

**Contracts and Purchasing Board**  
**County Administration Building, 4<sup>th</sup> Floor**  
**October 21, 2013 11:30 A.M.**

- I. Call to Order**
- II. Review Minutes**
- III. Public Comment**
- IV. Contracts and Awards**

**A. Tabled Items**

Item	Requestor	Description	Board Action
CPB2013-780	Department of Workforce Development	<p>b) Submitting a contract with Netshape Technologies, Inc. in the amount not-to-exceed \$4,347.00 for the On-the-Job Training Program for the period 7/11/2013 - 11/13/2013.</p> <p>Funding Source: 100% by Federal Workforce Investment (WIA) Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

**B. Scheduled Items**

Item	Requestor	Description	Board Action
CPB2013-801	Department of Development	<p>Requesting approval of contracts with various providers for exterior repairs and improvements. The anticipated start-completion dates are 10/1/2013 - 9/30/2014:</p> <p>a) 6779 Memphis LLC, for the anticipated cost of \$9,767.31 for property located at 6779 Memphis Avenue, Brooklyn.</p> <p>b) Great Lakes Bicycles Limited, for the anticipated cost of \$1,398.49 to complete exterior repairs to property located at 665 Broadway Avenue, Bedford.</p> <p>Funding Source: 100% Federal Community Development Block Grant funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2013-802	Department of Development	<p>a) Requesting approval of a contract with HZW Environmental Consultants, LLC for Phase II Environmental Services in the amount not-to-exceed \$4,726.00 at the proposed McKinley School Redevelopment Site located at 1381 West Clifton Avenue, Lakewood, Ohio, 44107. The start-completion dates are 10/21/2013-04/19/2014.</p> <p>b) Submitting a License for Entry, Consent and Limited Release from Liability agreement in connection with said project site.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		Funding Source: Brownfield Revolving Loan Funds	
CPB2013-803	Department of Information Technology	Recommending an award on RQ28263 and enter into a contract with Government Marketing and Procurement, LLC in the amount not-to-exceed \$96,120.00 for Sonian archiving services for County E-mail for the period 7/6/2013 - 7/5/2014.  Funding Source: 100% General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-804	Office of Procurement & Diversity	Recommending an award:  <u>Department of Information Technology</u> a) on RQ28796 with Hewlett-Packard Company in the amount of \$58,072.88 for the purchase of HP workstations and monitors for use by County Sheriff's Office.  Funding Source: General Funds, IT Capital Reserve Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-805	Department of Workforce Development	Submitting a contract with S&P Data Ohio, LLC in the amount not-to-exceed \$50,000.00 for the Ohio Workforce Incentive Program for the period 9/1/2013 - 6/30/2014.  Funding Source: Temporary Assistance to Needy Families funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-806	Department of Public Safety and Justice Services/ Emergency Management	Recommending an award on RQ26851 and enter into a contract with Tyco Integrated Security, LLC in the amount of \$7,219.18 for upgrade and maintenance of CECOMS Digital Video Recorder. 11/1/2013 - 10/31/2015.  Funding Source: 100% General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

### C. Exemption Requests

Item	Requestor	Description	Board Action
CPB2013-807	Department of Public Works	Submitting an RFP exemption on RQ28897, which will result in an award recommendation to Black Creek Integrated Systems Corporation in the amount not-to-exceed \$120,000.00 for maintenance and support on various security systems at the Cuyahoga County Juvenile Justice Center for the period 10/3/2013 - 10/2/2014.  Funding Source: 100% General Funds  1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)  Maintenance and support for the security systems at the Juvenile Justice Center. These systems include: security	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>cameras, access control, duress buttons, intercoms, network video recorders and servers. In addition to the phone support, DoIT is requesting the vendor to be on-site for a one year period for training and repair of equipment that is non-functioning and installation of replacement equipment.</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) \$120,000.00</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The security systems at the JJC are integrated with each component and with the Detention Management System (and iCase systems). The systems provided by BCIS are proprietary in nature. In order to maintain the integrity of the system the County will have to continue to work with BCIS unless there is a determination to change the existing system.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. None. The systems provided by BCIS are proprietary in nature. In order to maintain the integrity of the system the County will have to continue to work with BCIS unless there is a determination to change the existing system.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The integration of the multiple components of the JJC security systems is so complete and complex, that it is necessary for the installer and integrator (BCIS, in both instances) to provide support and training for the system. This includes both hardware and software.</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>By having BCIS on site for training, DoIT will have staff learning much of that process, but we will never be able to maintain these systems without support of BCIS, unless the system is replaced.</p>	
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		<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>This question has been addressed in several of the questions above. The security systems at the JJC are complex and integrated. Similar to other systems, such as fire and HVAC, the County always will require support and maintenance of its security systems. Given the narrow scope of knowledge and expertise that is required to maintain and support these systems, it is more cost effective to contract out for these services. However, after the one year of on-site support, the systems will be maintained with a lower level of support from BCIS.</p>	
CPB2013-808	Department of Information Technology	<p>Submitting an RFP exemption on RQ28798, which will result in an award recommendation to Planethosting.com, Inc. in the amount of \$30,000.00 for web hosting services for the period 10/21/2013 - 10/2014.</p> <p>Funding Source: 100% General Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Provide 12 months of Web Hosting. This service is required by CJFS to provide access to IWAM system to our vendor partners. (10/21/13 to 10/20/14).</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>New contract. \$3,000.00.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The vendor is currently providing this service to us on a month to month basis and a disruption in service could jeopardize our ability to deliver service to our clients and vendors.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>None, we choose them based on a Lucas County recommendation. At the time this project was being</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>worked we were under a requirement by the state to increase our participation rate on the Work and Training program. Lucas had developed this web based system which helped them to improve their rate. We made arrangements with them to get a copy of the system to run here in Cuyahoga County. As a way to get this project off the ground quickly we used their hosting vendor. They had proved that they could host the system.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? We choose them based on a Lucas County recommendation. At the time this project was being worked we were under a requirement by the state to increase our participation rate on the Work and Training program. Lucas had developed this web based system which helped them to improve their rate. We made arrangements with them to get a copy of the system to run here in Cuyahoga County. As a way to get this project off the ground quickly we used their hosting vendor. They had proved that they could host the system.</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. We are still required to make the state mandate for work participation. A disruption of service could cause us to fail to make our rate, which could cause the county to be sanctioned.</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. None for this situation.</p>	
CPB2013-809	Department of Information Technology	<p>Submitting an sole source exemption on RQ28686, which will result in an award recommendation to Fluke Networks in the amount of \$15,590.00 for maintenance and support of FNET Optiview equipment for the period 2/1/2014 - 1/31/2015.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire? Fluke Network Gold Maintenance for calendar year 2014-2015 for all County-owned Fluke hardware software products.</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>1 Year Maintenance 2014-2015 2/1/14 – 1/31/15</p> <p>4. Why do you need to acquire these goods or services?</p> <p>To maintain hardware &amp; software and have capacity to upgrade software and replacement of failed hardware.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.</p> <p>No other renewal maintenance options for Fluke Equipment.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>Not an option as there is no other maintenance contracts for Fluke Equipment.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>No other option to renew maintenance for Fluke Equipment.</p> <p>8. Has your department bought these goods/services in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>There is no option. Fluke is the only vendor that offers maintenance renewal contracts on their gear.</p> <p>Fluke Maintenance renewal is yearly.</p> <p>9. What efforts have been made or are being made to</p>	
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		<p>reduce the Department's reliance on a sole source provider for these goods/services in the future?</p> <p>N/A</p> <p>10. What efforts were made to get the best possible price?</p> <p>State term</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>N/A</p> <p>12. Amount to be paid: \$15, 590.00</p>	
CPB2013-810	Department of Information Technology	<p>Submitting an RFP exemption on RQ28750, which will result in an award recommendation to Environmental Systems Research Institute in the amount not-to-exceed \$31,032.34 for maintenance on ArcGIS software for the period 1/1/2014 - 12/31/2014.</p> <p>Funding Source: 100% General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Software maintenance for ESRI's ArcGIS software for one year (1/1/14-12/31/14)</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>\$31,032.34</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>State Vendor 533197-3</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>ESRI produces the software and is the only vendor able to offer maintenance and support of software.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>ESRI produces the highest quality / best value software on the market, and is the most widely used software in government.</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>There are no competitive bid alternatives, so we would not be able to acquire the maintenance and support services.</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>There are no plans unless a competing vendor decides to offer support and maintenance services for the software.</p>	
CPB2013-811	Department of Information Technology	<p>Submitting an RFP exemption on RQ28900, which will result in an award recommendation to Hewlett- Packard in the amount of \$171,448.72 for an HP Blade Server/Rack Storage System.</p> <p>Funding Source:100% General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Purchase an HP Blade Server/Rack Storage System with software, support, and installation.</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>The total amount will not exceed \$171,448.72. Common Pleas will be using their Special Revenue fund to cover this expense.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>



