

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
January 14, 2013 11:30 A.M.

I. Call to Order: The meeting was called to order at 11:39 A.M.

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

Councilman Dave Greenspan was unavailable.

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

CPB2012-1141

Department of Health and Human Services, submitting an RFP exemption on RQ26188, which will result in a contract with The Center for Community Solutions for fiscal agent services for the AIDS funding collaborative in the amount of \$150,000.00 for the period 1/1/2013 - 12/31/2013.

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

The AIDS Funding Collaborative (AFC) has been designated as the organization through which funds will be aggregated and distributed from local government and philanthropic organizations. The AFC provides financial support to community-based organizations in Cuyahoga County providing prevention, education, and treatment services to persons living with HIV/AIDS. Grants are made to agencies to support activities not fully funded or which are ineligible for support through other funding streams such as the federal Ryan White Part A program.

Support of the AIDS Funding Collaborative serves to meet the maintenance of effort requirement of the U.S. Dept. of Health and Human Services Ryan White Part A HIV/AIDS Emergency Services grant.

The Center for Community Solutions is the fiscal agent responsible for distributing and accounting for funds contributed to the AFC.

The Center for Community Solutions is a registered contractor with the Inspector General #12-2710.

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

\$150,000

100% HHS Levy Funds

3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

The AFC is the only established public-private partnership that addresses issues regarding service and funding gaps of people living with HIV/AIDS in this region.

The AFC was established in the Fall of 1994 in response to a recommendation by the Citizens' Committee on HIV/AIDS to develop a "method of allocating and distributing community-based funding from local government, health departments, and the private sector". It is one of the more than 30 Community Partnerships of AIDS United. Since inception, the AFC has leveraged and invested nearly 8.7 million to support HIV/AIDS-related services, activities, and prevention efforts in the Greater Cleveland region.

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

None

The Center for Community Solutions is the fiscal agent responsible for distributing and accounting for funds contributed to the AFC.

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

- The public/private partnership model focused on HIV/AIDS remains relevant and essential to improving the health of the community.
- The funding partnership model, where resources are pooled for collaborative grant making, is the core strength upon which the AFC is built.
- The AFC is committed to being flexible and adaptable. The structure and functions of the AFC evolve to address strategically the HIV/AIDS needs of the community.
- The AFC approaches its work proactively and strategically as needs change and successful outcomes are reached in the community for HIV/AIDS.

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.

This is a public-private partnership that was created to address gaps in services for people living with HIV/AIDS in a collaborative manner. Cuyahoga County was one of the founding partners.

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

Competition would not be feasible as this is a public-private collaboration and inclusion of other partners is not prohibited.

Approve

Disapprove

Hold

CPB2013-07

County Executive's Office, recommending an award on RQ26271 and enter into a Contract with Compass Consulting Services, LLC in the amount of \$4,935 for Economic Inclusion Task Force Consulting Services for the period 1/8/2013 - 2/28/2013.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

B. Scheduled Items

CPB2013-15

Department of Workforce Development,

A) Submitting a contract with ADALET/Scott Fetzer Company in the amount not-to-exceed \$11,200.00 for the On-the-Job Training Program for the period 12/31/2012 - 3/31/2013.

B) Submitting a contract with Hospice of the Western Reserve, Inc. in the amount not-to-exceed \$2,000.00 for the On-the-Job Training Program for the period 11/12/2012 - 1/12/2013.

C) Submitting a contract with Optima Lender Services, LLC in the amount not-to-exceed \$2,600.00 for the On-the-Job Training Program for the period 12/3/2012 - 4/8/2013.

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

Approve
 Disapprove
 Hold

CPB2013-16

County Executive's Office, recommending a payment in the amount of \$25,000.00 to Global Cleveland as a voluntary contribution for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2013-17

Office of Procurement & Diversity, recommending an award:

Department of Public Works

on RQ24681 to Cummins Bridgeway, LLC (5-2) in the amount not-to-exceed \$100,000.00 for Emergency Generator maintenance and repair at various County buildings for the period 3/1/2013 - 2/28/2015.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2013-18

Common Pleas Court/Corrections Planning Board, recommending an award on RQ25273 and enter into a Contract with Priseworks Corporation in the amount not-to-exceed \$63,840.00 for the Treatment Alternatives to Street Crime Program Billing and Case Management System and maintenance for the period 1/14/2013 - 1/13/2018.

