

Minutes

Contracts and Purchasing Board
County Administration Building, 4th Floor
April 15, 2013 11:30 A.M.

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

Attendees: Chief of Staff Matt Carroll
Fiscal Officer Wade Steen
Director Bonnie Teeuwen
Director Lenora Lockett
Councilman Dale Miller
Clerk of the Contracts and Purchasing Board David Merriman

County Executive Edward FitzGerald 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. Scheduled Items

CPB2013-254

Department of Development, requesting approval of a contract with Able Chiropractic & Alternative Health Care Inc. for exterior repairs and improvements to property located at 15751 Broadway Avenue in the City of Maple Heights for the anticipated cost \$3,696.97. The anticipated start-completed dates are 4/15/2013 - 9/30/2013.

Funding Source: 100% General fund.

Approve
 Disapprove
 Hold

CPB2013-255

Department of Information Technology, recommending an award on RQ27010 and enter into a sole source contract with Wolters Kluwer Financial Services, Inc. in the amount not to-exceed \$40,000.00 for the CCH TeamMate electronic auditing system for the Internal Audit Department for the period 3/15/2013 - 3/14/2014.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2013-256

Department of Information Technology, submitting an amendment to Contract No. CE1200246-01 with WingSwept Communications, Inc. for implementation and maintenance of the Electronic Case Management System/purchase of license and Cloud support services for the Inspector's General's Office for the period 4/23/2012 - 4/22/2013 to extend the time period to 4/22/2014 and for additional funds in the amount of \$9,500.00.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2013-257

Department of Workforce Development, submitting a contract with Jurinnov Holding Limited Partnership in the amount not-to-exceed \$6,000.00 for the On-the-Job Training Program for the period 3/4/2013 - 6/30/2013.

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

Approve
 Disapprove
 Hold

CPB2013-258

Office of Procurement & Diversity, recommending an award:

County Sheriff

a) on RQ26244 to Vance Outdoors, Inc. (20-1) in the amount of \$94,685.80 for 106-guns and related accessories for Protective Services Division.

Funding Source: 100% Internal Service Fund

Approve
 Disapprove
 Hold

CPB2013-259

Medical Examiner, submitting a revenue generating agreement with City of Cleveland Heights in the amount \$5,000.00 for crime lab testing services for the period 3/6/2013 - 12/31/2013.

Funding Source: Revenue Generating

Note: No representative from the Department was available to present the item to the Board for consideration so this item was held.

Approve
 Disapprove

Hold

CPB2013-260

Department of Public Safety and Justice Services, recommending an award on RQ26484 and enter into a contract with Inglenet Business Solutions Inc. in the amount not-to-exceed \$6,000.00 for a TIP Studio Site License and support services for the Regional Enterprise Data Sharing System for the period 1/1/2012 - 12/31/2013.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

CPB2013-261

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Contract No. CE0900604-01, 04 with Starting Point for administration of various initiatives of the Universal Pre-Kindergarten Program for the Invest in Children Program for the period 8/1/2009 - 7/31/2013 to change the scope of services, effective 3/1/2013 and for additional funds in the amount of \$15,030.00.

Funding Source: The project is funded 100% by Health and Human Services levy funds. The overall UPK project is funded 98% by the Health and Human Services levy and 2% private grant funds.

Approve
 Disapprove
 Hold

B. Exemption Requests

CPB2013-262

Department of Public Works, submitting an RFP exemption on RQ26914, which will result in an award recommendation to Cues, Inc. in the amount of \$10,892.00 for enhanced software support for 7 sewer inspection camera outfits.

Funding Source: Sanitary Sewer Funds

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

Enhanced Software Support Plan for seven (7) existing Cues sewer inspection camera outfits.

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

\$ 10,892.00 charged to ST540344 0278 E02780

3. Rationale Supporting the Use of the Selected Procurement Method

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

The current fleet of sewer inspection vehicles are equipped with cameras and hardware manufactured by Cues. The Software for these systems is proprietary. Support service for these systems must be maintained and TAC approval has been previously been given for this purchase.

State Contract #800001 expiring 03/31/14.

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

No other options and/or vendors were evaluated. The current fleet of sewer inspection vehicles are equipped with cameras and hardware manufactured by Cues. The Software for these systems is proprietary and Cue presently offers the service under State Contract.

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

The software for these sewer inspection systems needs to be supported and is proprietary to Cues.

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.

If there was an unsupported software malfunction the Sanitary Division of the Public Works Department would be unable to use this vehicle to its fullest extent to inspect sewer lines for blockages. This would severely hamper their ability to fulfill their public function and could result in sanitary sewer backups into residents homes.