		<p>The terms and conditions of the WSCA/NASPO contract number OA1067 applies to this order.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>SHI and MCPC were the other resellers that the DoIT evaluated.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>This HP blade server storage will replace Common Pleas current system. HP products have proven to run more efficient in the server environment. Hewlett-Packard was the lowest state term bidder.</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>This was competitively bid on.</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>	
CPB2013-812	Department of Information Technology	<p>Submitting an RFP exemption on RQ28896 which will result in an award recommendation to TEC Communications, Inc. in the amount of \$35,209.46 for 2 Nexus 5548 10GB Switches and Smartnet Licenses.</p> <p>Funding Source: Special Revenue Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Purchasing (2) Nexus 5548 10GB switch with 24x7x4 Smartnet licenses.</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><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>The total amount will not exceed \$35,209.46. Common Pleas will be using their Special Revenue fund to cover this expense.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>TEC Communications falls under the State of OHIO Schedule #533110-3.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>TEC Communications, LOGOS Communications System, and MCPC were all evaluated for this purchase.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>These switches are required to tie Common Pleas fiber back to the DoIT core. TEC Communications were the lowest state term vendor.</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>This was competitively bid on.</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>	
CPB2013-813	Department of Information Technology	<p>Submitting an RFP exemption on RQ28624, which will result in an award recommendation to Time Link in the amount of \$18,947.11 for maintenance on Synapps System software for the period 10/1/2013 - 9/30/2014.</p> <p>Funding Source: 100% General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>This is the annual maintenance for our TimeLink clocks. TimeLink provides the time and gross payroll system used by the Department of Human Resources and records the arrival and departures (Including lunch breaks) of employees. Approximately 1250 employees utilize time clocks. This represents about 25 percent of the total employee population.10/1/2013 – 9/30/2014.</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>\$18,947.11</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>N/A</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. TimeLink has been in the time and attendance/time clock industry for over 25 years and has approximately 15 years of expertise operational zing integrated data collection solutions with SAP R/3. As the approved vendor for SAP at Cuyahoga County, TimeLink understands our current operational needs and has provided accurate transactional data uploads to our attendance system for over 9 years.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? No alternatives were evaluated. TimeLink is a Certified SAP vendor. To ensure the integrity of our HCM, we have only used certified third party applications for systems connecting to the SAP database.</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. All the time clocks in the County would need to be replaced.</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. This is a one year contract.</p>	
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CPB2013-814	Human Resource Commission	<p>Submitting an RFP exemption on RQ20547, which will result in an award recommendations to various providers in the total amount of \$150,00.00 for hearing officer services for the period 1/1/2014 - 12/31/2016:</p> <ul style="list-style-type: none"> <li>a) Komlavi Atsou</li> <li>b) Michael Gordillo</li> <li>c) Anthony Stevenson</li> <li>d) Gregory Szuter</li> <li>e) Daniel Zeiser</li> </ul> <p>Funding Source: 100% General Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The Human Resource Commission requests exemption from competitive bidding for Hearing Officer Services. The current contracts were originally approved from December 30, 2011 to November 30, 2012; and the contract includes the following language: 1.2 Extension of Term: The parties may, by written agreement, agree to extend the Term of this Contract for one twelve (12) month period should they deem necessary. The HRC requested, and was granted, a one year extension of the current contracts to extend them to November 30, 2013.</p> <p>The HRC is now requesting exemption from competitive bidding for Hearing Officer Services because it wants to continue to use the same attorneys it has been using since hearings began in 2011. These attorneys have collectively held over 150 hearings and participated in multiple trainings. They are experienced with the County's Human Resources policies and procedures, the HRC's Administrative Rules and the HRC's operating procedures. They are all involved in active case management currently, and the HRC wants to continue to contract with them to ensure continuity of service to parties in the appeal process. These Hearing Officers are all performing in accordance with the expectations of the HRC.</p> <p>The HRC wants to engage these same five attorneys, beginning January 1, 2014, through December 31, 2015, for the amount of \$30,000 for these two years of service. We have requested funding in 2014 to support this total request of \$150,000, and want to enter into contracts at a rate of \$125 per hour rather than the \$80 per hour paid in the previous contract. The HRC Commissioners have</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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		<p>determined that the \$125 per hour is appropriate for these services based on the fact that the HRC does not include a provision in these contracts to pay a minimum number of hours for hearings, as most entities that hire third party neutrals do. Also, the HRC does not include a provision in these contracts to pay for travel and expenses as similar entities do. The HRC has devoted a considerable amount of time and resources to training these officers and wants to continue to utilize the services of this experienced group of hearing officers as it expands its operations into the realm of Civil Service testing for the County's classified employees.</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) The original contracts with these Hearing Officers were for the amount of \$23,000. The contracts were amended to extend the period of the original contract, which was for 12/30/11 to 11/30/12, for another year to 11/30/13. The contracts were also amended to add additional funds, part of which was funds dispersed from the contract with Noelle Tsevdos who declined to continue to serve as a Hearing Officer because she accepted a position with the CC BODD. The additional funds totaled \$7,396; \$3,396 of that was the equal part of the Tsevdos contract which was dispersed equally among the other five hearing officers, and \$4,000 was added to allow the Hearing Officers to continue to address the over 200 appeals before the HRC. Recently the HRC requested approval to add \$4,000 additional to Stevenson's contract and \$8,000 to Zeiser's contracts</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date) The Hearing Officers were selected through a competitive process which involved an assessment of their qualifications, background and a personal interview with each. The relevant contract numbers are: CE1100755-01 (Atsou), CE1100757-01 (Gordillo), CE1100758-01 (Stevenson), CE1100759-01 (Szuter) and CE1100760- (Zeiser).</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. The current Hearing Officers have participated in multiple trainings to familiarize them and ensure their current</p>	
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		<p>knowledge of the County’s Human Resource policies and procedures, and the HRC’s Administrative Rules, policies and internal procedures. They are all performing in accordance with the Commissioners’ expectations.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The HRC is required by County Charter to hear appeals of classified employees of the County that were previously heard by the State Personnel Board of Review. These vendors are experienced attorneys who have worked in public sector law, and/or as arbitrators/mediators or third-party neutrals in conflict resolution. The HRC selected those vendors with the most relevant experience to expedite the HRC’s ability to address the cases that were pending with the HRC began its work in 2011.</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. The contracts are set to expire in November, 2013. Allowing the HRC to be exempt from the competitive bid process would allow the existing Hearing Officers to continue managing the cases that have already been assigned to them. Contracting with new vendors may cause an interruption in the HRC’s ability to address appeals because new Hearing Officers would need to go through multiple training sessions to familiarize them with the specific County and HRC practices they need in order to perform this work.</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>	
CPB2013-815	Medical Examiner	<p>Submitting a sole source exemption on RQ28768, which will result in an award recommendation to Collaborative Testing Services in the amount of \$4,110.00 for proficiency testing services for Drug Chemistry and Trace Evidence disciplines for the period 10/15/2013 - 12/31/2013.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire? We are requesting to purchase proficiency tests for Drug Chemistry and Trace Evidence disciplines for 2014. The tests include ‘Drug Analysis, GSR- Distance determination, Imprint/Impression Evidence, Fiber Analysis, Paint</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>Analysis, Glass and Bloodstain Pattern Analysis' categories which are required to maintain accreditation of the Cuyahoga County Regional Forensic Science Laboratory.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> If yes, please provide details regarding future obligations and/or needs. What is the duration of this purchase, including number of "potential" renewal options? Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.</p> <p>4. Why do you need to acquire these goods or services? Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.</p> <p>The requested proficiency tests are required to maintain accreditation for the Trace Evidence and Drug Chemistry disciplines of the Cuyahoga County Regional Forensic Science Laboratory. Each accredited forensic laboratory is required to take proficiency tests on an annual basis in each category of testing performed by a discipline to maintain its accreditation in those disciplines.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.</p> <p>Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.</p> <p>The Cuyahoga County Regional Forensic Science Laboratory is accredited by ASCLD/LAB-International</p>	
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		<p>(American Society of Crime Laboratory Directors/ Laboratory Accreditation Board). As per the accreditation requirements, the laboratory can only use the proficiency tests approved by the ASCLD/LAB. The requested proficiency tests (CTS 530, 533, 539, 545, 548 and 561) are the only approved tests available in the GSR- Distance Determination, Imprint/Impression Evidence, Fiber Analysis, Paint Analysis, Glass and Bloodstain Pattern Analysis categories of Trace Evidence discipline from an ASCLD/LAB approved test provider.</p> <p>The requested proficiency tests FTS-501 and 502 are the only approved tests available in the Drug Chemistry discipline from an ASCLD/LAB approved test provider.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.</p> <p>No: At this time no other ASCLD/LAB approved proficiency tests are available in the Drug Chemistry discipline and, for GSR- Distance Determination, Imprint/Impression Evidence, Fiber analysis, Paint analysis, Glass and Bloodstain Pattern Analysis categories of the Trace Evidence discipline.</p> <p>7. Identify specific steps taken to negate need for sole source provider. Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.</p> <p>At this time no other ASCLD/LAB approved proficiency tests are available in the Drug Chemistry discipline and, for GSR- Distance Determination, Imprint/Impression Evidence, Fiber analysis, Paint analysis, Glass and Bloodstain Pattern Analysis categories of the Trace Evidence discipline.</p> <p>8. Has your department bought these goods/services in</p>	
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		<p>the past?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>Indicate whether the department has previously acquired the same goods or services. If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.</p> <p>The CTS-501, 502, 530, 533, 539, 545 and 561 tests were acquired last year from the Collaborative Testing Services. The last purchase was made in October 2012. This year reflects a 4% increase.</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future? Describe specific steps, and/or alternate solutions under consideration.</p> <p>Currently, the requested proficiency tests are only ones that meet the accreditation requirements and they are only available from Collaborative Testing Services.</p> <p>10. What efforts were made to get the best possible price? Identify any initiatives made with the vendor to obtain the most favorable pricing. For example, indicate if any quotes or discounted pricing was requested from the vendor. Additionally, if discounts or special pricing was provided please indicate the amount of the discounts as a percentage of the original or published selling price. If any other value added services such as training or extended warranty were provided, please provide details on those services.</p> <p>Last year we saw a dramatic decrease of 31%, however, this year the cost is slightly higher, 4%.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable? Indicate any price comparisons or other</p>	
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		<p>benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.</p> <p>At this time, the requested proficiency tests are the only tests that meet the accreditation requirements of laboratory and they are only available from Collaborative Testing Services. This year test reflect a 4% increase in cost.</p> <p>12. Amount to be paid: \$4110.00</p>	
CPB2013-816	Medical Examiner	<p>Submitting a sole source exemption on RQ28767, which will result in an award recommendation to Forensic Science Consultants dba Forensic Testing Services in the amount of \$4,434.00 for proficiency testing services for trace evidence for the period 10/7/2013 - 12/31/2013.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>We are requesting authorization to purchase Trace Evidence proficiency tests in Tape, Unknown Chemical, Gun Shot Residue and Hair examination categories for 2014 which are required to maintain accreditation of the Cuyahoga County Regional Forensic Science Laboratory.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? Yes X No If yes, please provide details regarding future obligations and/or needs. What is the duration of this purchase, including number of "potential" renewal options? Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.</p> <p>4. Why do you need to acquire these goods or services? Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.</p> <p>The requested proficiency tests are required to maintain accreditation for the Trace Evidence discipline of the</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>Cuyahoga County Regional Forensic Science Laboratory. Each accredited forensic laboratory is required to take proficiency tests on an annual basis in each category of testing performed by a discipline to maintain its accreditation in those disciplines.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.</p> <p>Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.</p> <p>The Cuyahoga County Regional Forensic Science Laboratory is accredited by ASCLD/LAB-International (American Society of Crime Laboratory Directors/ Laboratory Accreditation Board). As per the accreditation requirements, the laboratory can only use the proficiency tests approved by the ASCLD/LAB. The requested proficiency tests (FTS-14 TAPE, FTS-14-CHEM, FTS-14-GSRSTUB and FTS-14-HAIR1) are the only approved tests available in the 'Tape, Unknown Chemical, Gunshot residue and Hair Analysis' categories of the Trace Evidence discipline from an ASCLD/LAB approved test provider.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.</p>	
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		<p>No: At this time no other ASCLD/LAB approved proficiency tests are available for 'Tape, Unknown Chemical, Gunshot residue and Hair Analysis' categories of the Trace Evidence discipline from an ASCLD/LAB approved test provider.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.</p> <p>At this time no other ASCLD/LAB approved proficiency tests are available in the Tape, Unknown Chemical, Gunshot residue and Hair Analysis' categories of the Trace Evidence discipline from an ASCLD/LAB approved test provider.</p> <p>8. Has your department bought these goods/services in the past?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>Indicate whether the department has previously acquired the same goods or services. If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.</p> <p>The TAPE, GSRSTUB and Hair proficiency tests were acquired last year from the Forensic Testing Services. FTS-CHEM proficiency test was acquired in 2011 as the test is only available every other year. The prices have remained the same as 2012 with one exception, the TAPE test was reduced \$75/test or 33%. The last purchase was made in October 2012.</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source</p>	