Funding Source: 100% Treatment Alternatives to Street Crimes Medicaid Fund

Approve
 Disapprove
 Hold

CPB2013-19

Department of Public Safety and Justice Services/Public Safety Grants,

- A) Submitting an agreement with Suburban Police Anti-Crime Network for the purchase of equipment, valued in the amount of \$132.00 for the FY2007 State Homeland Security Grant Program for the period 7/1/2007 - 3/31/2010.
- B) Submitting an agreement with Suburban Police Anti-Crime Network for the purchase of equipment, valued in the amount of \$3,615.75, for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010.

Funding Source: 100% FY 07 Urban Area Security Initiative grant funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

Approve
 Disapprove
 Hold

CPB2013-20

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with The Center for Health Affairs for the purchase of equipment, valued in the amount of \$70,000.00 in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 7/31/2013.

Funding Source: 100% FY10 Urban Area Security Initiative funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA). No County Match was required.

Approve

Disapprove
 Hold

CPB2013-21

Department of Public Safety and Justice Services/Public Safety Grants, recommending an award on RQ26120 and enter into a contract with Meltwater News U.S. Inc. in the amount not-to-exceed \$7,500.00 for a social media analysis in connection with the FY2011 Urban Area Security Initiative Grant program for the period 12/1/2012 - 11/30/2013.

Funding Source: 100% by the Urban Area Security Initiative Grant funds.

Approve
 Disapprove
 Hold

CPB2013-22

Department of Public Safety and Justice Services/Public Safety Grants, recommending an award on RQ26224 and enter into a contract with IthinQware, Inc. in the amount not-to-exceed \$23,200.00 for licenses and maintenance on the iWatch system in connection with the FY2010 and FY2011 Law Enforcement State Homeland Security Grant program for the period 12/1/2012 - 12/31/2013.

Funding Source: FY2010 and FY2011 Law Enforcement State Homeland Security Grant funds.

Approve
 Disapprove
 Hold

CPB2013-23

Department of Public Safety and Justice Services/Public Safety Grants, Public Safety Grants, submitting agreements with City of Bedford for reimbursement of eligible training expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for various dates:

A) in the amount not-to-exceed \$2,000.00 for the period 9/1/2012 - 11/30/2012.

B) in the amount not-to-exceed \$1,993.38 for the period 9/16/2012 - 11/30/2012.

Submitting agreements with City of Solon for reimbursement of eligible training expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for various dates:

a) in the amount not-to-exceed \$3,496.00 for the period 10/24/2011 - 10/15/2012.

b) in the amount not-to-exceed \$1,076.24 for the period 3/12/2011 - 10/15/2012.

Submitting an agreement with City of Strongsville in the amount not-to-exceed \$6,148.26 for reimbursement of eligible training expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 7/25/2011 - 10/30/2012.

Funding Source: 100% by Department of Homeland Security through Ohio Emergency Management Agency

Approve
 Disapprove
 Hold

CPB2013-24

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with Cuyahoga County Board of Health in the amount of \$62,000.00 for reimbursement of eligible expenses in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 5/1/2012 - 6/1/2013.

Funding Source: 100% by Department of Homeland Security through Ohio Emergency Management Agency

Approve
 Disapprove
 Hold

CPB2013-25

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with Cuyahoga County Board of Health in the amount not-to-exceed \$30,000.00 for reimbursement of eligible expenses in connection with FY2011 Urban Area Security Initiative Grant Program for the period 7/1/2012 - 5/31/2014.

Funding Source: 100% by Department of Homeland Security through Ohio Emergency Management Agency

Approve
 Disapprove
 Hold

CPB2013-26

Department of Public Safety and Justice Services/ Witness Victim, submitting a contract with Cleveland State University for evaluation services for the Family Justice Center in the amount not-to-exceed \$51,847.00 for the period 1/15/2013 - 3/31/2014 in connection with the FY2011 Encourage Arrest Policies and Enforcement of Protection Orders Grant Program.

Funding Source: United States Department of Justice, Grants to Encourage Arrest grant funds.

Note: This item was held pending completion of Ethics registration.

Approve
 Disapprove
 Hold

CPB2013-27

Department of Health and Human Services/Community Initiatives Division/Office of Reentry, recommending an award on RQ2606 and enter into a contract with United Way of Greater Cleveland in the amount not-to-exceed \$17,500.00 for "Going Home to Stay" service directories for the period 2/1/2013 - 12/31/2013.

