

Cuyahoga County Board of Control
County Administration Building, 4th Floor
September 23, 2013 11:00 A.M.

1. Call to Order
2. Review Minutes
3. Public Comment
4. Tabled Items

Item	Requestor	Description	Board Action
BC2013-242	Office of Procurement & Diversity	<p>Recommending an award: <u>County Sheriff</u> a) on RQ27685 to McKesson Medical-Surgical, Inc. (11-2) in the amount not-to-exceed \$450,000.00 for medical supplies for the period 9/1/2013 - 8/31/2016.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

5. New Items for Review

Item	Requestor	Description	Board Action
BC2013-263	Department of Public Works	<p>Recommending an award on RQ28576 and enter into a contract with Andrews Moving and Storage Company (5-1) in the amount not-to-exceed \$129,290.00 for moving and liquidation services for the period 9/23/2013 - 12/31/2013.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-264	Department of Development	<p>Requesting approval of an Economic Development Loan to PMH Fitness, LLC in the amount not-to-exceed \$150,000 for redevelopment of a 9,700 square foot facility located at 6708 Pearl Road, Parma Heights; and authorizing the Director of Development or Deputy Chief of Staff for Development to execute the documents, subordination agreements and other instruments and agreements, with such parties that may be required or appropriate to effectuate the loan.</p> <p>Funding source: Cuyahoga County Western Reserve Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-265	Fiscal Office	<p>Recommending an award on RQ28037 to Griffin & Strong, P.C. in the amount not-to-exceed \$122,200.00 for a disparity study for the period 8/29/2013-11/30/2014.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-266	County Sheriff	<p>Recommending an award on RQ28532 and enter into a contract with Cleveland Rape Crisis Center in the amount of \$101,865.00 for coordinator services for the</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

		development and implementation of a prison rape elimination training program in connection with the Prison Rape Elimination Act (PREA) grant program for the period 10/1/2013 - 09/30/2014. Funding Source: 100% by the Safe & Sound Project, Prison Rape Elimination Act Grant Program	
BC2013-267	Department of Public Safety and Justice Services/ Regional Enterprise Data Sharing System	Submitting an amendment to Contract No. CE1200551-02 with Main Sail, LLC for consultant services for the development and upgrade of the Regional Enterprise Data Sharing System for the period 7/1/2012 - 12/31/2013 for additional funds in the amount of \$170,000.00. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-268	Department of Health and Human Services/ Community Initiatives Division/ Family and Children First Council	Recommending an award on RQ28667 and enter into an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$268,399.73 for the FY2014 System of Care Family Centered Services and Supports Grant Program for the period 7/1/2013 - 6/30/2014. Funding Source: Combination of Federal child welfare dollars and State general revenue funds from ODMH, ODADAS, ODYS, and ODODD	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. Other Business