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		<p>provider for these goods/services in the future? Describe specific steps, and/or alternate solutions under consideration.</p> <p>Currently, the requested proficiency tests are only ones that meet the accreditation requirements and they are only available from Forensic Testing Services.</p> <p>10. What efforts were made to get the best possible price? Identify any initiatives made with the vendor to obtain the most favorable pricing. For example, indicate if any quotes or discounted pricing was requested from the vendor. Additionally, if discounts or special pricing was provided please indicate the amount of the discounts as a percentage of the original or published selling price. If any other value added services such as training or extended warranty were provided, please provide details on those services.</p> <p>Test – FTS-14 TAPE – price was reduced \$75 per test. Test – FTS-14 CHEM Chemical Unknown – was not purchased in 2013 as it’s required bi-annually; however, it is the same price as the Physical Match test purchased in 2013 Test – FTS-14 GSRSTUB - Gunshot Residue – the current price remains the same as in 2013 @ \$408.00. Test – FTS-14 HAIR1 – Microscope Exam – the current price remains the same as in 2013 @ \$595.00.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable? Indicate any price comparisons or other benchmarks against which the vendor’s price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.</p> <p>The requested proficiency tests are required to maintain accreditation for the Trace Evidence discipline of the Cuyahoga County Regional Forensic Science Laboratory. As per the accreditation requirements, the laboratory can only use the proficiency tests approved by the ASCLD/LAB. At this time, the requested proficiency tests are the only tests that meet the accreditation requirements of laboratory in Tape, Unknown Chemical, Gun Shot Residue and Hair examination categories of Trace Evidence and they are only available from Forensic Testing Services.</p>	
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		12. Amount to be paid: \$4434.00	
CPB2013-817	Medical Examiner	<p>Submitting a sole source exemption on RQ28775, which will result in an award recommendation to College of American Pathologist in the amount of \$3,438.04 for proficiency testing services for Toxicology, and Parentage &amp; ID disciplines for the period 10/14/2013 - 12/31/2013.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>We are requesting to purchase proficiency tests for Toxicology, and Parentage &amp; ID disciplines which are required to maintain accreditation of the Cuyahoga County Regional Forensic Science Laboratory.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? Yes X No If yes, please provide details regarding future obligations and/or needs. What is the duration of this purchase, including number of "potential" renewal options? Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.</p> <p>4. Why do you need to acquire these goods or services?</p> <p>Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.</p> <p>The requested proficiency tests are required to maintain accreditation for the Toxicology, and Parentage&amp; ID disciplines of the Cuyahoga County Regional Forensic Science Laboratory. Each accredited forensic laboratory is required to take proficiency tests on an annual basis in each category of testing performed by a discipline to maintain its accreditation in those disciplines.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.</p> <p>The Toxicology discipline of the Cuyahoga County Regional Forensic Science Laboratory is accredited under ASCLD/LAB-International accreditation (American Society of Crime Laboratory Directors/Laboratory Accreditation Board). As per the ASCLD/LAB accreditation requirements, the laboratory can only use those proficiency tests and providers for Toxicology that have been approved by the ASCLD/LAB. Currently the requested proficiency tests (AL1, FTC and T) are the only approved proficiency tests available in the Toxicology discipline from an ASCLD/LAB approved test provider.</p> <p>The Parentage and ID section of the Cuyahoga County Regional Forensic Science Laboratory is accredited by AABB (American Association of Blood Banks). As per the AABB accreditation requirements, the laboratory must participate in a proficiency tests program for which at least three samples three times per year are distributed for DNA relationship testing. Currently the requested proficiency test (PARF-Parentage/Relationship Testing-Filter paper) is the only test that meets these criteria.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.</p> <p>No, at this time, the requested proficiency tests are the only tests that meet the accreditation requirements of the</p>	
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		<p>Toxicology, and Parentage&amp; ID disciplines of the laboratory.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.</p> <p>At this time, the requested proficiency tests are the only tests that meet the accreditation requirements of the Toxicology, and Parentage&amp; ID disciplines of the laboratory, and they are only available from College of American Pathologists.</p> <p>8. Has your department bought these goods/services in the past?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>Indicate whether the department has previously acquired the same goods or services. If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.</p> <p>The tests were acquired last year from the College of American Pathologists. These test were last ordered in October 2012 in the amount of \$3,128.00</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future? Describe specific steps, and/or alternate solutions under consideration.</p> <p>Currently, the requested proficiency tests are only ones that meet the accreditation requirements and they are</p>	
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		<p>only available from College of American Pathologists.</p> <p>10. What efforts were made to get the best possible price? Identify any initiatives made with the vendor to obtain the most favorable pricing. For example, indicate if any quotes or discounted pricing was requested from the vendor. Additionally, if discounts or special pricing was provided please indicate the amount of the discounts as a percentage of the original or published selling price. If any other value added services such as training or extended warranty were provided, please provide details on those services.</p> <p>At this time, the requested proficiency tests are the only tests that meet the accreditation requirements of laboratory and they are only available from College of American Pathologists. This year the cost reflects an 8% increase which is the first increase since 2011.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable? Indicate any price comparisons or other benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.</p> <p>At this time, the requested proficiency tests are the only tests that meet the accreditation requirements of laboratory and they are only available from College of American Pathologists. This year the cost reflects an 8% increase, last year we did not experience an increase.</p> <p>12. Amount to be paid: \$3404.00 + \$34.04 (fuel surcharge)</p>	
CPB2013-818	Medical Examiner	<p>Submitting a sole source exemption on RQ28794, which will result in an award recommendation to Shimadzu Scientific Instruments in the amount of \$23,717.00 for maintenance on the QP2010S as Chromatograph/Mass Spectrometer System for the period 2/2/2014 - 2/1/2018.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>A 4 year maintenance contract for a Shimadzu QP2010S GC/MS System.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, please provide details regarding future obligations and/or needs.</p> <p>What is the duration of this purchase, including number of "potential" renewal options?</p> <p>Once this maintenance agreement expires it will be the sole discretion of Cuyahoga County whether to renew the agreement. No other obligations are placed on Cuyahoga County with this purchase.</p> <p>4. Why do you need to acquire these goods or services?</p> <p>Instrument failure led to the need for this service. We believe it is in the best interest of the County to enter into this service agreement eliminating work stoppage in the Drug Chemistry Department.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.</p> <p>The Shimadzu Corporation is the original manufacturer of this equipment and they are the sole provider of service for these instruments. It is possible to find some replacement parts or have items repaired or rebuilt, but Shimadzu is the only company that can supply service as well as original equipment parts</p> <p>The above mentioned service contract is the only option at this time to bring our instrument back to function in a timely manner and to bring the section back to our normal turnaround time. The service contract will not only include the immediate repair/replacement of the pump but will also include fixing any other issues with the instrument. In addition, it will provide immediate fixes as well as annual preventive maintenance during the term of the contract. The only other option is repair of the turbo pump by another company which requires at least 12 weeks and even after that there is no guarantee that another pump won't fail or that there aren't other issues with the</p>	
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		<p>instrument that could have led to the pump failure at the outset.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>We initially considered using Oerlikon Leybold Vacuum to repair the turbo pump which is part of the Shimadzu QP2010S GC/MS System. The reasons we are not pursuing there is 1) They are not an Approved Vendor with the Inspector General's Office, 2) Their lead time is 12 weeks. 3) There is no guarantee that another pump won't fail or that there aren't other issues with the instrument that could have led to the pump failure at the outset.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Shimadzu Scientific Instruments is the manufacturer of this equipment, therefore, is best suited to provide this maintenance agreement. There would not be another vendor qualified to perform this service.</p> <p>8. Has your department bought these goods/services in the past?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>The previous maintenance contract was with Shimadzu, and it was a sole source. We entered into Contract #CE1200123-01 for the term of 2/3/2012 to 2/2/2014 in the amount of \$7,603.24 annually. The contract total for the two years was \$15,206.48.</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future?</p> <p>The equipment in the laboratories are very specialized and should not be maintained by a service person who is not specifically trained and authorized by Shimadzu Scientific Instruments..</p>	
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		<p>10. What efforts were made to get the best possible price?</p> <p>By entering into a 4 year contract, Shimadzu has offered a 15% discount on the warranty cost. The annual cost of \$5,929.25 is 22% less than our annual cost on the previous contract.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>We are saving \$1,673.99 or 22% annually as compared to the previous contract.</p> <p>12. Amount to be paid: \$23,717.00</p>	
CPB2013-819	Common Pleas Court	<p>Submitting an RFP exemption on RQ28848, which will result in an award recommendation to S. Rose Company in the amount of \$15,998.80 for the purchase of 40 task chairs.</p> <p>Funding Source: 100% General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Purchase of 40 task chairs for use by employees in departments of Common Pleas Court. Chairs complement existing chairs already in use.</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>\$15,998.80</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>State Contract #7771401308; Expires on 11-30-2013.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>None - This particular model complements existing chairs already in use.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>We are extremely satisfied with the model currently in use. The vendor has a valid state contract for this item.</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>Specific product on State Contract meets our requirements.</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>Secure County contracts that mirror State contracts with negotiated pricing comparable or less than State pricing.</p>	
CPB2013-820	Department of Health and Human Services/ Office of Re-entry	<p>Submitting an RFP exemption, which will result in an amendment to Contract No. CE1200214-01 with Lutheran Metropolitan Ministry for implementation of a Social Enterprise Initiative Program for formerly incarcerated individuals for the period 3/1/2012 - 8/31/2013 to extend the time period to 3/31/2014 and for additional funds in the amount of 90,000.00.</p> <p>Funding Source: Health and Human Services Levy funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) Original contract period March 1, 2012 through August 31, 2013. Requesting to extend time period until March 31, 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) Original contract amount: \$120,000.00 Additional requested: \$90,000.00</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date) We seek an RFP exemption to extend the contract time period until March 31, 2014. Currently, LMM is operating a</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>social enterprise dba the Central Kitchen. Due to the success of the program and positive media coverage, there is a waiting list of 80 reentrants who want to enroll in the training and job placement program.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. LMM Central Kitchen was selected to be a Social Enterprise service provider as a result of a competitive bid process and was selected as one of three vendors out of 18 bidders.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The recommended vendor was selected due to their proven expertise in workforce development for low income populations with multiple barriers to employment retention. Their social enterprise proposal was selected and they are meeting targeted objectives.</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. LMM Central Kitchen is in the process of fulfilling the contractual requirements of the Social Enterprise program. It is so successful, that participants are waiting to enroll. Undergoing a competitive bid to extend the time period of services would be counterproductive in that services would have to stop to prepare, issue and score an RFP. A different vendor is not practical as this vendor is currently operating the social enterprise successfully. Thus, services would stop in the middle of the program for which we are trying to extend the time period to provide services.</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. The County had appropriately completed a full and open competitive process in selecting this vendor. This RFP exemption request seeks only to expand the time period of the contract and provide additional funding to accommodate the wait list. We would complete a full RFP process for any future social enterprise initiatives.</p>	
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## D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2013-821	Department of Public Works	Submitting an amendment to Contract No. CE1200699-01 with R.W. Armstrong & Associates, Inc. for general engineering services for various projects for the Master Plan Update and Airport Layout Plan for Cuyahoga County Airport, to assign the interest from R.W. Armstrong & Associates, Inc. to CHA Consulting, Inc., effective 7/29/2013, for the period 1/22/2013 - 1/21/2018; no additional funds required.  Funding Source: 90% FAA, 10% County	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-822	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.  Funding Source: N/A	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-823	Department of Law/ Risk Management	Submitting a settlement agreement with Y. Stewart in the amount of \$9,000.00 in connection with a bodily injury claim.  Funding Source: 100% Self Insurance Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-824	Department of Health and Human Services/ Community Initiatives Division/ Office of Homeless Services	Submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$537,741.00 for the PASS Transitional Housing Program for the FY2012 Continuum of Care Homeless Assistance Grant Program in connection with the McKinney-Vento Homeless Assistance Act for the period 10/1/2013 - 9/30/2014.  Funding Source: 100% by the U.S. Department of Housing & Urban Development grant funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-825	Department of Health and Human Services/ Community Initiatives Division/Office of Early Childhood	Submitting an amendment to a grant award from The George Gund Foundation in the amount of \$1,000,000.00 for the Universal Pre-Kindergarten Program of the Invest in Children Program for the period 4/1/2011 -6/30/2013 to extend the time period to 7/31/2014; no additional funds required.  Funding Source: 100% The George Gund Foundation	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-826	Department of Health and Human Services/	Submitting an amendment to a grant award from The What to Expect Foundation for the Cuyahoga County Baby Basics Lead Agency Health Literacy grant program in the amount of \$30,000.00 for the period 6/1/2013 -	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

