

Cuyahoga County Board of Control
County Administration Building, 4th Floor
August 5, 2013 11:00 A.M.

1. **Call to Order**
2. **Review Minutes**
3. **Public Comment**
4. **Tabled Items**
5. **New Items for Review**

Item	Requestor	Description	Board Action
BC2013-225	Department of Public Works	<p>Recommending an award on RQ23679 and enter into a contract with SageQuest LLC, in the amount not-to-exceed \$499,008.00 for global positioning system fleet tracking services for 400 vehicles for the period 8/1/2013 - 7/31/2015. (Deputy Chief Approval No. DC2012-93 - authority to seek proposals).</p> <p>Funding Source: 33% Sanitary Engineering funds, 33% County General funds and 33% County Road and Bridge funds.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-226	Department of Public Works	<p>Department of Public Works, recommending an award on RQ27720 and enter into a contract with Relocation Specialists, Inc. in the amount not-to-exceed \$497,730.00 for transition planning, move coordination and management services for the County headquarters and storage consolidation for the period 8/5/2013 - 6/30/2015.</p> <p>Funding source: 100% by the County General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-227	Fiscal Office	<p>County Treasurer, submitting an amendment to Contract No. CE1000064-02 with PFM Asset Management, LLC, for investment advisor services for the period 1/1/2010 - 3/31/2013 to extend the time period to 9/30/2013 and for additional funds in the amount of \$52,500.00.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-228	Fiscal Office	<p>Submitting an amendment to Agreement No. AG1200206-01 with State of Ohio, Office of the Auditor for an annual audit for Calendar Year 2011 for the period 2/15/2012 - 12/31/2012 to extend the time period to 7/15/2013 and for additional funds in the amount of \$47,800.00.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

BC2013-229	Common Pleas Court	<p>Corrections Planning Board, recommending an award on RQ27797 and enter into a contract with Cuyahoga County Community Correction's Association (4CA), Inc. in the amount not-to-exceed \$425,000.00 for residential halfway house substance abuse treatment services for the period 7/1/2013 - 7/30/2014.</p> <p>Funding Source: 100% by the Ohio Department of Rehabilitation and Correction's Community Correction Act Grants Fiscal Year 2014</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p>
BC2013-230	Department of Health and Human Services	<p>Community Initiatives Division/Family and Children First Council, recommending an award on RQ25858 to Case Western Reserve University on behalf of The Begun Center for Violence Prevention Research and Education Mandel School of Applied Social Science in the amount of \$500,000.00 for evaluation services for the period 8/1/2013 - 7/31/2015.</p> <p>Funding Source: 100% Health and Human Services Levy Funds</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p>

6. Other Business

Item	Requestor	Description	Board Action
BC2013-231	Department of Information Technology	<p>Requesting approval of an alternative procurement process which will result in a Memorandum of Understanding with Hewlett-Packard Company for pricing goals and objectives for fixed pricing on laptops and desktop computers for the period 5/1/2013 - 4/30/2014 (Ordinance No. O20011-0044, Section 4.4.(b)(16)).</p> <p>Funding Source: N/A</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Cuyahoga County and Hewlett-Packard Company agrees to undertake a MOU to outline pricing goals and objectives. HP will provide fixed pricing on laptops and desktops for a one (1) year period beginning May 01, 2013 and ending April 30, 2014.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</p>	

		<p>No dollar value will be associated with this MOU.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>An Alternate Procurement will be used to process this agreement.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>The initial laptop/desktop request was competitively bid on. HP was awarded the bulk purchase for both products.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>From a technical standpoint, the County is gearing towards an HP environment. A project like this will enable multiple County agencies to be on the same platform.</p> <p>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.</p> <p>The original purchase did go through the competitive bid process.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>The County needs to continue giving multiple vendors an opportunity on County business.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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- 7. Public Comment
- 8. Adjournment

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor

July 29, 2013 11:00 A.M.

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

Attendees: Fiscal Officer Wade Steen
Councilman Michael Gallagher
Councilman Pernel Jones Jr.
Purchasing Manager Rich Opre - Alternate
Councilman Dave Greenspan
Board of Control Clerk Melinda Burt

Fiscal Officer Wade Steen chaired the meeting. County Executive Ed FitzGerald and Director Lenora Lockett were unavailable.

Review and Approval of Minutes –

At the July 29, 2013 regular meeting of the Board of Control the following approved items were properly moved and seconded. All items were considered and adopted by all members present, unless otherwise noted. Ed FitzGerald made a motion to approve, _____ seconded, the minutes were approved as written by unanimous vote.