Item	Requestor	Description	Board Action
BC2013-269	Department of Public Works	Requesting approval of an alternative procurement process on RQ28659, which will result in an award recommendation to Jack Doheny Companies, Inc. in the amount not to exceed \$3,000,000.00 for Sewer Jet Vac Trucks, parts, supplies and services for the period 10/1/2013 - 9/30/2018 (Chapter 501.12(b)(15)). Funding Source: Sanitary Sewer Fund and the Road & Bridge Fund, shared proportionally. 1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) The Department of Public Works is requesting approval for an Alternative Procurement Process in an amount not to exceed \$3,000,000.00 for a period beginning October 1, 2013 through September 30, 2018 for Sewer Jet-Vac	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>Trucks, Parts, Supplies and Services from Vactor Inc. through its local dealer Jack Doheny Supplies, Inc. A formal process to obtain Requests for Proposals was conducted and evaluations completed selecting the Vactor and Jack Doheny. Sewer Jet Vac Trucks are a major component in the work performed by the Dept of Public Works for the communities serviced by the Sanitary and Road & Bridge groups.</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>Based on current projections the five year program should be identified to purchase up to \$ 3,000,000.00 in the span. Funding Sources will be the Sanitary Sewer Fund and the Road & Bridge fund on a shared basis proportionate to the percentage of use by each of the groups. Under this Alternative Purchasing Program, the Department of Public Works would be able to purchase equipment and services up to the approved Capital Budget assigned to the Division and Index by the Office of Budget Management.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Requests For Proposals' were requested to identify which brand of equipment and dealer support would best serve the Dept of Public Works. A committee of knowledgeable staff members met, reviewed, scored the submissions and recommended an award. The Vactor brand trucks and its dealership Jack Doheny Supplies scored the highest in all categories and were awarded the program. Jack Doheny also is a participant in the State of Ohio DAS State Term Schedule and will extend State Pricing to the County with discounted and published pricing for all equipment, supplies, and services. STS # 800228. The Alternative Procurement Process would allow a continuing uninterrupted process of standardization in a County Approved Budget in the most effect purchasing process.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p>	
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		<p>Utilization of Formal Bids and State Contract purchases were considered options but were subject to many varying specifications. The Request for Proposals identified a clearly superior manufacturer and dealer network. The Alternative Procurement Process establishing a five year program enabling Public Works to standardize, upgrade, and place equipment in the field as work in the County communities continues to grow.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>There are three Jet-Vac Equipment manufacturers who participate in the State Procurement Contract. The Dept of Public Works assembled an outline of the categories related to the products, the dealer network, the service staff, the reliability, and references and then conducted a Request For Proposal process to score and award the County business to the Equipment group that would provide the County with the best overall product and services. Vactor and Jack Doheny Supplies scored highest overall in the process. The Alternative Procurement Process allows the Department of Public Works to acquire equipment as needed during the five year duration of the program provided the units have been declared and funded in the Division's Approved Budget.</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 County Dept of Public Works has diligently sought the best product and service for program through an extensive Request For Proposals which has already been processed. Advertising for competitive bids is repetitious and will delay placing equipment in communities Department of Public Works is contracted to serve. The desired Sewer Jet-Vac Equipment is only available in Ohio by Jack Doheny Supplies who will give the County the State Discounted Pricing. The Alternative Procurement Process for the period avoids requesting new Requests for Proposals annually.</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 Dept Public Works staff exercises extreme diligence</p>	
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		<p>in the selection of equipment and vendors when obtaining all equipment and only after the review of the properties, longevity, serviceability and pricing are decisions made. The County Dept of Public Works went to a Request For Proposal process to start a five year program modeled after a program in effect in other municipalities which will allow the County to best equip themselves from a limited number of manufactures and authorized dealers which should prove effective and be a model for similar programs. The Alternative Procurement Process is necessary to insure the success of the program.</p>	
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7. Public Comment

8. Adjournment

Minutes

Cuyahoga County Board of Control Meeting
 County Administration Building, 4th Floor
 September 16, 2013, 11:00 a.m.

1. Call to Order: The meeting was called to order by Ed FitzGerald at 11:03 a.m.

Attendees:

Executive Edward FitzGerald
 Councilman Michael Gallagher
 Councilman David Greenspan
 Public Works Director Bonnie Teeuwen
 Procurement & Diversity Director Lenora Lockett
 Clerk of the Board of Control Melinda Burt
 Fiscal Officer Wade Steen and Councilman Pernell Jones were unavailable.

At the September 16, 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.

2. Review of the minutes - Edward FitzGerald made a motion to approve the minutes from the September 9, 2013 Board of Control meeting, as written. Councilman Gallagher seconded the motion. The minutes were unanimously approved.
3. Public Comment – there was no public comment
4. Tabled Items – there were no tabled items

5. New Items for Review

BC2013 -258 Department of Development Requesting approval of an agreement with North Coast CHDO Homes, Inc. for HOME funded Acquisition and Renovation of Housing for Disabled Adults in the amount not-to-exceed \$200,000.00. Anticipated start - completion dates are 10/01/2013 - 09/30/2016. Funding Source: 100% Federal HOME Program

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013 -258 was unanimously approved.

BC2013 -259 Office of Procurement & Diversity Recommending an award:
Department of Information Services

a) on RQ28226 to Northwoods Consulting Partners, Inc. in the amount of \$127,230.00 for 6 Self-Service Kiosks cabinets with cabling, Compass Capture Self-Scan Kiosk Software with 1 year platinum support, 6 OnBase User Client Software with 1 year platinum support and installation/configuration. (State Contract No. 533091/County Code 501.12(b)19)). Funding Source: 100% Health and Human Services Levy

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion. Item BC2013 -259 was unanimously approved.

