Center for Violence Prevention Research & Education for additional funds in the amount not-to exceed \$10,000.00.

2) for assessment, case management and referrals services:

b) No. CE1200095-01 with Center for Families and Children for a decrease in the amount of (\$123,000.00).

c) No. CE1200096-01 with Community Assessment and Treatment Services, Inc. for additional funds in the amount not-to-exceed \$39,000.00.

d) No. CE1200097-01 with Community Re-entry Inc. for additional funds in the amount not-to-exceed \$74,000.00.

Funding Source: U.S. Department of Justice, Bureau of Justice Assistance Grant Funds.

Wade Steen made a motion to approve, Bonnie Teeuwen seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-62

Department of Health and Human Services,

A) Community Initiatives Division/Office of Early Childhood, submitting an RFP exemption which will result in submission of a grant application to Sisters of Charity Foundation in the amount of \$132,000.00 for evaluation services for the Networking for Engagement, Stability and Transformation (NEST) project.

B) Requesting approval to apply for and accept grant funds from Sisters of Charity Foundation in the amount of \$132,000.00 which will result in a contract Case Western Reserve University for evaluation services for the Networking for Engagement, Stability and Transformation (NEST) project for the period 6/1/2013 - 5/31/2014.

Funding Source: 100% Sisters of Charity

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) In our proposal to the Sisters of Charity Foundation, the Office of Early Childhood/Invest in Children is proposing to contract with Case Western Reserve University –Center on Urban Poverty and Community Development (Case) for the evaluation of the Networking for Engagement, Stability and Transformation (NEST) project. Specifically, Case would be responsible for analyzing historic data on homeless families with young children from the CHILD data system and presenting that data to the planning committees. Similarly, Case would be responsible for the analysis of real time data on all families coming in to shelter care during the planning year. In addition, Case will be contracted to conduct five in-depth interviews and one focus group with target families.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) If awarded, the total amount of the grant from the Sisters of Charity Foundation would be \$132,200. Of that, \$20,000 would be for the contract for the evaluation consultant (Case).

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date) The CHILD data system is a proprietary data system created and maintained by Case. This is the data system that will be used for the planning and implementation of the NEST project and is essential to that effort. The CHILD data system contains: 1) vital statistics data on all children born in Cuyahoga County since 1992; 2) all program data from the programs funded by the Office of Early Childhood/Invest in Children since 1999; and 3) data from numerous other public systems, e.g. the County’s Office of Homeless Services, the Department of Children & Family Services, Medicaid, and the Cleveland Metropolitan School District. Further, the data system has the capacity to link all this data to create a longitudinal profile of children and families over time. This data will be mined to help better understand the families to be served by the NEST project. Without the data from this system the NEST Project would not be possible; the CHILD data system exists at Case and nowhere else.

4. What other available options and/or vendors were evaluated? If none, include the reasons why. None. As described, CHILD data system is a proprietary data system created and maintained by Case. The CHILD data system exists at Case and nowhere else.

5. What ultimately led you to this product or service? Why was the recommended vendor selected? Case has been the evaluator of Invest in Children’s programs since the initiative was founded in 1999. They have a solid track record of performing a wide array of evaluation tasks, including access to many distinguished faculty who bring their expertise to this effort. On their previous contract evaluations they have always received an overall rating of “average” or above. Finally, as described above, without the data from the CHILD data system, this project would not be possible.

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

Wade Steen made a motion to approve, Pernel Jones Jr. seconded, the item was approved.

- Approve
- Disapprove
- Hold

6. Other Business

BC2013-63

Department of Development, requesting approval of an alternative procurement process to allow the department to conduct an informal RFP process for the Community Development Block Grant (CDBG) Municipal Grant program. Only those 51 communities that are members of the Cuyahoga Urban County are eligible to participate. (Board of Control Ordinance 02011-0044, Section 4.4.b.16)

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

The Department of Development intends to conduct its annual informal RFP process for the purpose of expending federal Community Development Block Funds (CDBG) in the Cuyahoga Urban County.

The allocation of 40% of the annual CDBG entitlement funding for the purposes of a competitive Municipal Grant Program is a requirement in the Cooperation Agreement submitted to the U.S. Department of Housing and Urban Development.

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

Estimated dollar amount is \$1,200,000 of Community Development Block Grant Funding (CDBG).

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

51 communities have signed with Cuyahoga County to form the Urban County and the reservation of these CDBG funds for the purpose of municipal grants is contained in each year's application to the U.S. Department of HUD.

Therefore, only Cuyahoga Urban County communities are eligible to apply for and receive funds allocated for the purpose of municipal grants.

Urban County Communities are informed of the Competitive Municipal Grant Program criteria and are invited to submit applications for consideration and approval.

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

No other available options as the funds are designated for use by urban county communities only using an informal competitive process.

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

The allocation of 40% of the annual CDBG entitlement funding for the purposes of a competitive Municipal Grant Program is a requirement in the Cooperation Agreement submitted to the U.S. Department of Housing and Urban Development.

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.

An informal competitive process is used. Participation is limited to the 51 Cuyahoga Urban County communities.

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 funds are designated for use by the 51 urban county communities only, using an informal competitive process.

Wade Steen made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-64

~~County Prosecutor~~ **Public Defender**, requesting approval of an alternative procurement process on RQ26850 which will result in a contract with Kreig J. Brusnahan in the amount of \$10,900.00 for legal services for indigent clients in Domestic Relations Court for the period 3/1/2012 - 10/31/2012. (Board of Control Ordinance No. 02011-0044, Section 4.4.b.16)

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) Has provided legal representation to indigent clients in Domestic Relations cases that where facing incarceration for non-compliance, which is required by the U.S. Constitution and related case law.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown.

Funded 100% through the General Fund. The start and completion dates were March 1, 2012-10-31-2012. \$10,900 actual work performed in Domestic Court.

3. Rationale Supporting the Use of the Selected Procurement Method. Mr. Brusnahan has been under contract to perform the Domestic Relations representation for five years. Contract was submitted to continue representation but put on hold. As a result we created a new contract and RFQ

4. What other available options and/or vendors were evaluated? If none, include the reasons why. Not applicable. Work performed

5. What ultimately led you to this product or service? Why was the recommended vendor selected? Need for Domestic Relations representation Mr. Brusnahan experience and original availability

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 Public Defender requested an RFQ exemption (RQ22324) for a contract not to exceed \$28,000 for 2012 and it was approved under CPB2012-14 on January 3, 2012. However, the contract itself was placed on hold in March and has not yet been approved.

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

No competition needed. Job posted with the County and with Cleveland Metropolitan Bar Association.

Mr. Brusnahan was the only applicant giving him the award

Note: This item was amended to reflect the submitting department as Public Defender.

Wade Steen 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 – Wade Steen made a motion to adjourn, Michael Gallagher seconded, the meeting was adjourned at 11:25 A.M.