4. Tabled Item

BC2013-215

Department of Public Works, submitting an amendment to Contract No. CE1200373-01 with CBRE, Inc. for owner representation services for the Real Estate Portfolio Consolidation for the period 6/4/2012 - 6/3/2015 for additional funds in the amount of \$33,500.00.

Funding Source: General Funds

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

Approve
 Disapprove
 Hold

5. Scheduled Items

BC2013-219

Department of Public Works, recommending an award on RQ25837 and enter into a contract with TranSystems Corporation of Ohio in the amount not-to-exceed \$230,529.00 for engineering services for improvement of Hilliard Road Bridge 08.57 over Rocky River in the Cities of Lakewood and Rocky River. (Deputy Chief Approval No. DC2012-263 - authority to seek qualifications).

Funding Source: 100% Road and Bridge Funds

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

Approve
 Disapprove
 Hold

BC2013-220

Department of Information Technology, recommending an award on RQ27419 and enter into a contract with Infor (US), Inc. fka Infor Global Solutions (Michigan), Inc., sole source, in the amount not-to-exceed \$127,912.17 for maintenance and support on IBM/MVS/VSAME E Series Version payroll processing system for the period 7/2/2013 - 7/1/2015.

Funding Source: 100% General Funds

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

Approve
 Disapprove
 Hold

BC2013-221

Office of Procurement & Diversity, recommending an award:

Department of Information Technology

a) on RQ27665 to Endicott Microfilm, Inc. (1-1) in the amount of \$247,510.00 for the purchase of 6-Kodak i5200 scanners and 14 Kodak Capture Pro Software Assurance Group E and F Licenses for the Clerk of Courts.

Funding Source: 100% General Funds

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

Approve
 Disapprove
 Hold

BC2013-222

Medical Examiner, recommending an award on RQ26909 and enter into a contract with Esposito Mortuary Services, Inc. in the amount not-to-exceed \$375,000.00 for body transportation services for the period 8/1/2013 - 7/31/2014.

Funding Source: 100% General Funds

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

Approve
 Disapprove
 Hold

BC2013-223

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1200504-01 with Starting Point for referral agency services for the period 8/1/2012 - 7/31/2013 to extend the time period to 7/31/2014 and for additional funds in the amount of \$70,704.00.

Funding Source: 100% Federal Child Care Administration Funds

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

Approve
 Disapprove
 Hold

BC2013-224

Department of Health and Human Services/Cuyahoga Job and Family Services, recommending an award on RQ28029 and enter into a state contract with Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$303,929.00 for maintenance on the Electronic Document Management System for the period 7/1/2013 - 6/30/2014.

Funding Source: 100% Public Assistance Funds

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

Approve
 Disapprove
 Hold

6. Other Business - None
7. Public Comment – There was no public comment.
8. Adjournment – Wade Steen made a motion to adjourn, Pernel Jones, Jr. seconded, the meeting was adjourned without objection at 11:33 A.M.

5. New Items for Review

BC2013-225

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Sage Quest for the not-to-exceed cost of \$499,008.00. The contract dates are August 2013 - July 2016.
2. The primary goal of the contract is to install Global Positioning System in all County owned vehicles in an effort to be more aggressive and provide greater value to the citizens of Cuyahoga County in the expenditure of their tax dollars through the use of a GPS Fleet Tracking System, Software Solution.
3. N/A

B. Procurement

1. The procurement method for this project was RFP23679. The total value of RFP23679 is \$499,008.00.
2. The RFP was closed on July 17, 2012. There was no SBE goal on this RFP (per OPD).
3. There were 3 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:

SageQuest, LLC

31500 Bainbridge Road, Suite 1

Solon, Ohio 44139

Council District: N/A

2. Principal ownership: Officers - James Travers, Stephen Lifshatz, Albert Vasile; Directors – James Travers, Stephen Lifshatz.

3. a. The location of the contract is N/A.

3. b. The project is located throughout various County Districts (County vehicles).

D. Project Status and Planning

1. This is a new contract to the County.
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

1. The project is funded 33% by Sanitary Engineering funds, 33% County General funds and 33% County Road and Bridge funds.
2. The schedule of payments is by monthly invoice.
3. N/A

BC2013-226

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Relocation Specialists, Inc. for the not-to-exceed cost of \$497,730.00. The anticipated start-completion dates are August 5, 2013 - June 30, 2015.
2. The primary goal of the project is to provide transition planning, move coordination and management

services for the County Headquarters and Storage consolidation including the interim headquarters move.

3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$497,730.00

2. The RFQ was closed on June 12, 2013. There is a 15% SBE goal on this RFQ.

3. There were 2 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:

Relocation Specialists, Inc.

