

Cuyahoga County Contracts and Purchasing Board
January 6, 2014 11:30 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

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

A. Tabled Items

B. Scheduled Items

Item	Requestor	Description	Board Action
CPB2014-1	Department of Public Works	Recommending an award on RQ29542 and enter into a contract with Ohio Graphco, Inc. in the amount not-to-exceed \$24,500.00 for maintenance on the two color Sakurai/Oliver 266 EPZ offset press and Hamada 661-XL for the period 5/1/2014 - 4/30/2016. Funding Source: Internal Service Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-2	Department of Public Works	Recommending an award on RQ29529 and enter into a contract with Ohio Graphco, Inc. in the amount not-to-exceed \$24,500.00 for maintenance on the RYOBI 3404 Di, Screen Platerite 2055 Vi CTP System and the Epson 9800 Stylus Pro System for the period 5/1/2014 - 4/30/2016. Funding Source: Internal Service Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-3	Office of Procurement & Diversity	Recommending an award: <u>Department of Information Technology</u> a) on RQ29577 with Hewlett-Packard Company in the amount not-to-exceed \$57,780.00 for the purchase of 40 laptops, 20 desktop computers and 20 monitors for use by the Prosecutor's Office. 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
CPB2014-4	Department of Health and Human Services	Submitting an RFP exemption on RQ29515, which will result in an award recommendation to University Hospitals Cleveland Medical Center aka University Hospitals of Cleveland in the amount of \$128,700.00 for operational support for the Northern Ohio Poison Center of Rainbow	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>Babies and Children's Hospital for the period 1/1/2014 - 12/31/2014.</p> <p>Funding Source: 100% 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)</p> <p>The Northern Ohio Poison Center's (NOPC) Poison Information Specialists provide immediate management of accidental or intentional exposures to drugs, chemicals, insecticides, plants, bites or stings, whether of a household, industrial, or environmental nature. These registered nurses have extensive training in toxicology. The NOPC is certified by the American Association of Poison Control Centers, and contributes to the National Poison Data System (NPDS), the largest toxicology database in the world.</p> <p>The Department of Health and Human Services plans to contract with University Hospitals Cleveland Medical Center AKA University Hospitals of Cleveland in support of the Northern Ohio Poison Center of Rainbow Babies & Children's Hospital for the time period of January 1, 2014 - December 31, 2014.</p> <p>University Hospitals is a registered contractor with the Inspector General #12-2871.</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) \$128,700, 100% HHS Levy Funds.</p> <p>The contract will be for the time period January 1, 2014 - December 31, 2014</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>NOPC is the only poison center in this region serving 24 counties.</p>	
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		<p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>The Northern Ohio Poison Center (NOPC), based at UH Rainbow Babies & Children's Hospital, serves the poison information needs of 24 counties in Northern Ohio. Available 24/7 by a national toll-free number, NOPC handled more than 29,925 calls from the citizens within its call area as of September, 2013. Of the calls in the service area 16,752 (35%) were calls from Cuyahoga County residents. The service is free to all members of the public, and serves as a unique and valuable resource to healthcare facilities and first responders.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Cuyahoga County has supported the Poison Center for over a decade. Although the center serves 24 counties, Cuyahoga County represents 35% of all the calls. NOPC is the only poison center in this region.</p> <p>NOPC also provides health professional training in the form of a one-month "Pediatric Clinical Pharmacology & Toxicology" rotation for Pediatrics and Emergency Medicine (EM) residents from MetroHealth Medical Center.</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>NOPC is the only poison center in this region serving 24 counties.</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>NOPC is only poison center in this region serving 24 counties.</p>	
CPB2014-5	Department of Health and Human Services/ Community Initiatives	Submitting an RFP exemption on various requisitions, which will result in various award recommendations to Starting Point in the total amount of \$8,946,458.00 for various projects for the Invest in Children program for the period 1/1/2014 - 12/31/2015:	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

	<p>Division/ Office of Early Childhood</p>	<p>a) on RQ29582 for administration of the Teacher Education and Compensation Helps Professional Development System in the amount not to exceed \$1,241,864.00.</p> <p>b) on RQ29581 for administration of the Early Care and Education Center Capacity and Expansion Program in the amount not to exceed \$187,406.00.</p> <p>c) RQ29585 for administration of the Family Child Care Home Regional System in the amount not to exceed \$3,549,202.00.</p> <p>d) RQ29587 for administration of the Special Needs Child Care Program in the amount not to exceed \$3,967,986.00.</p> <p>Funding Source: 100% 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)</p> <p>To serve as the system coordinator of the Center Professional Development System and administer the T.E.A.C.H. scholarship program. As the System Coordinator, Starting Point will develop programs and services that are core elements to having a quality Early Care and Education Professional Development System for Child Care Centers including CDA training modules, train-the-trainer modules, and Leadership Development training that align with the State of Ohio Early Childhood Core Knowledge and Competencies, Step Up To Quality and Center for Early Childhood Development requirements. In addition, Starting Point will assume responsibility for the planning, policy and procedural development, oversight and administration of the Teacher Education and Compensation Help (T.E.A.C.H.) Program in conjunction with Cuyahoga County, the State of Ohio, and the Ohio Child Care Resource and Referral Association.</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>\$620,932.00 for each of two years beginning January 1, 2014 through December 31, 2015 for a total amount of</p>	