BC2013 -260 Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board Submitting an amendment to Contract No. CE1000590-01 with Towards Employment, Incorporated for Employment Connection One-Stop operation services to adult job seekers for the period 7/1/2010 - 6/30/2013 to extend the time period to 12/31/2013 and for additional funds in the amount of \$100,000.00. Funding Source: 100% Federal Workforce Investment Act (WIA)

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013 -260 was unanimously approved.

6. Other Business

BC2013 -261 Department of Public Works

A) Requesting approval of an Alternative Procurement Process under RQ 28702 which will result in an award under state term contract to Key Chrysler Jeep & Dodge, Inc. in the amount not-to-exceed \$104,976.70 for the purchase of five 2013 Dodge Caravans for Sheriff Operations.

B) Recommending an award and enter into a state-term contract with Key Chrysler Jeep & Dodge, Inc. in the amount not-to-exceed \$104,976.70 for the purchase of five 2013 Dodge Caravans for Sheriff Operations. Funding Source: 100% Maintenance Garage Fund - Internal Service.

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

2013 Dodge Grand Caravan (five cars)

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

\$ 104,976.70 Charge to CT 575001-0722 (General Fund)

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

The Sheriff and Public Works Fleet Operation staffs evaluated the alternate vehicles available for purchase and usage in Law Enforcement and concluded that the Dodge Grand Caravan provided the best option for the desired work load. The usage of the State Contract provides a quicker manufacturing time, delivery, and placement into service.

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

A Formal Bid program for the Dodge Caravan or similar compact seven passenger van was conducted by the Office of Procurement and Diversity without any responses. Numerous vendors were afforded the opportunity to provide alternatives that met the specifications and none participated.

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

The Sheriff's Department needed compact passenger vans for various functions within the department. The Dodge Caravan has been utilized in the past successfully and was established as the leader in the field but alternatives similar in size and equipment would be considered.

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 time process of bidding the vehicles would place us beyond the 2013 Production Schedule and create delivery delays and possible price increases.

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

Public Works looks at all available alternatives when procuring vehicles. Based on these evaluations the procurement process is placed in motion. Due to production timing and new model introductions the timing of the process is affected. Public Works then seeks the most effective and efficient manner to secure the selected vehicles and when available will consider the usage of the State Contract.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013 -261 was unanimously approved.

BC2013-262 TIME SENSITIVE/MISSION CRITICAL - Department of Public Works

A) Requesting approval of Alternative Procurement Process under RQ28718 which will result in an award and enter into a purchase order with APO dba AIR POWER OF OHIO in the amount of

\$59,378.00 for the Mission Critical purchase of 4 compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113.

B) Recommending an award and enter into a purchase order under RQ28718 with APO dba AIR POWER OF OHIO in the amount of \$59,378.00 for the Mission Critical purchase of 4 compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113. Funding Source: 100% General Fund.

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

Four compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113.

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

\$59,378.00

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

All pneumatic air for Court Tower and Jail I need to be replaced. The current equipment is original from 1975. One unit recently failed, and to compensate for failure of that unit, the load was transferred to other units. As a result, the entire system failed. Without new compressors, the building systems will fail to full heat (heat will automatically rise to 100 degrees to protect building from freeze). The County is currently utilizing a rented air compressor at a cost of \$250.00 per week as a temporary solution to the problem (with two (2) County owned small air compressors also utilized).

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

The procurement method was a RFB on Buyspeed for 24 hours and faxed to five (5) bidders with one (1) response - APO being the only, lowest and best bid, \$59,378.00 (freight included).

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

APO was the only, lowest and best bid.

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.

Without new compressors, the building systems will fail to full heat (heat will automatically rise to 100 degrees to protect building from freeze). Employees/general public/inmates health may be of some concern that may lead into the employees/general public need to be evacuated if temperatures in building exceed 90 degrees.

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 Department of Public Works' staff will change out air compressors at their life span.

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion. Item BC2013 -262 was approved unanimously.