Funding Source: Health and Human Services Levy funds

Approve
 Disapprove
 Hold

C. Exemption Requests

CPB2013-29

Department of Information Technology, submitting an RFP exemption on RQ26142, which will result in a state contract with TEC Communications for installation and maintenance of 2 Nimble Storage Arrays in the amount of \$252,450.00.

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

(2) Nimble Storage Arrays with installation and 3 years of hardware support, and one (1) spare maintenance kit.

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

Total amount will not exceed \$252,450.00. Bond Proceeds fund will cover the expenses.

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

Request to purchase high availability storage to utilized in conjunction with VoiP network communication upgrade. This upgrade will allow the DoIT to utilize the virtual server platform and permit us to upgrade our VoiP software environment. State Schedule Number 534354; STS-033 will be used to process this order.

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

SHI and CDW-G were both evaluated on the same technical specifications.

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

TEC Communications can provide the hardware /software that would allow this VoiP upgrade at a significantly low cost when compared to other resellers. Savings of \$57,447.

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.

This was done through competitive bidding.

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 County needs to continue giving multiple vendors an opportunity on

County business.

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

Approve
 Disapprove
 Hold

CPB2013-30

Department of Information Technology, submitting an RFP exemption on RQ26128, which will result in a state contract with TEC Communications in the amount of \$26,000.00 for 500 Cisco One Unity Connection User License with Technical Electronic Service.

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

(500) Cisco One Unity Connection User Licenses
(500) Cisco Unity Connection 1 Year Technical Electronic Service
(500) Cisco Unity Connection 1 Year Technical Physical Service

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

The total amount will not exceed \$26,000.00. The DoIT will be paying for these licenses with their own index code.

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

The current supply is less than 100 and we have a couple more agencies that are in the process of converting to VoiP and the addition of new phones. These licenses will provide voice mail to county employees. Being purchased off of the State of Ohio Schedule #533110-3.

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

MNJ Technologies and MCPC were also evaluated on the same specifications.

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

TEC Communications met our needs plus significant savings with this vendor.

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.

This request went through the normal bidding process.

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 County needs to continue giving multiple vendors an opportunity on County business.

Approve
 Disapprove
 Hold

CPB2013-31

Department of Public Safety and Justice Services/Public Safety Grants, submitting an RFP exemption on RQ25467 which will result in a Government Cooperative Purchase in the amount of \$27,450.01 to Western Shelter for a Gatekeeper 1-1935 All-Hazards Emergency Facility.

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

This purchase is for a Gatekeeper 1 - 1935 All-Hazards Emergency Facility from Western Shelter. The unit is FEMA-grade for use by the Region 2 Urban Search & Rescue team. The shelter will compliment their existing shelter for the purpose of creating a USAR command camp, allowing the team to reach its goal of self sustainment for 72 hrs. The shelter allows for encampment of up to 30 men on scene.

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

\$27,450.01

This purchase is 100% funding by the FY2010 State Homeland Security Program, a FEMA grant passed through Ohio Emergency Management Agency.

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

This purchase directly from Western Shelter is necessary to compliment the Region 2 USAR team's current Western Shelter unit. The team needs the second shelter to accomplish its goal of being able to house its team of up to 30 persons for up to two weeks. The shelters are designed to combine into a single compound.

Western Shelter is sole supplier of the equipment being purchased, and offers it to government entities through the GSA contract.

GSA Contract #GS-07F-8700C Expiration September, 2015

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

PSJS attempted to seek an alternative purchase method, seeking a quote from US Communities Cooperative Purchasing Program. The response was that it would be able to sell the items to use, but would have to purchase from Western Shelter for the same quoted price we have, plus 10%.

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

The shelter units are necessary for the Region 2 USAR team to reach its goal of being a state-wide response asset. The shelter will allow the team to be called to any disaster in the state and be self-sustaining for up to 72hrs. The team also needs to be able to maintain on scene for up to two weeks.

See #3 & 4.

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.

A competitive bid process for this purchase would only result in quotes from Western Shelter and vendors purchasing the product from Western Shelter and marking it up.

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

PSJA seeks to as may competitive purchases as possible. Due to the specialized nature of the much of the equipment, there are time when it is only available through the manufacture, or has been made available by the manufacture or vendor at pre-negotiated pricing on GSA contract or through other cooperative purchasing opportunities.