	Community Initiatives Division/Office of Early Childhood	5/31/2014 to extend the time period to 12/31/2014; no additional funds required.  Funding Source: 100% The What to Expect Foundation	
CPB2013-827	Office of Procurement & Diversity	Presenting voucher payments for the week of 10/21/2013.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2013-828	Department of Development	Presenting voucher payments and housing rehab loans between 10/10/2013 – 10/16/2013.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**V. Other Business**

**VI. Public Comment**

**VII. Adjournment**

**Minutes**

Cuyahoga County Contracts and Purchasing Board Meeting  
October 15, 2013 11:30 A.M.  
County Administration Building, 1219 Ontario Street, 4<sup>th</sup> Floor

**I. Call to Order**

Melinda Burt called the meeting to order at 11:30 a.m.

**Attending:**

County Executive Edward FitzGerald  
Chief of Staff Matt Carroll  
Councilman Dale Miller  
Deputy Chief Engineer Stan Kosilesky (alternate for Public Works Director Bonnie Teeuwen)  
Purchasing Director Lenora Lockett  
Clerk of the Contracts and Purchasing Board Melinda Burt

At the October 15, 2013 regular meeting of the Contracts and Purchasing Board, all actions taken for the following approved items were done with the approval of all members present. All items were considered and adopted by unanimous vote unless otherwise noted.