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		<p>\$1,241,864.00.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga, and Ashtabula counties. Starting Point was selected through an RFGA process conducted by ODJFS for the Child Care Resource and Referral Services project (RFGA#JFSR1415178069). As the child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing care for their children; child care providers in need of technical assistance and training; and employers seeking quality child care for their employees.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Starting Point is the agency designated by ODJFS to serve as the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The services provided by Starting Point to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the Center Professional Development System and T.E.A.C.H. program under their state contract and allow for better coordination with statewide initiatives and planning processes. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated 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.</p> <p>Delays in implementation of these components of the program would result in a delay in, and/or, absence of services for center-based child care staff needing training,</p>	
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		<p>technical assistance, and professional development in order to maintain compliance with state licensing and quality rating system requirements that allow centers to provide high-quality care for children.</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>Use of the agency designated by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>To serve as system coordinator for the Early Care and Education Center Capacity and Expansion program. As the System Coordinator, Starting Point will be responsible for maintaining an adequate number of child care slots in child care centers or Type A Homes in high need neighborhoods by: 1) Maintaining child care supply and demand data to be used for planning and reporting, and 2) Providing child care center expansion and start-up technical assistance and training to potential providers and employers.</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>\$93,703.00 for each year beginning January 1, 2014 through December 31, 2015 for a total of \$187,406.00.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga, and Ashtabula counties. Starting Point was selected through an RFGA process conducted by ODJFS for the Child Care Resource and Referral Services project (RFGA#JFSR1415178069). As the child care resource and referral agency for Cuyahoga</p>	
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		<p>County, Starting Point provides assistance to parents needing care for their children; child care providers in need of technical assistance and training; and employers seeking quality child care for their employees.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Starting Point is the agency designated by ODJFS to serve as the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The services provided by Starting Point to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the Early Care and Education Center Capacity and Expansion program under their state contract and allow for better coordination with statewide initiatives and planning processes. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated 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.</p> <p>Delays in implementation of these components of the program would result in a lack of adequate data to use in ensuring that adequate child care is available to working families. In addition, the system would be unable to respond to the need for child care in low capacity neighborhoods due to a lack of resources for expansion.</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>Use of the agency designated by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.</p> <p>1. Description of Supplies or Services (If contract</p>	
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		<p>amendment, please identify contract time period and/or scope change)</p> <p>To serve as the system coordinator for the Family Child Care Home (FCCH) Regional System, known as Care for Kids, whose goal is to improve the quality of care provided in FCCHs and assist noncompliant FCCHs with health and safety regulations per Cuyahoga Job and Family Services, to get back into compliance. As the System Coordinator, Starting Point will contract with community-based agencies to serve as Regional Managers to implement the activities of the FCCH Regional System.</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>\$1,774,601.00 for each of two years beginning January 1, 2014 through December 31, 2015 for a total of \$3,549,202.00.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga, and Ashtabula counties. Starting Point was selected through an RFGA process conducted by ODJFS for the Child Care Resource and Referral Services project (RFGA#JFSR1415178069). As the child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing care for their children; child care providers in need of technical assistance and training; and employers seeking quality child care for their employees.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Starting Point is the agency designated by ODJFS to serve as the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.</p> <p>5. What ultimately led you to this product or service? Why</p>	
