

Cuyahoga County Contracts and Purchasing Board  
November 18, 2013 11:30 A.M.  
Lakeside Place - Council Offices - Board Room  
323 W. Lakeside Avenue, 4<sup>th</sup> Floor

#### I. Call to Order

The meeting was called to order at 11:35 a.m.

Attending:

Executive Edward FitzGerald

Chief of Staff Matt Carroll

Director of Procurement and Diversity Lenora Lockett

Councilman Dale Miller

Interim Fiscal Officer Mark Parks

Public Works Director Bonnie Teeuwen

#### II. Review Minutes

There were no corrections to the minutes from the November 12, 2013 Contracts and Purchasing Board meeting. The minutes were unanimously approved. Bonnie Teeuwen abstained.

#### III. Public Comment

There was no public comment.

#### IV. Contracts and Awards

##### A. Tabled Items

There were no tabled items.

##### B. Scheduled Items

CPB2013-891 Department of Development requesting approval of a contract with 14025 Cedar Road L.L.C., for the anticipated cost of \$20,000.00 for exterior repairs and improvements to property located at 14025 Cedar Road, South Euclid. The anticipated Start-Completion dates are 11/1/2013-10/31/2014. Funding Source: 100% Federal Community Development Block Grant Funds.

Michael Towarnicky of the Department of Development presented. Item CPB2013-891 was unanimously approved.

CPB2013-892 Department of Information Technology recommending an award on RQ28850 and enter into a contract with Paragrid, Inc. 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.

Jeff Mowry, Chief Information Officer, presented. Item CPB2013-892 was unanimously approved.

CPB2013-893 Department of Information Technology recommending an award on RQ28285 and enter into a contract with SHI International Corp. in the amount not-to-exceed \$4,500.00 for subscription services for LogMein support for Bold Chat Premier software for the period 11/1/2013 - 10/31/2014. Funding Source: 100% General Funds.

Jeff Mowry, Chief Information Officer, presented. Item CPB2013-893 was unanimously approved.

CPB2013-894 Office of Procurement & Diversity recommending an award: Department of Information Technology a) RQ28896 with TEC Communications, Inc. in the amount of \$35,209.46 for 2 Nexus 5548 10GB Switches and Smartnet Licenses. (State Contract No. 533110)). Funding Source: Special Revenue Funds - Special Project #2.

Jeff Mowry, Chief Information Officer, and Lenora Lockett of Procurement and Diversity, presented on behalf of the Courts. Item CPB2013-894 was unanimously approved.

CPB2013-895 Department of Public Safety and Justice Services/ Public Safety Grants recommending an award on RQ27571 and enter into a contract with Geofeedia, Inc. in the amount not-to-exceed \$10,800.00 for social media search and monitoring services in connection with the FY2011 State Homeland Security-Law Enforcement Grant Program for the period 8/1/2013 - 4/1/2014. Funding Source: 100% FY2011 State Homeland Security Grant-Law Enforcement grant funds.

Felicia Harrison of Public Safety presented. Item CPB2013-895 was unanimously approved.

CPB2013-896 Department of Health and Human Services/ Division of Children and Family Services recommending an award on RQ29319 and enter into a contract with The Centers for Families and Children in the amount not-to-exceed \$900.00 for rental of space and related services for the Dr. Zenah Supportive Services Roll-out event at the Mandel Community Room located at 4500 Euclid Avenue, Cleveland, for the period 11/19/2013 - 11/20/2013. Funding Source: 32% Federal and 68% Health and Human Services Levy funds.

Ricker Werner, Director of Health and Human Services, presented. Item CPB2013-896 was unanimously approved.

### C. Exemption Requests

CPB2013-897 County Prosecutor Submitting a sole source exemption on RQ28810, which will result in an award recommendation to Puritas Springs Software in the amount of \$2,547.80 for the purchase of 28 licenses for Revised Ohio Child Support Guideline software.  
Funding Source: 100% General Funds

Jeff Mowry, Chief Information Officer, presented on behalf of the County Prosecutor's Office. Item CPB2013-897 was unanimously approved.