**II. Review Minutes**

The Minutes from the October 7, 2013 Contracts and Purchasing Board Meeting were unanimously approved.

**III. Public Comment**

There was no public comment.



#### IV. Contracts and Awards

##### A. Tabled Items

There were no tabled items.

##### B. Scheduled Items

CPB2013-776 Department of Development a) Requesting approval of a contract with Partners Environmental Consulting, Inc. for Phase II Environmental Services in the amount of \$2,700.00 at the proposed Commercial/Warehouse Building located at 3204 Sackett Avenue Cleveland, start-completion dates are 10/15/2013 - 04/13/2014. b) Submitting a License for Entry, Consent and Limited Release from Liability agreement in connection with said project site. Funding Source: Brownfield Revolving Loan Funds.

Item CPB2013-776 was unanimously approved.

CPB2013-777 Department of Information Technology Recommending an award on RQ28334 and enter into a contract with Great Northern Consulting Services, Inc. in the amount not-to-exceed \$21,770.28 for maintenance on Oracle Operating System and Sun Microsystems server equipment for various County departments for the period 8/1/2013 - 7/31/2014. Funding Source: 100% General Funds.

Item CPB2013-777 was unanimously approved.

CPB2013-778 Department of Information Technology Recommending an award on RQ28283 and enter into a contract with Insight Public Sector, Inc. in the amount not-to-exceed \$6,658.95 for maintenance of Blackberry Enterprise software for the period 8/21/2013 - 8/19/2014. Funding Source: 100% General Funds.

Item CPB2013-778 was unanimously approved.

CPB2013-779 Department of Information Technology Recommending an award on RQ28498 and enter into a state contract with TEC Communications, Inc. in the amount not-to-exceed \$4,200.00 for modification of the Central Intake Call Center Queue for use by Division of Senior and Adult Services for the period 9/30/2013 - 12/31/2013. Funding Source: 100% General Funds.

Item CPB2013-779 was unanimously approved.

CPB2013-780 Department of Workforce Development Submitting contracts with various providers for the On-the-Job Training Program:

- a) American Center for Conflict Resolution Institute, Inc. dba Lakewood College in the amount not-to-exceed \$2,000.00 for the period 8/5/2013 - 1/4/2014.
- b) Netshape Technologies, Inc. in the amount not-to-exceed \$4,347.00 for the period 7/11/2013 - 11/13/2013.
- c) PPG Industries, Inc. in the amount not-to-exceed \$9,000.00 for the period 7/22/2013 - 12/14/2013.

Funding Source: 100% by Federal Workforce Investment Act Funds

Part b) Netshape Technologies was held by the Clerk due to noncompliance with ethics registration requirement.

Item CPB2013-780, parts a) American Center for Conflict Resolution Institute, Inc. and c) PPG Industries, Inc. only, was unanimously approved.

CPB2013-781 Office of Procurement & Diversity recommending an award: Common Pleas Court a) on RQ25422 to Adagio One, Inc. (4-2) in the amount of \$24,990.00 for the purchase/delivery and installation of 14-Solid Oak Wood Benches and Custom Veneered Oak Wall Panels. Funding Source: 100% General Funds.

Item CPB2013-781 was unanimously approved.

CPB2013-782 Medical Examiner submitting various revenue generating agreements for crime lab testing services:

a) City of Brook Park in the amount \$7,000.00 for crime lab testing services for the period 8/5/2013 - 12/31/2014.

b) Village of Bratenahl in the amount of \$8,500.00 for crime lab testing services for the period 5/21/2013 - 12/31/2014.

Funding Source: Revenue Generating

Item CPB2013-782 was unanimously approved.

CPB2013-783 Common Pleas Court/ Corrections Planning Board recommending an award on RQ28168 and enter into a contract with Watson, Rice & Company Incorporated, in the amount of \$7,200.00 for consultant services for analysis of Actual Uniform Cost Reports for the period 10/15/2013 - 10/14/2015. Funding Source: Treatment Alternatives to Street Crime Medicaid Funds.

Corrections Planning Board presenters noted that the total amount of the contract over the two-year period is \$14,600 -- \$7,200 during the first year, and \$7,400 during the second year.

Item CPB2013-783 was amended to reflect the entire amount of contract for the two-year period - \$14,600 – and was unanimously approved.

CPB2013-784 Department of Public Safety and Justice Services recommending an award on RQ28784 and enter into a contract with SAS Institute Inc. in the amount not-to-exceed \$22,601.00 for software license and maintenance on a suspicious activity reporting system for the period 7/1/2013 - 6/30/2014. Funding Source: 100% Department of Homeland Security through the Ohio Emergency Management Agency grant funds

Item CPB2013-784 was unanimously approved, contingent on completion of SAS Institute's ethics registration.

CPB2013-785 Department of Public Safety and Justice Services/Public Safety Grants Submitting agreements with various political subdivisions, for reimbursement of eligible expenses in connection

with the FY2011 State Homeland Security-Law Enforcement Grant Program for the period 3/1/2013 - 12/31/2013:

- a) Geauga County Board of Commissioners, in the amount not-to-exceed \$3,000.00.
- b) City of Shaker Heights in the amount not-to-exceed \$3,000.00.

Funding Source: Department of Homeland Security funding through the Ohio Emergency Management Agency.

Item CPB2013-785 was unanimously approved.

CPB2013-786 Department of Public Safety and Justice Services/Public Safety Grants Submitting an agreement with City of Rocky River in the amount not-to-exceed \$28,500.00, for reimbursement of eligible expenses in connection with the FY2012 State Homeland Security-Law Enforcement Grant Program for the period 9/1/2012 - 4/30/2014. Funding Source: Department of Homeland Security funding through the Ohio Emergency Management Agency.

Item CPB2013-786 was unanimously approved.

CPB2013-787 Department of Health and Human Services/Cuyahoga Job and Family Services Recommending an award on RQ28614 and enter into a contract with Harris, Mackessy & Brennan, Inc. in the amount not-to-exceed \$2,601.22 for maintenance and support of HMB RightFax software for the period 9/1/2013 - 8/31/2014. Funding Source: 100% Federal Public Assistance Funds.

Item CPB2013-787 was unanimously approved.

CPB2013-788 Department of Health and Human Services/ Cuyahoga Job and Family Services Recommending an award on RQ28616 and enter into a sole source contract with The Rushmore Group, LLC in the amount not-to-exceed \$13,500.00 for licensing and support on the Case Review System for the period 8/8/2013 - 8/7/2014. Funding Source: 100% Federal Public Assistance Funds.

Item CPB2013-788 was unanimously approved.

CPB2013-789 Department of Health and Human Services/ Cuyahoga Job and Family Services Submitting an amendment to Contract No. CE1000704-01 with US Together, Inc. for language interpreter and translation services for various County departments for the period 9/1/2010 - 8/31/2013 and for additional funds in the amount of \$5,117.95. Funding Source: 100% Federal Public Assistance Funds.

Item CPB2013-789 was unanimously approved.

### C. Exemptions

CPB2013-790 Department of Information Technology Submitting an RFP exemption on RQ28598, which will result in an award recommendation to Sterling Data Center LLC DBA BlueBridge Networks in the amount not-to-exceed \$473,000.00 for lease of space located at 1255 Euclid Avenue, Cleveland to house and maintain County owned fiber and 5 server racks for the period 9/15/2013 - 9/14/2018.

Funding Source: 100% General Funds.

Item CPB2013-790 was unanimously approved.

CPB2013-791 Department of Information Technology Submitting an RFP exemption on RQ28850, which will result in an award recommendation to Paragrid in the amount not-to-exceed \$6,000.00 for maintenance of existing Regional Enterprise Data Sharing System's HP P4000 cluster environment for the period 10/1/2013 - 12/1/2013. Funding Source: 100% General Funds.

Item CPB2013-791 was unanimously approved.

CPB2013-792 Fiscal Office Submitting an RFP exemption on RQ28703, which will result in an award recommendation to R.R. Donnelley & Sons Company in the amount of \$58,234.00 for printing services and mailing of 2014 Dog License applications. Funding Source: Assessment Funds.

Item CPB2013-792 was unanimously approved.

CPB2013-793 Department of Health and Human Services/Office of Re-entry Submitting an RFP exemption, which will result in amendments to contracts with various providers for comprehensive case management, direct and referral services for the FY2012 Second Chance Act Adult Offender Reentry Program for the period 10/1/2012 - 9/30/2013 to extend the time period to 9/30/2014:

- a) Contract No. CE1300229-01 with Case Western Reserve University - Begun Center for Violence Prevention Research, and for additional funds in the amount of \$75,000.00.
- b) Contract No. CE1300230-01 with Center for Families and Children; no additional funds required.
- c) Contract No. CE1300231-01 with Community Assessment and Treatment Services, Inc. and for additional funds in the amount of \$312,398.00.
- d) Contract No. CE1300232-01 with Community Reentry, Inc. and for additional funds in the amount of \$292,195.00.