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		<p>was the recommended vendor selected?</p> <p>The services provided by Starting Point to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the FCCH Regional System under their state contract and allow for better coordination with statewide initiatives and planning processes. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated 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.</p> <p>Delays in implementation of these components of the program would result in a delay in, and/or, absence of services for family child care home providers needing training and professional development in order to maintain certification. This, in turn, would result in an interruption in care for children served by these providers and could result in the loss of employment for working parents who rely on FCCH settings to meet their child care needs. In addition, there would be a delay in the technical assistance support that allows FCCHs to maintain quality services for children in their care.</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>Use of the agency designated by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>To serve as the system coordinator for the Special Needs Child Care program. As the System Coordinator, Starting Point will: 1) Provide service coordination for families with children with special needs who are in need of child care, and 2) Coordinate the provisions of technical assistance and training to consultants working with child care providers and providers themselves in order to increase</p>	
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		<p>the system's capacity to serve children with special needs. As the System Coordinator, Starting Point will contract with community-based agencies, through an RFP process, to provide technical assistance, consultation, and training to child care providers.</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>\$1,983,993.00 for each of two years beginning January 1, 2014- through December 31, 2015 for a total of \$3,967,986.00.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Starting Point is designated by the Ohio Department of Job and Family Services (ODJFS) as the child care resource and referral agency for service delivery area 3, which encompasses Cuyahoga, Lake, Geauga, and Ashtabula counties. Starting Point was selected through an RFGA process conducted by ODJFS for the Child Care Resource and Referral Services project (RFGA#JFSR1415178069). As the child care resource and referral agency for Cuyahoga County, Starting Point provides assistance to parents needing care for their children; child care providers in need of technical assistance and training; and employers seeking quality child care for their employees.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Starting Point is the agency designated by ODJFS to serve as the child care Resource and Referral agency in Cuyahoga County. They are a unique, neutral resource and uniquely suited to perform the functions of this contract as it is their mandate to serve all child care entities in the county.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The services provided by Starting Point to Cuyahoga County under this contract are complementary to the services provided by Starting Point to the Special Needs Child Care program under their state contract and allow for better coordination with statewide initiatives and</p>	
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		<p>planning processes, including Healthy Child Care Ohio administered by the Ohio Child Care Resource and Referral Association of which Starting point is a network member. Thus, by utilizing the designated R and R we are leveraging the state's funding and creating a well-coordinated 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.</p> <p>Delays in implementation of these components of the program would result in a lack of adequate training and technical assistance for providers who are currently serving children thereby jeopardizing their ability to adequately meet the needs children with specific concerns. In addition, the system would be unable to respond to the need for new placements of children with special needs.</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>Use of the agency designated by ODJFS to provide child care resource and referral services allows for better use and coordination of services and allows the County to maximize state funding that flows to the County through the child care resource and referral system.</p>	
CPB2014-6	Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services	<p>Submitting a sole source exemption on RQ29590 which will result in an award recommendation to Bowman Systems, LLC in the amount of \$26,335.00 for maintenance and support on the Service Point System Homeless Management Information System for the period 1/1/2014 - 12/31/2014.</p> <p>Funding Source: 100% Health and Human Services Levy Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>Cuyahoga County is the "lead agency" for the Continuum of Care (CoC) for U.S. Department of Housing & Urban Development (HUD) funded homeless activities. As the grantee for over \$20 million in HUD resources annually, Cuyahoga County is required to manage the "Homeless Management Information System" (HMIS) which all sub recipients of HUD dollars must report client service data</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>into. Since FY 2002, CoC's have been required to participate in HMIS. HUD has not mandated that communities must use a specific software product; rather, HUD has set technical standards which must be met by a software product. Communities are held responsible for complying with reporting according to these data standards. In FY 2001, Bowman Systems developed software specific to the HUD Reporting requirements. The product is called "ServicePoint." The County has contracted with Bowman Systems since FY 2002 for this product.</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? X Yes <input type="checkbox"/> No</p> <p>If yes, please provide details regarding future obligations and/or needs.</p> <p>The CoC's continued compliance with managing HMIS for recipients and sub recipients of HUD funding will be required for as long as the community is receiving these targeted funds. Even while the CoC is committed to reducing and preventing homelessness, we expect that reporting on service delivery and performance outcomes will remain a requirement.