7. Public Comment – there was no further public comment.
8. Adjourn – Edward FitzGerald made a motion to adjourn; Bonnie Teeuwen seconded. The meeting was adjourned at 11:12 a.m.

7. Tabled Items

BC2013-242

Title: OPD Recommending an Award on RQ27685 to McKesson Medical-Surgical, Inc. for Jail Medical Supplies

A. Scope of Work Summary

1. The Office of Procurement & Diversity is recommending an award on RQ27685 to McKesson Medical-Surgical, Inc. for Jail Medical Supplies in the amount not-to-exceed \$450,000.00 for the period 9/1/2013 through 8/31/2016.
2. The primary goal of the project is to furnish medical supplies and non-FDA regulated pharmaceutical products for the inmate population.

B. Procurement

1. The procurement method for this project was a RFB. The estimated value was \$450,000.00.
2. There was 0% SBE goal.
3. There were 10 bids pulled from OPD, 2 bids submitted, one of which was deemed non-responsive (did not submit a bid bond). One bid was reviewed and approved for award. Note: McKesson's bid included exceptions to the County's Standard Terms and Conditions, which were forwarded to the Law Department under Law Ticket #1251. The Law Department determined which exceptions were material and unacceptable to the County, and drafted a Contract Pursuant to Request for Bids. The 12-page document will be sent for vendor signature upon the Board of Controls' approval of this recommendation.

C. Contractor and Project Information

1. The address of the recommended contractor is:

McKesson Medical-Surgical, Inc.
8741 Landmark Road
Richmond, VA 23228

Council District: n/a

2. The owner for the contractor is: John Hammergren, CEO

D. Project Status and Planning

This will be a new three (3)-year contract, in the amount NTE \$450,000.00. The previous contract, CE1100042 expired 6/30/2013; a contract amendment was contemplated, but not processed by the Sheriff's Department. The Sheriff's Dept. has been purchasing supplies on a Department Order, as needed.

Note: RQ27685 is a rebid from RQ27014 (all bids rejected).

E. Funding

The project is funded 100% by General Funds. The schedule of payments is monthly, upon invoice submission.

8. New Items for Review

BC2013-263

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Andrews Moving and Storage Company for the not-to-exceed cost of \$129,290.00. The anticipated start-completion dates are September 23, 2013 through December 31, 2013.

2. The primary goal of the project is to provide moving and liquidation services for the interim move for the Administration Building.

3. N/A

B. Procurement

1. Procurement Method for this is RFP. The total cost for this RFP is not to exceed \$129,290.00.

2. The RFP was closed on September 17, 2012. There is a 30% SBE on this RFP since federal funds are being used for this contract.

3. There were 5 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:

10235 Phillip Parkway

Streetsboro, OH 44241

Council District N/A

2. A. Company owners: Tom Marshall, Taylor Marshall and Cara Meagrow

3. a. The location of the project is from the County Administration Building to Lakeside Place, the Whitlatch Building, Reserve Square and Courthouse Square.

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

D. Project Status and Planning

1. The project is new to the County.

2. N/A

3. The project is on the critical path as these services are tied to the interim move. In order to exit the Administration building by the end of October, the mover must begin work on September 24.

4. N/A

5. N/A

E. Funding

1. The project is funded 100% by the County.
2. The Schedule of payments is by invoice.
3. N/A

BC2013-264

Title: Department of Development/2013/PMH Fitness, LLC/Economic Development Loan

A. Scope of Work Summary:

1. Department of Development requesting approval of an Economic Development Loan to PMH Fitness, LLC in the amount not-to-exceed \$150,000 and authorizing the Director of Development or Deputy Chief of Staff for Development to execute the documents, subordination agreements and other instruments and agreements, with such parties that may be required or appropriate to effectuate the loan.
2. The primary goal of the project is to assist PMH Fitness, LLC in the redevelopment of a 9,700 square foot facility located at 6708 Pearl Road, Parma Heights, Ohio 44130. The project will create four (4) new jobs. The total cost of the project is \$375,000; the County's participation is an Economic Development Loan for \$150,000 with a term of 10 years at an interest rate of 2%.