Funding Source: 100% Second Chance Act Grant funding

Item CPB2013-793 was unanimously approved.

CPB2013-794 Department of Health and Human Services/ Division of Children and Family Services Submitting an RFP exemption, which will result in an amendment to Contract No. CE1200501-01 with The Mokita Center Inc. for Sex Offender assessment services for the period 9/1/2012 - 8/31/2013 to extend the time period to 9/30/2014; no additional funds required. Funding Source: Health and Human Services Levy Funds.

Item CPB2013-794 was unanimously approved.

#### D. Consent Agenda

CPB2013-795 Common Pleas Court/ Corrections Planning Board Submitting a grant agreement with Ohio Department of Rehabilitation and Correction in the amount of \$1,199,200.00 for the FY2014 Community Corrections Act Probation Improvement and Incentive Grant Program for the period 10/15/2013 - 6/30/2015. Funding Source: Ohio Department of Rehabilitation and Correction Subsidy Grant Agreement for Probation Improvement and Incentive Funds.

Item CPB2013-795 was unanimously approved.

CPB2013-796 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood Submitting an amendment to Contract No. CE1200595-01 with Educational Service Center of Cuyahoga County for the Positively Moms Initiative for the period 8/1/2012 - 7/31/2013 to extend the time period to 12/31/2013, to change the terms, effective 8/1/2013; no additional funds required. Funding Source: Original contract: 100% by grant dollars from the William J. and Dorothy K. O'Neill Foundation.

Item CPB2013-796 was unanimously approved.

CPB2013-797 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood Submitting a grant agreement with United Way of Greater Cleveland in the amount of \$300,000.00 for the Supporting Partnerships to Assure Ready Kids Program for the Invest in Children Program for the period 9/1/2013 - 8/31/2014. Funding Source: 100% by United Way grant funds.

Item CPB2013-797 was unanimously approved.

CPB2013-798 Office of Procurement & Diversity presenting voucher payments for the week of 10/15/2013.

Item CPB2013-798 was unanimously approved.

CPB2013-799 Department of Development presenting voucher payments and housing rehab loans between 10/3/2013 – 10/9/2013.

Item CPB2013-799 was unanimously approved.

#### V. Other Business

CPB2013-800 Department of Health and Human Services/Division of Children and Family Services, recommending a payment to Bellefaire Jewish Children's Bureau for transportation services for one youth client in the amount of \$2,859.95.

Item CPB2013-800 was unanimously approved.

VI. Public Comment

There was no public comment.

VII. Adjournment

The Board unanimously approved a motion to adjourn at 11:54 a.m.

**A. Tabled Items**

**CPB2013 –780**

A. Scope of Work Summary

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of a contract for On-the-Job Training Program with Netshape Technologies, Inc. for the anticipated cost of not more than \$4,347.00. The anticipated start-completion dates are 7/11/13 to 11/13/13.

2. The primary goals of the project are to hire and train ten trainees under an On-the-Job Training Program. The employer will be reimbursed 50% of the wages paid for the contract period.

3. The project is mandated by the ORC statute 307.86(E): Specifically allowable program to assist employers in Workforce Investment Act.

B. Procurement

1. The OJT program is specifically authorized under the Federal Workforce Investment Act and is exempt from competitive bidding requirements. The Department of Workforce Development follows the guidelines established in the OJT policy which was approved by the Workforce Investment Board. The OJT policy is attached.

C. Contractor and Project Summary

1. Netscape Technologies, Inc., 31005 Solon Road, Solon, OH 44139. Council District #6.
2. The Principal Owner is Matthew Bulger, CEO.

Netscape Technologies is an energy efficient LED lighting product, turnkey energy efficient lighting solutions and a developer of energy efficient lighting technology, a part of Energy Focus, Inc.

D. Project Status and Planning

1. This is a new contract. There are no previous contracts with this company.
2. The OJT Program has already begun. The reason for the delay in this request is the contract negotiations with the employer and the fact that the department has to be responsive to the employer's hiring needs.

E. Funding

1. The project is funded 100% by Federal Workforce Investment (WIA) Funds.
2. The schedule of payments is by invoice received from the employer on a monthly basis.

## **B. Scheduled Items**

### **CPB2013 –801**

#### A. Scope of Work Summary:

1. Department of Development requesting approval of a contract with 6779 Memphis LLC, for the anticipated cost of 9,767.31.

The anticipated start-completion dates are 10/1/2013 - 9/30/2014

The primary goal of the project is to complete exterior repairs and improvements to the property located at 6779 Memphis Avenue in Brooklyn, Ohio.

#### B. Procurement:

1. The procurement method for this project was through Board of Control Exemption. The current amount allocated to the Storefront Rebate Program is \$400,000.00

#### C. Contractor And Project Information:

1. The address of the project is:  
6779 Memphis Avenue  
Brooklyn, Ohio 44144  
Council District 3

2. The Property Owner is:

6779 Memphis LLC  
6779 Memphis Avenue  
Brooklyn, Ohio 44144

#### D. Project Status And Planning

1. The project is a part of a recurring County program - Storefront Renovation Rebate program, in which property owners receive a rebate for approved facade improvements.

#### E. Funding

1. The project is funded 100% federal Community Development Block Grant.
2. Scheduled payment (rebate) for the project is on a reimbursement basis upon submission of an invoice and backup documentation, after the completion of the project.

#### A. Scope of Work Summary:

1. Department of Development requesting approval of a contract with Great Lakes Bicycles Limited, for the anticipated cost of \$ 1,398.49.

The anticipated start-completion dates are 10/1/2013 - 9/30/2014.

The primary goal of the project is to complete exterior repairs and improvements to the property located at 665 Broadway Avenue in Bedford, Ohio.

#### B. Procurement:

1. The procurement method for this project was through Board of Control Exemption.

The current amount allocated to the Storefront Renovation Rebate program is \$400,000.00

C. Contractor And Project Information

1. The address of the project is:

665 Broadway Avenue  
Bedford, Ohio 44146  
Council District 9

2. The Property Owner Is:

Great Lakes Bicycles Limited  
665 Broadway Avenue  
Bedford, Ohio 44146  
Council District 9

D. Project Status And Planning

1. The project is part of a recurring County program- Storefront Renovation Rebate Program in which owners receive a rebate for approved facade improvements.

E. Funding

1. The project is funded 100% Federal Community Development Block Grant.

2. Scheduled payment (rebate) for the project is on a reimbursement basis upon submission of an invoice and back-up documentation, after the completion of the project.

**CPB2013 –802**

*Novus Title: Department of Development/ 2013/ HzW Environmental Consultants, LLC/ Brownfield Assessment ESA/ McKinley School Redevelopment /1381 West Clifton Avenue, Lakewood, Ohio, 44107*

A. Scope of Work Summary:

1. Department of Development is requesting :

- I. Executive's signature on a zero amount agreement titled "Grant of Right of Entry, Consent and Release from Liability" for the below named project site.
- II. Executive approval by signature of a contract with Partners Environmental Consulting Inc. for Phase II Environmental Services in the amount of \$4,726.00 at the proposed McKinley School Redevelopment Site located at 1381 West Clifton Avenue, Lakewood, Ohio, 44107. The start-completion dates are 10/21/2013-04/19/2014.

2. The primary goals of this project are:

- a. To Conduct an Update to the Asbestos Survey Assessment.
- b. To assist the city of Lakewood in their redevelopment project to solicit a RFP for reuse of this former school building.

B. Procurement:



RFQ20596 (August 26, 2011). There were eleven proposals submitted to the County. HzW Environmental Consultants, LLC was one of the five highest scoring firms approved at the Contracts and Purchasing Board on November 14, 2011.

C. Contractor and Project Information:

1a. The address the vendor is:

HzW Environmental Consultants, LLC

6105 Heisley Road Mentor, Ohio 44060 (Lake County)

1b. This consultant has an office in Euclid Ohio County Council District #11

2. HzW is a WBE owned company in the State of Ohio the complete owner list is attached. 3a .The project is located at:

1381 West Clifton Avenue

Lakewood, Ohio 44107

3b. This Project site is in Council District # 2.

D. Project Status and Planning:

1. The project is for an Update to the Asbestos Survey Assessment.

2. This project will commence upon approval on October 21, 2013.

The time period will be for 180 days (10/21/13 to 04/19/14).

3. This project proposal estimates utilizing 94.7% (\$4,476.00) of the contract for WBE as noted in attachment 3 to consultants 9/24/13 proposal and made part of this ESA.

