

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
March 18, 2013 11:30 A.M.

I. Call to Order: The meeting was called to order at 11:34 A.M.

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

Director Bonnie Teeuwen 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 Item

CPB2013-78

Title: DCFS- 2013-2014 Adoption Contracts (Family Services of NW PA and Rejoice! Inc. Foster Care, Adoption and Specialized Recruitment Agency 2 vendors)

A. Scope of Work Summary

1. The Division of Children and Family Services is requesting authorization from the Cuyahoga County of Ohio to contract with two vendors for the contract period of March 1, 2013 to December 31, 2014 (see below for breakdown):

1. Family Services of NW PA -\$8,000.00

~~2. Rejoice! Inc. Foster Care, Adoption and Specialized Recruitment Agency -\$5,000.00~~

Total Amount-\$13,000.00

2. The primary goals of the project are to:

- The adoption private providers work collaboratively with DCFS to ensure that we find permanent homes for the children available for adoption.

- The specific adoption services that each private agency provides includes completion of adoptive home studies, supervision of adoptive placements and representation of approved adoptive families in the matching process.
- Through an agreement the private adoption agencies provide extended services and assistance to prospective adoptive families and the children in their care for stabilization.

3. In accordance with state and federal rules governing adoption DCFS is required to consider any family who can best meet the needs of the child who is available for adoption regardless of the family's geographic location. Therefore, DCFS is required to contract with various vendors outside of the county and state.

B. Procurement

1. The procurement method for this project was exempt from the competitive bidding or RFP process due to the fact that adoption contracts are open to all licensed adoption providers. A Justification for Other than Full and Open Competition Request was completed and approved by OPD/CPB on October 10, 2012.

2. NA

3. NA

C. Contractor and Project Information

1. The address of vendors and/or contractors are: see attached Principle Owner Forms

D. Project Status and Planning

1. The project reoccurs bi-annually.

2. The project is approaching a critical step because children are waiting for adoption; however the adoptions cannot be finalized if a contract isn't in place.

4. The project's most recent contract ended on December 31, 2012.

E. Funding

1. The project is funded 100% by the General Fund (Health and Human Services Levy).

2. The schedule of payments is by invoice.

☒ X Approve
☐ Disapprove
☐ Hold

B. Scheduled Items

CPB2013-174

Department of Development,

a) Requesting approval of a contract with URS Corporation for pre-demolition Asbestos Containing Materials Survey in the amount of \$10,430.00 at the proposed St. Clair Redevelopment Site located at 6218-6220 St. Clair Avenue Cleveland, Ohio 44103. The start-completion dates are 03/18/2013 - 9/14/2013.

b) Submitting a License for Entry, Consent and Limited Release from Liability agreement in connection with said project site.

Funding Source: 100% Brownfield Revolving Loan Funds

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-175

Department of Development, requesting approval of a contract with American Building and Kitchen Products Inc. for the anticipated cost \$5,950.00 for Lead Remediation Case 226 Chatmon at 1547 E. 248th Street Euclid. The anticipated start-completion dates are March 18, 2013 – June 16, 2013.

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

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-176

Department of Workforce Development, submitting a contract with Telco Pros, Inc. in the amount not-to-exceed \$7,000.00 for On-the-Job Training Program for the period 1/8/2013 - 3/31/2013.

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

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-177

County Executive, recommending a payment in the amount of \$100,000.00 to Downtown Cleveland Alliance as a voluntary contribution for the period 1/1/2013 -12/31/2013.

Funding Source: 100% General Funds

☒ Approve
☐ Disapprove

☐ Hold

CPB2013-178

Department of Public Safety and Justice Services/Public Safety Grants, submitting amendment to an Agreement No. AG1100044-01 with City of Cleveland (Public Safety Department) for the FY2010 STOP Violence Against Women Act Grant Program for the period 1/1/2011 - 6/30/2012 to extend the time period to 12/31/2012 and for additional funds in the amount not-to-exceed \$9,289.13.

Funding Source: Department of Justice, Office of Justice Programs, Office of Violence Against Women, through the Ohio Office of Criminal Justice Services grant funds.

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-179

Department of Public Safety and Justice Services/Public Safety Grants, recommending an award on RQ25576 and enter into a contract with SEARCH Group, Incorporated in the amount not-to-exceed \$37,146.00 for training services for emergency communications personnel in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 3/1/2013 - 4/30/2013.

Funding Source: 100% funded through the FY2010 Interoperable Emergency Communication Grant Program (IECGP). These Federal funds are passed down to Cuyahoga County through the Ohio Emergency Management Agency (OEMA)

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-180

Department of Health and Human Services, submitting a contract with MAXIMUS Consulting Services, Inc. a wholly owned subsidiary of Maximus, Inc. in the amount of \$2,150.00 for maintenance on the Program Expenditure Tracking System for the period 1/1/2013 - 12/31/2013.

Funding Source: 33% Federal, 33% State, and 34% HHS Levy

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-181

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE1200512-01 with The Cleveland Music School Settlement for Universal Pre-Kindergarten services for the period 8/1/2012 - 7/31/2013 for additional funds in the amount of \$9,696.00.

Funding Source: 90.1% by the Health and Human services levy, 9.9% private grant dollars.