Approve
 Disapprove
 Hold

CPB2013-32

Department of Health and Human Services, submitting an RFP exemption on RQ26184, which will result in a contract with University Hospitals of Cleveland for Northern Ohio Poison Center for operational support of the Northern Ohio Poison Center of Rainbow Babies & Children's Hospital for the period 1/1/2013 - 12/31/2013 in the amount not-to-exceed \$128,700.00.

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

The Northern Ohio Poison Center's (NOPC) Poison Information Specialists provide immediate management of accidental or intentional exposures to drugs, chemicals, insecticides, plants, bites or stings, whether of a household, industrial, or environmental nature. These registered nurses have extensive training in toxicology, with direct oversight by two board-certified toxicologists in Northern Ohio. The NOPC is certified by the American Association of Poison Control Centers, and contributes to the National Poison Data System (NPDS), the largest toxicology database in the world.

The Department of Health and Human Services plans to contract with University Hospitals of Cleveland in support of the Northern Ohio Poison Center of Rainbow Babies & Children's Hospital for the time period of January 1, 2013 - December 31, 2013.

University Hospital is a registered contractor with the Inspector General #12-2871.

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

\$128,700

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

NOPC is the only poison center in this region serving 24 counties.

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

The Northern Ohio Poison Center (NOPC), based at UH Rainbow Babies & Children's Hospital, serves the poison information needs of 24 counties in Northern Ohio. Available 24/7 by a national toll-free number, NOPC handled more than 54,700 calls from the citizens within its call

area as of October 31, 2012. The service is free to all members of the public, and serves as a unique and valuable resource to healthcare facilities and first responders.

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

Cuyahoga County has supported the Poison Center for over a decade. Although the center serves 24 counties, Cuyahoga County represents 35% of all the calls.

NOPC is the only poison center in this region.

NOPC also provides health professional training in the form of a one-month "Pediatric Clinical Pharmacology & Toxicology" rotation for Pediatrics and Emergency Medicine (EM) residents from MetroHealth Medical Center.

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.

NOPC is the only poison center in this region serving 24 counties.

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

NOPC is only poison center in this region serving 24 counties.

Approve
 Disapprove
 Hold

D. Consent Agenda

CPB2013-33

Department of Development, requesting approval to amend agreement AG1100178-01 with the City of Shaker Heights to amend the time of performance from 10/27/2012 to 1/31/2013. No additional funds required.

Approve
 Disapprove
 Hold

CPB2013-34

Department of Health and Human Services, submitting amendment to Contract No. CE1100621-01 with Guidestone for placement services for the period 10/1/2011 - 12/31/2013 to change the scope of services; no additional funds required.

Funding Source: Federal 29% / HHS Levy 71%.

Approve
 Disapprove
 Hold

CPB2013-35

Office of Procurement & Diversity, presenting voucher payments for the week of January 14, 2013.

Approve
 Disapprove
 Hold

CPB2013-36

Department of Development, presenting voucher payments between 01/03/2013 to 01/09/2013.

Approve
 Disapprove
 Hold

V. Other Business

The agenda was amended to introduce the following time sensitive/ mission critical purchase item and 2 sole source exemption items:

Presented by Hugh Shannon, Medical Examiner:

Submitting a sole source exemption on RQ25905, which will result in an award recommendation to American Society of Crime Lab Directions/Laboratory Accreditation Board in the amount of \$5,912.00 for crime lab accreditation for the period 1/1/2013-12/31/2013.

Approve
 Disapprove
 Hold

Submitting a sole source exemption on RQ26225, which will result in an award recommendation to Cratic Technologies in the amount of \$2,609.00 for crime lab supplies for the period 1/15/2013-2/15/2013.

Approve
 Disapprove
 Hold

Presented by Michael Chambers, Department of Public Works:

Payment to Jack Doheny Supplies Ohio, Inc. in the amount of \$1,334.08 for emergency repair of a Jet Truck Sanitary vehicle On Requisition No. 13-26462

Approve
 Disapprove
 Hold

The full allotment of time sensitive mission critical purchase funds available to the Department of Public Works was restored.

David Merriman referenced that due to a scheduling conflict the February 19, 2013 Contracts and Purchasing Board meeting will be rescheduled as members of the Board will be attending the State of the County address scheduled for that day. An alternate date will be decided prior to February 19.

- VI. Public Comment – There was no public comment.
- VII. Adjournment: The meeting was adjourned at 12:05 P.M.