B. Procurement :

Economic Development Loan reviewed and recommended by the Cuyahoga County Community Improvement Corporation at its June 12, 2013 meeting.

C. Project Information:

1. PMH Fitness, LLC
6708 West 130th Street
Parma Heights, Ohio 44130
Council District 4, Chuck Germana
2. Principal Owner of PMH Fitness, LLC is Pamela Hoffman 100%
3. The location of the project is:
6708 West 130th Street
Parma Heights, Ohio 44130
Council District 4, Chuck Germana

D. Project Status and Planning:

1. The Department of Development has an Economic Development Loan Program for businesses that create employment opportunities that benefit the residents of the Cuyahoga Urban County.

E. Funding:

1. Cuyahoga County Western Reserve Fund
2. The loan funds will be disbursed at construction completion.
3. The loan payments will be fully amortized over 10 years at interest rate of 2%

BC2013-265

A. Scope of Work

1. Fiscal Office, recommending an award on RQ28037 to Griffin & Strong, P.C. in the amount not-to-exceed \$122,200.00 for Cuyahoga County Disparity Study to conduct a Disparity Analysis collecting anecdotal evidence and reporting on findings for the period August 29, 2013 - November 30, 2014 (Resolution No. DC2013-153- authority to seek proposals.)
2. The primary goal is for Griffin & Strong, P.C. the consultant, to report if there is a disparity between the number of qualified minority and/or female owned businesses that are willing and able to provide the goods and services sought by the County through its procurement process and the number of such businesses that have actually received contract awards directly from the County or through the prime Consultants. The disparity study must supplement this statistical analysis with relevant and reliable anecdotal information.

B. Procurement

1. The procurement method for this project was an RFQ. The total value of the RFQ was estimated at \$100,000.00.
2. The RFQ closed on July 26, 2013.
3. Thirteen (13) RFQs were pulled from OPD and three (3) vendors responded. Griffin & Strong, P.C. is being recommended for the award based on Griffin & Strong, P.C. scoring the highest in the evaluation criteria outlined in the RFQ.
4. There is 0% SBE goal participation.
5. There is no performance bond required.

C. Contractor and Project Information

1. Griffin & Strong, P.C.
235 Peachtree Street, NE Suite 400
Atlanta, GA 30303
2. The primary owner is: Rodney K. Strong, Esq.
3. County District: County Wide 3.
4. The estimated completion date of the project is November 2014.

D. Project Status and Planning

1. The project is new to the County and will potentially reoccur every five years, per Councilman Jones.
2. The project major milestone are listed below
August 29, 2013 - County notifies selected consultant
August 29 – September 20, 2013 - Consultant contract negotiations
October 7, 2013 - Submission of Awarded Contract for signature
Mid October - Kick-Off
By the end of 1st Quarter 2014 - Final Draft of Disparity Submitted
November 2013 through November 2014 - Public Presentations (as authorized)
3. The project's term has already begun. The reason there was a delay in this request was the scoring was delayed for one week.
4. The contract will be submitted at a later date for signature. Submission of contract is expected to occur on/or about October 7, 2013

E. Funding

1. The project is funded 100% by the General Fund.
2. The original estimated cost was \$100,000.00.
3. The schedule of payments will be released against the contract accordance with the terms of the contract.

BC2013-266

A. Scope of Work Summary:

The Cuyahoga County Sheriff's Office is requesting approval of a contract with Cleveland Rape Crisis Center for the anticipated cost of \$101,865.00. The anticipated start and completion dates are 10/01/2013 – 09/30/2014. The primary goals of the project are to establish a prison rape elimination training program and to do so through a consultant from the Cleveland Rape Crisis Center.

B. Procurement:

1. The procurement method for this project was RFP Exemption. The total value of the contract is \$101,865.00

C. Contractor and Project Information:

1. The address(es) of all vendors and /or contractors is:
Cleveland Rape Crisis Center
526 Superior Avenue, suite 1400
Cleveland, OH 44114
2. The Executive Director for the contractor is Sondra Miller.

D. Project Status and Planning:

1. The project is new to the County

E. Funding:

1. The project is funded 100% by the Safe & Sound Project, Prison Rape Elimination Act Grant Program.
2. The schedule of payments is by invoice.