CPB2013-898 Department of Health and Human Services Submitting an RFP exemption, which will result in amendments to contracts with various providers for Universal Pre-Kindergarten Program services for the Invest in Children Program for the period 8/1/2012 - 7/31/2013 to extend the time period 7/31/2014:

a) Contract No. CE1200516-01 with Guidestone- Family Child Care Center Berea for additional funds in the amount of \$300,407.73.

b) Contract No. CE1200517-01 with Guidestone- Family Child Care Center Brookpark for additional funds in the amount of \$99,807.09

c) Contract No. CE1200518-01 with Guidestone- Family Child Care Center Lakewood for additional funds in the amount of \$124,395.65

d) Contract No. CE1200519-01 with Guidestone- Family Child Care Center Maple Hts. for additional funds in the amount of \$185,793.28.

e) Contract No. CE1200520-01 with Guidestone- Family Child Care Center Middleburg Hts. for additional funds in the amount of \$12,019.04

Funding Source: Health and Human Services Levy Funds

Rick Werner, Director of Health and Human Services, presented. Item CPB2013-898 was unanimously approved.

CPB2013-899 Department of Public Safety and Justice Services/Office of Emergency Management/Cuyahoga Emergency Communications System Section Submitting an RFP exemption on RQ29157, which will result in an award recommendation to Association of Public Safety Communications Officials International Inc. for the purchase of Emergency Medical Dispatch Manuals and Guide Cards. Funding Source: 100% General Funds.

Felicia Harrison of Public Safety presented. Item CPB2013-899 was unanimously approved.

#### D. Consent Agenda

CPB2013-900 Department of Development Requesting approval of an assignment of a NCO Technology Fund Loan with BestHomeHealthCare.com, LLC to MemVu, Inc. and requesting authority for the Director to execute all documents required in connection with said loan assignment. Funding Source: No new funds are being requested. The project was funded 100% by the General Fund. The loan pre-dated the creation of the Western Reserve Fund.

Item CPB2013-900 was unanimously approved.

CPB2013-901 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.

Item CPB2013-901 was unanimously approved.

CPB2013-902 Department of Human Resources submitting an amendment to Contract No. CE1200487-01 with Employee Benefits International, Inc. for Professional Healthcare Consultant Services for the period of 8/1/2012 -7/31/2015, to change the terms, effective 9/1/2013; no additional funds required. Funding Source: Original contract: General Fund.

Item CPB2013-902 was unanimously approved.

CPB2013-903 Department of Public Safety and Justice Services/Public Safety Grants submitting an amendment to Agreement No. AG1100155-01 with Board of Lake County Commissioners for reimbursement of eligible expenses in connection with the FY2009 Port Security Grant Program for the period 6/1/2009 - 5/31/2013 to extend the time period to 11/30/2013; no additional funds required.

Funding Source: 75% federal dollars by the Department of Homeland Security FEMA. The subgrantee is responsible for 25% match.

Item CPB2013-903 was unanimously approved.

CPB2013-904 Office of Procurement & Diversity presenting voucher payments for the week of 11/18/2013.

Item CPB2013-904 was unanimously approved.

#### V. Other Business

CPB2013-905 Department of Public Works recommending to declare non-structural materials in the Cuyahoga County Administration Building, 1219 Ontario Street, as surplus County property no longer needed for public use; recommending to salvage non-structural materials from the Cuyahoga County Administration Building, 1219 Ontario Street, for reuse purposes to serve the public good. Funding Source: N/A.

Mike Chambers, Fiscal Officer for Public Works, presented the time-sensitive, mission critical item.

The Board unanimously approved a motion to amend the November 18, 2013 Contracts and Purchasing Board meeting calendar to include the item for consideration.

The Board unanimously approved item CPB2013-905.

CPB2013-906 Sheriff's Office/Protective Services recommending an award and enter into a contract with Guardian Services in the amount of \$4,690 for installation of an alarm system in the Whitlach Building. Funding Source: Internal Service Fund.

Paul Waller of Protective Services presented the time-sensitive, mission critical item.

The Board unanimously approved a motion to amend the November 18, 2013 Contracts and Purchasing Board meeting calendar to include the item for consideration.

The Board unanimously approved item CPB2013-906.

The Board unanimously approved a motion to restore the Department's time-sensitive, mission-critical budget to \$25,000.

#### VI. Public Comment

There was no public comment.

#### VII. Adjournment

The Board unanimously approved a motion to adjourn at 11:52 a.m.