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-182

Cuyahoga County Board of Developmental Disabilities,

a) Submitting an amendment to Contract No. CE1200385-01 with Whitehouse Construction for replacement of exterior office windows at the William Patrick Day Early Childhood Center, located at 2421 Community College Avenue for a decrease in the amount of (\$1,134.47).

b) Recommending to accept the project as complete and in accordance with plans and specifications; requesting authority for the County Treasurer to release the escrow account in the amount of \$6,650.00, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 100% General Fund

☒ Approve
☐ Disapprove
☐ Hold

C. Consent Agenda

CPB2013-183

Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for the purchase of equipment for the FY2007 State Homeland Security Grant Program for the period 7/1/2007 - 3/31/2010.

- a) City of Beachwood valued in the amount of \$264.00.
- b) Village of Walton Hills valued in the amount of \$132.00.

Funding Source: 100% FY07 State Homeland Security Grant Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-184

Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for the purchase of equipment for the FY2008 State Homeland Security Grant Program for the period 9/1/2008 - 3/31/2011:

- a) City of Shaker Heights for the purchase of equipment, valued in the amount of \$3,390.00.
- b) Village of Walton Hills for the purchase of equipment, valued in the amount of \$97.50.

Funding Source: 100% FY 08 State Homeland Security Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-185

Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for the purchase of equipment for the FY2007 Urban Area Security Initiative Grant Program for the period 7/1/2007 - 9/30/2010:

- a) City of Shaker Heights for the purchase of equipment, valued in the amount of \$5,370.00.
- b) Village of Walton Hills for the purchase of equipment, valued in the amount of \$3,615.75.

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

CPB2013-186

Department of Public Safety and Justice Services /Public Safety Grants, submitting an agreement with Village of Walton Hills for the purchase of equipment, valued in the amount of \$66.38 for the FY2008 Urban Area Security Initiative Grant Program for the period 9/1/2008 - 8/31/2011.

Funding Source: 100% FY 08 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

CPB2013-187

Department of Public Safety and Justice Services /Public Safety Grants, submitting an agreement with City of Brook Park in the amount not-to-exceed \$1,103.58 for reimbursement of eligible training expenses in connection with the FY2010 Interoperable Emergency Communications Grant Program for the period 6/1/2010 - 5/15/2013.

Funding Source: 100% FY 10 Interoperable Emergency Communication Grant Program funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-188

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 FY2009 Port Security Grant Program for the period 8/26/2012 - 5/30/2013:

- a) City of Brooklyn in the amount not-to-exceed \$1,149.53.
- b) City of Cleveland in the amount not-to-exceed \$22,658.46.
- c) City of Olmsted Falls in the amount not-to-exceed \$109.75.
- d) City of Parma Heights in the amount not-to-exceed \$1,128.13.

Submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 8/26/2012 - 5/30/2013:

- a) City of Brecksville in the amount not-to-exceed \$3,977.60.
- b) City of Brook Park in the amount not-to-exceed \$747.72.

Submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 8/26/2012 - 5/30/2013:

- a) City of Highland Heights in the amount not-to-exceed \$679.86.
- b) City of Strongsville in the amount not-to-exceed \$1,369.19.

Submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 8/26/2012 - 5/30/2013:

- a) City of Lakewood in the amount not-to-exceed \$8,771.23.
- b) City of Lyndhurst in the amount not-to-exceed \$875.32.

Submitting agreements with various providers for reimbursement of eligible training expenses in connection with the FY2009 Port Security Grant Program for the period 8/26/2012 - 5/30/2013:

- a) City of Bedford in the amount not-to-exceed \$1,359.12.
- b) City of Parma in the amount not-to-exceed \$1,094.09.
- c) Cleveland Metropolitan Park District dba Cleveland Metroparks in the amount not-to-exceed \$937.93.
- d) Orange Village in the amount not-to-exceed \$9,570.12.

Funding Source: 100% Federal Emergency Management Agency Grant funds.

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-189

Department of Public Works, submitting an agreement of cooperation with City of Parma for the resurfacing of Sprague Road from Broadview Road to State Road.
Funding Source: County Road and Bridge Fund/OPWC Issue 1

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-190

Department of Information Technology, recommending to declare various computer equipment as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00.

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-191

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

CPB2013-192

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting midyear projected expenditures report for the System of Care Family Centered Services and Supports Grant Program for SFY2013.

Funding Source: Ohio Department of Mental Health

☒ Approve
☐ Disapprove
☐ Hold

CPB2013-193

Office of Procurement & Diversity, presenting voucher payments for the week of 3/18/2013.

☒ Approve
☐ Disapprove

☐ Hold

CPB2013-194

Department of Development, presenting voucher payments between 03/07/2013 - 03/13/2013.

☒ Approve

☐ Disapprove

☐ Hold

V. Other Business

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

Presented by Mike Chambers, Department of Public Works:

Recommending a payment on RQ27097 to Premier Trucking in the amount of \$3,990.00 for Bridge Inspection Unit vehicle repair.

Recommending a payment on RQ26242 to EAB Truck Services in the amount of \$4,188.68 for repair of a sanitary vehicle.

Presented by Jeff Mowry, Department of Information Technology:

Recommending a payment on RQ27134 to DC Group in the amount of \$650.00 for a UPS back-up battery device system at the Virgil Brown Building.

The full allotment of time sensitive mission critical purchase funds available to the Departments were restored.

☒ Approve

☐ Disapprove

☐ Hold

VI. Public Comment – There was no public comment.

VII. Adjournment: The meeting was adjourned at 12:06 P.M.