BC2013-267

Title: Public Safety & Justice Services 2013 Main Sail Amendment II Cuyahoga County Department of Justice Services/ Regional Enterprise Data Sharing System / Main Sail, LLC. Contract Amendment for data programming and design services.

A. Scope of Work Summary:

1. Department of Public Safety & Justice Services is requesting approval to amend an existing contract CE1200551-02 & RQ# JA-12-23152. We are seeking to increase the contract amount by \$170,000.00. Once the funds are added to the existing Main Sail contract, the full development upgrade of the Regional Data Sharing System will be executed successfully.

2. The primary goals of the project are:

- To increase the REDSS portion of the contract by \$170,000.00.
- To allow Main Sail, LLC. the opportunity to successfully complete the development of data programming and design services.

B. Procurement

1. The procurement method for this project was through RFQ. The total value of the RFQ is being increased to \$170,000.00
2. The RFQ was closed on 5/8/12

C. Contract and Project Information

1. The address of the vendor is:
Main Sail, LLC.
20820 Chagrin BLVD, Suite 201
Shaker Heights, Ohio 44122
2. Director: Thelma Phillips
3. The address or location of the project for REDSS:
Court House Square
310 Lakeside Suite 195
Cleveland, Ohio 44113
The project is located in Council District (7)

D. Project Status and Planning

1. This is a one-time project that will end 12/31/13

E. Funding

1. The project is funded under two funding streams, however, this amendment will be increased using the funding source below:
Regional Enterprise Data Sharing System/ JA090068-\$170,000-Suffix (02)

This amendment increases the contract by 57%

2. The schedule of payments is based upon the Schedule of Work statements outlined in the RFQ. Main Sail LLC is required to submit a Task Order (TO) based upon the services noted in the scope of work for every specific requested project by Cuyahoga County Department of Public Safety & Justice Services.

BC2013-268

A. Scope of Work Summary

1. Family and Children First Council requesting approval of an Interagency Agreement with ADAMHS for the anticipated amount of \$268,399.73. The anticipated start-completion dates are 7/1/2013 to 6/30/2014.
2. The primary goals of the project are:
 - Serve as the lead agency to provide oversight to select and manage the identified fiscal agent.
 - Funding provided through this agreement will be used only for the FCSS activities as specified in the FCSS SFY14 Guidance Document.
 - ADAMHS will maintain the focus of the FCSS program, targeting youth and their families who meet the eligibility requirements outlined by the FCSS FY14 Guidance Document.
3. The project is mandated by the ORC 121.37 to maintain children and youth in their own homes and communities by providing non-clinical, family-centered services and supports.

B. Procurement

1. The proposed agreement received a Justification for Other than Full and Open Competition

exemption on 9/5/2012. The approval letter is attached for review.

C. Contractor and Project Information

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

ADAMHS board of Cuyahoga County
2012 West 25th Street
Cleveland, Ohio 44113
All 11 council districts.

2. The Chief Executive Officer is William Denihan.

3. A. The address or location of the project is:

ADAMHS board of Cuyahoga County
2012 West 25th Street
Cleveland, Ohio 44113
B. All 11 council districts.

D. Project Status and Planning.

1. The project reoccurs annually.

2. The project has 3 phases. The next steps, dates and anticipated cost of these are;

- a. ADAMHS will issue a contract with its fiscal agent.
- b. Coordinate and conduct a training for various providers to learn how to access FCSS funding.
- c. Begin accepting applications for FCSS.

Billable service delivery dates are July 1, 2013 to June 30, 2014. The reimbursable amount in total from all providers is not to exceed \$268,399.73.

3. The project is on a critical action path because the FCSS funding for FY14 must be spent in full by June 30, 2014.

4. The project's term has already begun. The reason for the delay is a late notification from Ohio Family and Children First. The state needed more information regarding its federal allocation. The SFY each county received a 5% funding reduction.

E. Funding

1. The project is funded 100% through a combination of federal child welfare dollars and state general revenue funds from ODMH, ODADAS, ODYS, and ODODD.

2. The schedule of payments is semi-annually.

3. N/A

6. Other Business

[see item detail under BC2013-269 in section 6, above.]