4. The scope of services are attached and made part of the contract.

E. Funding:

1. The project is funded by Brownfield Revolving Loan Funds.

2. The schedule of payments is typically monthly invoice submissions from consultant.

3. This project is to allow for Updating Asbestos Abatement Assessment Activities.

**CPB2013 –803**

*The Department of Information Technology submitting a contract with Government Marketing & Procurement, LLC, in the amount not-to-exceed \$96,120.00, for Sonian Archiving Services, for the period 7/6/13 - 7/5/14.*

A. Sonian Archiving Services for Groupwise.

B. Procurement - GSA Vendor - Justification Approval CPB2013-530

C. Contractor:

Government Marketing & Procurement, LLC

1818 Library Street - Suite 500

Reston VA 20190

Joe Austin, CEO

D. NA

E. Funding: 100% General Fund

**CPB2013 –804**

*Title: OPD 2013 Recommendation of Award Hewlett-Packard Company Computers and Monitors DoIT RQ28796*

A. Scope of Work Summary

1. The Office of Procurement & Diversity is requesting approval of an Award Recommendation to Hewlett-Packard Company for the amount of \$58,072.88 for HP workstations and monitors for the Department of Information Technology.
2. The primary goal of the project is to satisfy the purchase of replacement or new computer equipment for staff as Cuyahoga County continues to move to an HP-brand environment. The equipment is for various staff at the Sheriff's Office.

B. Procurement

1. The procurement method for this purchase was off of the current Memorandum of Understanding with Hewlett-Packard, approved under CPB2013-699, 9/16/2013. The MOU expires 4/30/2014.
2. N/A
3. N/A

C. Contractor and Project Information

1. The address of the vendor is:

Hewlett-Packard Company  
3000 Hanover Street  
Palo Alto, California 94043

There is no County Council representation as the vendor is out-of-state.

2. The President and CEO is Meg Whitman. The company is publicly-held.
- 3a. The equipment will be housed at the Justice Center in various Sheriff's Office departments.
- 3b. County Council District 7.

D. Project Status and Planning

1. The purchase is an extension of a DoIT project to move County agencies to an HP computer environment where possible, for replacement computers and accessories.
2. The project phases are determined upon CSRs and TAC approvals processed. Future purchases are expected to be processed through a Memorandum of Understanding with the vendor and Cuyahoga County.

E. Funding

1. The project is funded by General Funds, IT Capital Reserve
2. Payment will be per invoice, based on delivery of equipment.

**CPB2013 –805**

*Title: Workforce Development/2013/Customized Training contract/S & P Data Ohio, LLC*

A. Scope of Work Summary

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of a Customized Training contract with S & P Data Ohio, LLC for the anticipated cost of not more than

\$50,000. The start completion dates are 9/1/2013 - 6/30/2014.

2. The primary goals of the project are to provide training to approximately 50 Ohio Workforce Incentive Program (OWIP) participants. The training program will accomplish the following: improve the skills of employer's workforce; introduction of new technologies; and help the workers understand new production and new service procedures. All individuals hired are registered OWIP participants.
3. The project is a state initiated program to assist employers in hiring TANF recipients.

#### B. Procurement

1. The Customized Training program is specifically authorized under the federal workforce Investment Act and is exempt from competitive bidding requirements. The Department of Workforce Development follows the guidelines established in the Customized training policy which was approved by the Workforce Investment Board. An application is reviewed and evaluated by a team of workforce employees.

#### C. Contractor and Project Information

1. S & P Data Ohio, LLC; 1500 West Third Avenue, Suite 130, Cleveland, OH 44113  
Council District #7
2. The Principal Owner is Dan Bemis, President

#### D. Project Status and Planning

1. This is a new contract; however the employer has prior history of contracts with the department and the evaluation is satisfactory.
2. The Customized Training will start 9/1/2013. The reason for the delay in this request is the contract negotiations with the employer.

#### E. Funding

1. The project is funded by TANF funds
2. The schedule of payments is performance based and made when by invoices are received from the employer on achieving a payment point.

### **CPB2013 –806**

*Title: Public Safety & Justice Services, Cuyahoga Emergency Communications System (CECOMS) (2013)*

#### A. Scope of Work Summary

1. Public Safety & Justice Services, Cuyahoga Emergency Communications System (CECOMS) requesting approval of a Contract – Equipment Upgrade Purchase & Maintenance Services (2 years) with Tyco Integrated Security, LLC for the anticipated cost not-to-exceed \$7,219.18. The anticipated start-completion dates are November 1, 2013 – October 31, 2015.
2. The primary goals of the project are (list 2 to 3 goals).
  - 1) Upgrade from current Digital Video Recorder (DVR) to a New Matrix 4TB DVR; programming for remote viewing for authorized individuals on or off site; training on DVR operation; installations.
  - 2) Quality Service Maintenance Plan for coverage of equipment as installed.

#### B. Procurement

The proposed contract received an RFP exemption on 03/28/2013.

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Tyco Integrated Security, LLC  
9100 Market Place  
Broadview Hts., OH 44147

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

CECOMS  
1255 Euclid Avenue, Suite 102  
Cleveland, OH 44114

#### D. Project Status and Planning

1. The project is an extension of the existing project-security/surveillance system currently installed at the CECOMS.

3. The project is on a critical action path because currently CECOMS video security system does not have a service agreement. An assessment determined a need for a DVR upgrade along with a service agreement to cover new and existing equipment. The existing equipment was purchased from ADT now Tyco Integrated Security in 2008 and additional equipment in 2010.

#### E. Funding

1. The project is funded 100% by the General Fund.
2. The schedule of payments is (by invoice.)

#### C. Exemption Requests

*[See detail in items CPB2013-807 through CPB2013- 820 in section C, above.]*

#### D. Consent Agenda

##### **CPB2013-821**

The Department of Public Works is submitting an amendment to Contract No. CE1200699 with R.W. Armstrong & Associates, Inc. for an assignment of interest to CHA Consulting, Inc. for General Engineering Services for the County Airport contract for the period 01/22/13 to 01/21/18.

##### **CPB2013-822**

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property in accordance with EA02012-0001.

Sale of property to:

RET3 Job Corp.  
1814 E. 40th Street  
Cleveland, Ohio 44103  
Ken Kovatch – Director

##### **CPB2013 –823**

*Title: Department of Law - 2013 Risk Management- Yolanda Stewart Bodily Injury Settlement Agreement*

A. Scope of Work Summary

Department of Law requesting approval of a Settlement Agreement with Yolanda Stewart and her attorney for the anticipated cost of \$9,000.

The primary goal is full and final settlement of a bodily injury claim.

B. Procurement

1. Not applicable.
2. Not applicable.
3. Not applicable.
3. [Option 2] Not applicable.
3. [Option 3] Not applicable.

C. Contractor and Project Information

1. The address of all claimants is:

5327 Northfield Road, Apt 207

Bedford Heights, Ohio 44146

2. Not applicable.
3. a Not applicable.
3. b Not applicable.

D. Project Status and Planning

1. Not a project – one time claim settlement.
2. Not applicable.
3. Not applicable
4. Not applicable.
5. Not applicable

E. Funding

1. The claim is funded 100% by the Self Insurance Fund.
2. The schedule of payments is one time only for Property Damage.
3. Not applicable.

**CPB2013-824**

A. Scope of Work Summary

1. Office of Homeless Services requesting approval of a renewal grant agreement with the Department of Housing & Urban Development, in the amount of \$537,741.00 for the PASS Transitional Housing for homeless men program; grant term one year, 10/01/2013 - 9/30/2014.

2. The primary goals of the Supportive Housing Program are to a) shorten the length of time that individuals and families are homeless; b) promote housing stability; and c) link individuals and families with resources in the community.

B. Procurement

1-3. N/A

#### C. Contractor and Project Information

1-3. N/A

#### D. Project Status & Planning

1. -3. N/A

4. The Grant Agreement term has already begun. Cuyahoga County received the grant agreement on 9/23/2013.

5. The Grant Agreement requires a signature in ink. HUD has requested a 15 day turn around for the agreement signing.

#### E. Funding

1. The Grant Agreement is funded 100% by the U.S. Department of Housing & Urban Development.

### **CPB2013-825**

*Title: Office of Early Childhood/Invest In Children 2013 The George Gund Foundation, Grant Agreement Amendment #1, Universal Pre-Kindergarten Program*

#### A. Scope of Work Summary

1. The Administrator's Office/Office of Early Childhood is requesting authority to extend the time period of a Grant Award from The George Gund Foundation for the Universal Pre-Kindergarten (UPK) program to July 31, 2014.

2. The primary goals of the project are to support the UPK program, specifically to pay for scholarships for parents with incomes up to 400% of the Federal Poverty Level (FPL). The Administrator's Office/Office of Early Childhood is requesting authority to extend the time period of a Grant Award from The George Gund Foundation for the Universal Pre-Kindergarten (UPK) program to July 31, 2014.

The original grant period of the award was April 1, 2011 to June 30, 2013; the amount of the award was \$1,000,000. Authority to accept this grant was received March 7, 2011, EA2011-0240 (attached). This grant was awarded to support our UPK program, specifically to pay for scholarships for parents. Per the original award, the dollars were to be disbursed in three equal installments for 2011, 2012, and 2013. In collaboration with the Foundation, the decision was made to use these dollars over three UPK program years. However, the UPK program operates on a school year basis and not a calendar year basis. Thus, the first third of the grant was used for the 2011-12 school year; the second third was used for the 2012-13 year. Now the final third is needed for the 2013-14 school year, however, per the agreement the grant ends on June 30, 2013. So this request is to extend the grant period to July 31, 2014.