</p> <p>What is the duration of this purchase, including number of "potential" renewal options?</p> <p>Since FY 2002, the County has entered into 3 year contract commitments with Bowman Systems, with the budgeted amount being authorized on an annual basis. This 3 Year term enables the County to negotiate and lock in the most advantageous price for ServicePoint, the Software product, and support services. It is expected that this practice would continue with the new contract being approved for a three year term with additional terms optional.</p> <p>Check the appropriate box. If yes, - See Above</p> <p>The contract which expired in FY 2013 had a value of \$27,845. The proposed FY 2014 amount is \$26,335.00.</p> <p>4. Why do you need to acquire these goods or services?</p> <p>As described in #1, HUD requires grantees and sub</p>	
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		<p>grantees to collect specific data components for all persons receiving housing/services through HUD funded, homeless assistance programs. As the lead agency for the Continuum of Care, Cuyahoga County has the responsibility to assure that data is being collected accurately and completely. Funding levels for CoC activities is based in part on outcome data generated from the HMIS system. Providers are required to enter data on 18 Data elements. Based on this information, the agency is able to generate an “Annual Progress Report” (APR). Outcome data related to the number of households who moved from homelessness to housing, increased their income and skills, and who remained stably housed, forms the basis for renewing funding to the community and for enabling Cuyahoga County to be awarded funding for NEW projects – specifically, the Housing First Initiative.</p> <p>In addition to the reporting requirements of the individual project grant awards, Cuyahoga County is required by HUD and Congress to submit data for the “Annual Homeless Assessment Report” (AHAR). This comprehensive community report provides unduplicated counts of :</p> <ul style="list-style-type: none"> • persons accessing shelter in the community; • demographic characteristics, including race, sex, and age • veteran status, and particular military era (Desert Storm, Vietnam, etc.) • household size, • ages and number of children in shelter, • length of stay • permanent housing outcomes related to length of stay • residency prior to entering shelter • disability information • income prior to entry into shelter and at exit • enrollment in mainstream resources prior to entry and at exit • other data elements and cross data analysis <p>The AHAR enables HUD and Congress to understand the extent and depth of homelessness in our country and to evaluate the effectiveness of the programmatic interventions funded by HUD. Accurately providing this data is critical to the ongoing efforts of Cuyahoga County to:</p> <ul style="list-style-type: none"> • reduce homelessness • shorten shelter length of stays • identify emerging needs 	
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		<ul style="list-style-type: none"> • evaluate the effectiveness of local strategies • allocate local and federal funds • document program outcomes. <p>Bowman Systems Software product, ServicePoint, meets all the HUD data reporting requirements in terms of both collecting the data, and in terms of generating the required APR and AHAR reports. Bowman IT staff have worked closely with HUD to develop and implement software upgrades as HUD has revised data elements and reporting requirements over the past ten years.</p> <p>It is imperative to the Cuyahoga County CoC that the software product is reliable, responsive, and technically superb in order to be as competitive as possible against other CoC's nationally and to assure that elected officials and other stakeholders have the most accurate local information upon which to develop and implement local policy and strategies.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements?</p> <p>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>Bowman Systems Software Product, "ServicePoint" is a copyrighted product, protected by copyright laws and international copyright treaties, as well as intellectual property laws and treaties. The Software Product is licensed, not sold. In addition, software included in the contract, "Report GalleryWriter" is licensed by Bowman Systems from a third party and only Bowman is authorized to license its use in conjunction with ServicePoint to Cuyahoga County.</p> <p>Bowman Systems warrants that ServicePoint is in compliance with all Federal and State laws and regulations, including but not limited to, the Electronic Signatures in Global and National Commerce Act of 2000; the U.S. Department of Health & Human Services regulations contained in 21 CFR part11; the Ohio Electronic Records and Signatures Act of 2000; O.R.C. Section 1306.01 et seq.; the final Ohio Department of Administrative Services "111" rules; and the Ohio Rules of</p>	
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		<p>Evidence.</p> <p>Presently, Cuyahoga County Office of Homeless Services utilizes ServicePoint to collect and report data from over 50 programs operating in the CoC. There are over 120 End User Licenses, representing unique persons, who have been trained to use ServicePoint and are entering data. On an annual basis, over 7,000 unduplicated persons receive some service funded through the Continuum of Care. These clients' files are included in ServicePoint. Since the CoC started using ServicePoint, there are over 55,000 unduplicated client files with associated data, being managed through the ServicePoint data base system.</p> <p>Bowman Systems has demonstrated timely compliance with HUD revisions in required data element collection as well as, providing revised reporting tools as required by HUD. Bowman has added Software Product modules to accommodate new HUD funding streams, like the Homeless Prevention and Rapid Re-housing Program (HPRP), without additional cost to Cuyahoga County. Bowman Systems is currently working to incorporate the new Emergency Solutions Grant Program data elements and required reports into the ServicePoint basic software.