3142 Prospect Avenue

Cleveland, OH 44115

Council District 7

2. The owners of Relocation Specialists, Inc. are Sheila Ellen Pesarchick & James Stephen Pesarchick, Sr.

3. a. The location of the project is various County buildings that will be moving into the Headquarters and Storage Facilities

3. b. The project is located in Council District 7.

D. Project Status and Planning

1. This particular contract is new to the County, however it is part of the larger Real Estate Consolidation Project.

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. The project is funded 100% by the County General Fund.

2. The schedule of payments is by invoice.

3. N/A

BC2013-227

The Treasurer's Office is submitting an Amendment to extend Contract No. 1000064-01 with the PFM Group for Investment Advisory Services for an additional six months from 4/1/13 through 9/30/13 and for the additional funds (in the amount of and/or in the amount not-to-exceed) \$52,500.00.

BC2013-228

Fiscal Office 2013 Amendment to Auditor of State Government Agreement AG1200206 RQ12-24102

Fiscal Office requesting approval to amend Agreement AG1200206 for an additional \$47,800

government agreement with The Auditor Of State. The start date was February 15, 2012 and ending

September 10, 2012. Also need to extend the time period to July 15, 2013. The reason for the extended

time frame is because the State has not released an opinion yet. The primary goal is to complete the

County's 2011 Audit and receive our opinion letter.

ORC 117.11 states that, the auditor of state shall audit each public office annually.

The project is mandated by ORC 117.11.

BC2013-229

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board requesting approval of a contract with Cuyahoga Community Correction’s Association (4CA) for the anticipated cost not-to-exceed \$425,000.00. The anticipated start-completion dates are 07/01/2013- 06/30/2014.

2. The primary goals of the project are (list 2 to 3 goals):

A. Offenders placed into one of the four ODRC certified agencies for residential substance abuse treatment services and mentally disordered substance abuse treatment services are expected to relieve overcrowding in the County jail while offering the most appropriate treatment services to the offenders to avoid recidivism.

B.250 offenders will be placed in this program with a 65% successful completion rate.

B. Procurement

3. The proposed contract received RFP Exemption Approval on June 24, 2013 (CPB2013-474).

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):
Cuyahoga County Community Corrections Association, Inc.

1710 Prospect Avenue

Cleveland, Ohio 44115

Council District

2. The not for profit corporation President is Beau Hill

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by the Ohio Department of Rehabilitation and Correction's Community Correction Act Grants Fiscal Year 2014.

2. The schedule of payments is monthly by invoice.

3. The term has already begun. The reason for the contract delay is the supplemental documents needed from the vendor was not received until July 9, 2013

BC2013-230

Title: Family and Children First Council, 2013, Case Western Reserve University on behalf of The Dr. Semi J. and Ruth W. Begun Center for Violence Prevention Research and Education, Evaluation Services RQ#25858

A. Scope of Work Summary

1. Family and Children First Council, requesting approval of a contract with Case Western Reserve University on behalf of The Dr. Semi J. and Ruth W. Begun Center for Violence Prevention Research and Education for the anticipated cost of \$500,000. The anticipated start-completion dates are (08/01/2013- 7/31/2015).

2. The primary goals of the project are:

a. Conduct data analysis, evaluate and/or report outcome measures for service coordination, out-of-school time, families and schools together, bright beginnings, youth advocacy, parent advocacy, and

youth employment.

c. Develop benchmarks for each program.

B. Procurement

1. The procurement method for this project is RFP. The total value of the RFP is \$250,000.00 for the first year with the possibility of extensions based on performance and the availability of funds.

2. The RFP was closed on 1/18/2013. The SBE goal was 10%.

3. There were three bids pulled from OPD, three bids were submitted for review, one bid approved.

C. Contractor and Project Information

1. The address of all the vendors and/or contractors is:

Case Western Reserve University on behalf of The Dr. Semi J. and Ruth W. Begun
Center for Violence Prevention Research and Education

10900 Euclid Avenue

Cleveland, OH 44106

All council districts

2. The director for the contractor/vendor is Dr. Daniel J. Flannery.

3b. The project is located in all council districts.

D. Project Status and Planning

1. The project reoccurs annually.

2. The project has multiple phases. The next steps, dates and anticipated cost of these are

a. Identifying appropriate indicators and SMART objectives for reporting

b. Setting schedule with projects for quarterly data dumps.

c. Setting reporting dates that correspond with FCFC's CountyStat presentations

3. The project is on a critical action path because of an upcoming CountyStat presentation.

4. N/A

5. N/A

E. Funding

1. The project is funded 100% HHS Fund,

2. The schedule of payments is every four months.

3. NA

BC2013-231

(See item details in Section 6, above)