#### B. Procurement

1. The procurement method for this project was grant agreement. The total value of the grant agreement is \$1,000,000.

2. The grant agreement was originally approved on March 7, 2011. (EA2011-0240)

#### C. Contractor and Project Information

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

The George Gund Foundation

1845 Guildhall Bldg.

45 Prospect Ave., West

Cleveland, OH 44115

Council District 7

2. The principal contact for the grant agreement is:

Marcia Egbert, Senior Program Officer for Human Services

The George Gund Foundation

1845 Guildhall Bldg.

45 Prospect Ave., West

Cleveland, OH 44115

(216) 241 - 3114

#### D. Project Status and Planning

1. The UPK program began in the 2007-08 school year. Parent scholarships, supported by this grant from The George Gund Foundation, are for the 2011-12, 2012-13 and 2013-14 school years.

#### E. Funding

1. The project is funded by The George Gund Foundation, \$1,000,000 – 100%

2. The schedule of payments is:

3/10/11        \$334,000

1/30/12        \$333,000

1/30/13        \$333,000

3. The project is an amendment to a grant award. This amendment changes the term and is the first amendment of the grant award.

#### **CPB2013-826**

*Novus Title: Office of Early Childhood/Invest in Children 2013 What to Expect Foundation Request for Grant Term Extension for Baby Basics Program.*

#### A. Scope of Work Summary:

1. The Community Initiatives - Office of Early Childhood is requesting authority to extend the grant period of a grant award from "The What to Expect Foundation" for the Baby Basics program. The anticipated start/completion dates are June 1, 2013 through December 31, 2014. The original grant period was June 1, 2013 to May 31, 2014. Authority to accept the grant was received on May 20, 2013 (CPB2013-391). We are now requesting authority to extend the grant period from June 1, 2013 to December 31, 2014. The reason for the extension is to allow enough time for a consultant to be identified and confirmed, and provide that consultant enough time (1 year) to implement the purposes of the grant.

2. The Primary Goals of the Project are:

- Baby basics Initiatives helps communities get "on the same page," using the tools, training and framework to help systems work together for the greatest impact to address the health, economic, social and linguistic needs of vulnerable pregnant women through community collaboration.

- Baby Basics improves patient provider communication and empowers women to understand and act upon oral and written health information, while improving the quality of community based prenatal

services.

**B. Procurement:**

1. The procurement method for this project was a grant agreement. The total value of the grant agreement is \$30,000.
2. The grant agreement was originally approved on May 20, 2013 (CPB2013-391)  
An RFP (DC2013-182) for a consultant was recently released, to which there were no responsive submissions.

**C. Contractor and Project Information:**

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

The What to Expect Foundation  
211 W. 80<sup>th</sup> Street – Lower Level  
New York, NY 10024

2. The principal contact for the grant agreement is:

Jeanne McMahan  
The What to Expect Foundation  
211 W. 80<sup>th</sup> Street – Lower Level  
New York, NY 10024

212-712-9764

Council District: The benefits of the program will extend to all County Council districts

**D. Project Status and Planning**

This project has been active in the Cleveland area for several years with tangential county involvement. The purpose of this grant is to conduct a planning year for county-wide expansion of the Baby Basics program.

**E. Funding**

1. The project is funded by The What to Expect Foundation \$30,000 – 100%
2. The schedule of payments is by Grant Award
3. The project is an amendment to a grant award. This amendment changes the term and is the first amendment of the grant award.

**CPB2013-827**

<b>Department/ Location Key:</b>					
AU: Fiscal Officer	CE: Public Works (Engineer)	CT: Public Works	JA: Cuyahoga County Public Safety and Justice Services	SH: Sheriff	TR: Treasurer



BE: Board of Elections	CF: Children & Family Svs.	DV: Development	JC: Juvenile Court	SA: Senior & Adult Svs.	WI: Workforce Development
CA: Court of Appeals	CL: Clerk of Courts	EC: Early Childhood	LLOO: Law library	SE: Support Enforcement Agency	WT: Employment & Family Svs.
CC-010: County Administration	CO: Common Pleas	HS: Health & Human Svs.	MI: HIV/AIDS Services	SM: Solid Waste District	
CC-002: Human Resources	CR: Medical Examiner	IS: Information Systems	OPD: Procurement and Diversity	ST: Public Works (Sanitary)	

***Direct Open Market Purchases (Purchases between \$500 - \$25,000 unless requiring assistance from Procurement & Diversity Dept - see below)***

Requisition #	Requisition Date	Description	Dept/Loc	Total
CE-13-29087	10/10/2013	Concrete	CE / CE01	\$778.20
CE-13-29038	10/9/2013	Hammer Repair	CE / CE01	\$525.40
CR-13-28996	10/7/2013	Column/Liners - Toxicology	CR / CR00	\$1,484.85
CR-13-28984	10/4/2013	Lab Supplies, General	CR / CR00	\$868.73
CT-13-29117	10/16/2013	PROJ 40076 ELECTRIC CABLE	CT / CT01	\$980.00
CT-13-29100	10/11/2013	WHITLATCH- PNEUMATIC CONTROL	CT / CT01	\$575.10
CT-13-29099	10/11/2013	REMOVAL, TRANSPORT AND PROPER DISPOSAL OF OILY WASTE	CT / CT01	\$556.00
CT-13-29093	10/11/2013	JAIL II- HIGH SECURITY LOCKS	CT / CT01	\$615.00
CT-13-29065	10/10/2013	JJC YORK CHILLER #2 DATA AIRE LEAK REPAIR	CT / CT01	\$1,290.00
CT-13-29050	10/9/2013	VEB- RADIATORS R SERIES	CT / CT01	\$770.00

CT-13-29037	10/9/2013	VARIOUS LOCATIONS ENVELOPES FOR ONE YEAR	CT / CT01	\$24,000.00
CT-13-29003	10/7/2013	BOE Precinct Signs	CT / CT01	\$993.85
CT-13-28995	10/7/2013	PUBLIC DEFENDER RELOCATION PROJ CODE: 40039	CT / CT01	\$1,250.00
CT-13-28977	10/3/2013	JJC - Judges' Garage Door	CT / CT01	\$8,760.00
CT-13-28963	10/3/2013	WESTSHORE AIR QUALITY	CT / CT01	\$3,420.00
CT-13-29107	10/15/2013	Sheriff - Vehicle Body Work	CT / CT04	\$1,899.00
CT-13-29032	10/8/2013	Advt Van Bids	CT / CT04	\$900.00
DV-13-29103	10/11/13	Lead Remediation: C.B. Mullins, 270, 271, 453, 272 Vacant 1672 Lockwood Ave Units 3 - 6	DV / DV01	\$19,720.00
DV-13-29101	10/11/13	Lead Remediation: C.B. Mullins, 268, 269 Vacant 1672 Lockwood Ave Units 1 and 2	DV / DV01	\$19,940.00
IS-13-28988	10/4/2013	OnBase Document Import Processor (DIP) License	IS	\$4,800.00
IS-13-29022	10/7/2013	HP LTO Ultrium 5 Data Cartridges	IS	\$3,197.60
IS-13-29023	10/7/2013	HP DL360e Servers	IS	\$6,975.08
IS-13-29074	10/10/2013	vSphere Enterprise	IS	\$14,838.79
IS-13-29086	10/10/2013	Microsoft Windows Server	IS	\$5,369.50
SA-13-28806	9/23/2013	Medical Books	SA	\$568.16
SA-13-28876	9/30/2013	Gloves	SA	\$1,287.20
SH-13-29042	10/9/2013	Biometric Information Management Maintenance - CCW	SH	\$880.00

SH-13-29043	10/9/2013	National Webcheck Maintenance - CCW	SH	\$780.00
WI-13-28685	9/6/13	BBBS - CTD Outreach - Youth Foster Care	WI / WI01	\$11,267.00
WT-13-29123	10/17/13	M Houston ADA	WT / WT01	\$644.96
WT-13-29028	10/8/13	Celines Rios ADA	WT / WT01	\$858.49

***Already purchased:***

ST-13-29039	10/9/2013	Sewer Casting > \$500.00 -	ST / ST01	\$694.96
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***Open Market Purchases (Over \$25,000 or requiring assistance from the Office of Procurement & Diversity)***

<b>Purchase Order #</b>	<b>Purchase Order Date</b>	<b>Description</b>	<b>Dept/Loc</b>	<b>Total</b>
<i>None this week.</i>				

CPB2013-828

<b>DEPARTMENT OF DEVELOPMENT</b>				
<b>DEVELOPMENT REHAB LOANS FOR THE PERIOD 10/10/13 to 10/16/13</b>				
<b>VOUCHER NO.</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>FUNDING SOURCE</b>	<b>AUTHORIZATION</b>
	Wanda Fruits	\$8,350.00	Community Development	CDBG Rehab Loan: Index Code DV714170
<b>TOTAL</b>		<b>\$8,350.00</b>		