</p> <p>OHS staff serves as System Administrator for ServicePoint. As System Administrator, the OHS assures that all Users comply with the HMIS policies and procedures related to system integrity, client and system confidentiality, timeless and accurate data entry, and compliance with HUD reporting deadlines. Bowman provides technical assistance and training to the OHS System Administrator; responds quickly to requests for TA and system clarification, and based on a fee schedule, has provided training in the community for all End Users.</p> <p>Other Software Products to manage HMIS data exist. Bowman Systems is the sole provider of ServicePoint. The OHS requests that Bowman Systems be approved as the Sole Source provider for the ServicePoint Software Product in order to enable the OHS to maintain the integrity and proven technical capability of the CoC Homeless Management Information System.</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,</p>	
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		<p>requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>In FY 2001, prior to entering into a contract with Bowman Systems for ServicePoint, the Office of Homeless Services convened a stakeholder group comprised of representatives of the City of Cleveland, the County's Information Services Center staff, community providers, who would be the "end users" of the software, formerly homeless persons, and the NorthEast Ohio Coalition for the Homeless (NEOCH) to:</p> <ul style="list-style-type: none"> • learn about homeless management information systems in general, • learn about the security and confidentiality safe guards of HMIS, • establish local policies and protocols to govern provider participation in HMIS and • review and evaluate products that would meet the HUD data requirements, • recommend a software product for the Cuyahoga County Continuum of Care <p>Through this lengthy and community driven process, three vendors were identified for consideration. The three vendors presented demos of their software products and pricing proposals to the Review Committee. No local, or Ohio based software providers responded to the informal request for proposal. Because this process took place eleven years ago, documentation of the proposals and the evaluations is no longer maintained in OHS files. Specific details of the "characteristics, capabilities and compatibilities" are not retrievable to include in this request. However, the selection of Bowman Systems, "ServicePoint" software product was based on expert counsel provided by ISC staff, as well as community assessment of vendor product usability, and alignment with HUD requirements.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>N/A</p> <p>8. Has your department bought these goods/services in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p>	
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		<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 Department has had a contract with Bowman Systems for the ServicePoint software product since FY 2002. The contract amount for FY 2013 was \$27,845.00.</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?</p> <p>Participation in HMIS is a grant management requirement specified in the HUD SHP, S+C, HPRP, and ESG regulations and grant award agreements. The Office of Homeless Services does not anticipate reducing reliance on the software provided by the Sole Source because the hope is to continue receiving HUD funding in order to maintain the housing and services currently provided.</p> <p>10. What efforts were made to get the best possible price?</p> <p>In FY 2001 when the initial contract was negotiated, the ISC provide technical support on negotiating the pricing for the required software including the software products of:</p> <ul style="list-style-type: none"> • ServicePoint, • VeriSign security encryption for the web site • Veritas, backup security software • Protegrity, database server security • VNC <p>And the hardware products:</p> <ul style="list-style-type: none"> • A Server • Hard drive • Data cartridges • Tape backup <p>The pricing detail was approved at that time by the Automated Data Processing Board (ADP) Board which reviewed and approved any County IT purchases.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>The initial annual Contract price for the Bowman Systems</p>	
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		<p>Software Product, ServicePoint, was \$15,909. In FY 2011 the cost was \$21,134. This reflects an increase over an 11 year period of \$5,225.00. The FY 2012 contract was \$28,246, an additional increase of \$7,112. This increase was due to the County decision to have Bowman Systems “host” ServicePoint on the Bowman Systems’ server. Prior to FY 2011, ServicePoint was hosted on the ISC server. The majority of communities that contract with Bowman Systems are hosted by Bowman. In FY 2001, the County chose to host the software locally. This decision required the County to purchase additional hardware. As the Software has been revised and as the data base has expanded, the need for additional, expensive, local servers became evident. By accepting Bowman Systems as the host server provider, the County will realize several benefits:</p> <ul style="list-style-type: none"> a) The costs of purchasing additional hardware are eliminated, b) Technical problems, upgrades, and routine servicing of the program can be more easily performed, and c) Cuyahoga County will receive Version updates in a more timely manner – communities hosted by Bowman receive updates more quickly and easily. <p>The OHS has relied on the ISC for guidance in negotiating with Bowman Systems to assure that the pricing of the products and services are fair and reasonable.</p> <p>12. Amount to be paid: \$26,335.00</p>	