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

There are no known alternatives.

Approve
 Disapprove
 Hold

CPB2013-263

Department of Information Technology, submitting an RFP exemption on RQ27213, which will result in an award recommendation to International Business Machine Corporation in the amount of \$11,142.00 for maintenance on SPSS software for the period 4/1/2013- 3/31/2016.

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, on behalf of the Department of Children and Family Services requesting approval of a contract for maintenance of IBM/SPSS software.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) \$11,142.00 for 100% charge to CR135491 0263 HO2198

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date) STS Contract # 534133 – Purchase to be posted on WEB for lowest bid.

4. What other available options and/or vendors were evaluated? If none, include the reasons why. None need bid on WEB to get lowest bid.

5. What ultimately led you to this product or service? Why was the recommended vendor selected? Department has used product before and now needs maintenance support.

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. NA – Needs posting on WEB for competitive bid.

7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. NA the products are developed by IBM, so only IBM or a dealer can sell maintenance in order to keep the software certified.

Approve
 Disapprove
 Hold

C. Consent Agenda

CPB2013-264

Department of Public Works/County Kennel, recommending to accept a donation in the amount of \$54,947.26 from the Estate of Alverda L. Biesinger.

Funding Source: Donation

Approve
 Disapprove
 Hold

CPB2013-265

Department of Development, submitting amendments to contracts with various municipalities for various municipal grant projects for the Community Development Block Grant Program for the Department of Development for the period 7/1/2011 - 12/31/2012 to extend the time period to 6/30/2013 and to change to scope of services, effective 4/15/2013; no additional funds required:

a) Contract No. CE1100539-01 with City of Bedford for the Historic Bedford Automobile Enhancement Project.

b) Contract No. CE1100549-01 with Village of Oakwood for the Richmond-Broadway Intersection Realignment Project.

c) Contract No. CE1100550-01 with Village of Woodmere for the Police and Fire Department Building and Site Improvement Project.

Funding Source: Federal Community Development Block Grant funds

Approve
 Disapprove
 Hold

CPB2013-266

Department of Information Technology, submitting an amendment to Contract No. CE1000322-01 with Underground Archives, LLC for underground climate-controlled storage services for the period 2/1/2010 - 1/31/2013 to extend time period to 7/31/2013; no additional funds required.

Funding Source: General Fund (Original contract)

Approve
 Disapprove
 Hold

CPB2013-267

Juvenile Court, submitting an agreement with City of Berea for the Community Diversion Program for the period 4/15/2013 - 12/31/2013.

Approve
 Disapprove
 Hold

CPB2013-268

Department of Public Safety and Justice Services/Public Safety Grants, recommending to terminate Agreement No. AG1200010-01 with Ohio Department of Natural Resources - Division of Watercraft for the FY2009 Port Security Grant Program for the period 6/1/2009 - 5/31/2013 effective 4/1/2013.

Approve
 Disapprove
 Hold

CPB2013-269

Department of Public Safety and Justice Services, recommending to terminate Contract No. CE1200550-01 with Attevo, Inc. for consultant services for the development and upgrade of the Regional Enterprise Data Sharing System for the period 7/1/2012 - 6/13/2013, effective 2/15/2013.

Funding Source: User Fees, \$5 Moving Violation Fees

Approve
 Disapprove
 Hold

CPB2013-270

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1100628-01 with START - Support To At-Risk Teens for placement services for the period 10/1/2011 - 12/31/2013 to change the scope of services, effective 10/1/2011; no additional funds required.

Funding Source: Federal 29% / HHS Levy 71%. (Original contract)

Approve
 Disapprove
 Hold

CPB2013-271

Department of Health and Human Services/Division of Children and Family Services, submitting a Memorandum of Understanding with Cleveland Eastside Ex-Offender Coalition for the Cuyahoga Tapestry System of Care Providers Services Network for the period 5/1/2013 - 12/31/2014.

Funding Source: 100% by the Health and Human Service Levy Funds

Approve
 Disapprove
 Hold

CPB2013-272

Office of Procurement & Diversity, presenting voucher payments for the week of April 15, 2013.

Approve
 Disapprove
 Hold

CPB2013-273

Department of Development, presenting voucher payments between 04/04/2013 to 04/10/2013.

Approve
 Disapprove
 Hold

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 RQ27421 to Elman’s Radiator Service in the amount of \$850.00 to repair a radiator.

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

Approve

___Disapprove
___Hold

V. Other Business – None

VI. Public Comment – There was no public comment.

VII. Adjournment: The meeting was adjourned at 11:57 A.M.