CPB2014-7	Department of Health and Human Services/ Community Initiatives Division/Office of Early Childhood	<p>Submitting an RFP exemption on RQ29655, which will result in an award recommendation to Elsie Ann Day in the amount of \$30,000.00 for consultant services for the development of an implementation and sustainability plan for the Baby Basics Cuyahoga County Initiative for the Invest in Children program for the period 1/1/2014 - 12/31/2014.</p> <p>Funding Source: 100% The What to Expect Foundation grant funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

		<p>scope change)</p> <p>Elsie Ann Day will be providing Consultation Services to Invest in Children to develop an implementation and sustainability plan for the Baby Basics of Cuyahoga County Initiative.</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 dollar amount of this contract is:</p> <p>\$30,000.00</p> <p>100% Grant Funds (The What to Expect Foundation)</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The Office of Procurement and Diversity issued the RFP 28078 on August 7th, 2013 for a due date of August 29th. No proposals were received. Invest in Children then sought out known consultants that were not on the original vendor list and discussed if they would be interested in the initiative. Four were contacted: One declined the project, another did not respond and two submitted brief proposals. We chose Elsie Ann Day based on her ability and availability to complete the work entailed.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>We spoke with Amy Shoen and Leslie Clarke from Case Western Reserve University, private consultant Cynthia Hunt and Elsie Ann Day. We declined Ms. Shoen's brief Proposal and Ms. Clarke declined to submit a proposal. Ms. Hunt did not respond.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Elsie Day has provided consulting services with different county organizations in the past and we feel that her expertise in bringing diverse groups together and her strong background in program planning would be an asset</p>	
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		<p>for this project.</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>We have already tried to competitively bid this project which resulted in zero proposals being submitted. We had to ask The What to Expect Foundation for an extension of the Grant so we could have a full year planning process. Issuing another RFP would not give us a full year planning process as we requested from the Foundation.</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>We do not expect to bid out for this project again for this purpose. The implementation and sustainability plan that we are developing will determine how we will proceed in the future.</p>	
CPB2014-8	Department of Health and Human Services/ Cuyahoga Job and Family Services	<p>Submitting an RFP exemption on RQ29241, which will result in an award recommendation to Secure Tech Systems, Inc. in the amount of \$41,250.00 for the purchase of WAVE Plus Wireless Instant Notification system.</p> <p>Funding Source: Public Assistance Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>This is to purchase the WAVE Plus wireless instant notification system (currently known as the duress alarm system) for the V.E. Brown building.</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. 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><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>System provides safety for staff to alert Protective Services of a situation that requires assistance to resolve or remove an uncooperative customer from the work space.</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, quantifiable factors/qualifications.</p> <p>The product will allow combining 2 systems into one for compatibility in the VEB Building plus it has a unique combination of features not available from other systems:</p> <ul style="list-style-type: none"> • Capability to broadcast alarm messages over up to 4 different radio frequencies • Can send emails and text messages as well as making phone calls • Capacity for up to 10,000 unique alarm messages • The wide range of wireless buttons and other sensors that have the longest range and are the most robust wireless technology available • The WAVE Plus is a self-contained system with a back-up battery and integral speaker <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>No other evaluations were conducted. The WAVE Plus is a unique system not comparable with other systems and not available from other manufacturers or suppliers.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>This service/product was previously bid out by OPD with no responses.</p> <p>8. Has your department bought these goods/services in the past? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was</p>	
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		<p>the last date and price paid for goods/services?</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>Agency will continue to follow procurement procedures for competitive bidding of services and products when sources allow.</p> <p>10. What efforts were made to get the best possible price?</p> <p>Protective Services negotiated a discount based on the volume of wireless buttons to be purchased.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>No price comparisons were made due to the lack of alternative vendors for the service/product.</p> <p>12. Amount to be paid: \$41,250.00</p>	
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D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2014-9	Department of Public Safety and Justice Services	<p>Submitting an amendment to Contract No. CE1200040-03 with Case Western Reserve University for program evaluation services for the Common Pleas Court Felony Drug in connection with FY2010 Department of Health and Human Services, Substance Abuse and Mental Health Administration Adult Drug Courts Grant Program 7/1/2011 - 9/29/2013 to extend the time period to 3/31/2014; no additional funds required.</p> <p>Funding Source: Original contract: U. S Department of Health and Human Services, Substance Abuse and Mental Health Services Administration</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2014-10	Office of Procurement & Diversity	Presenting voucher payments for the week of 1/6/2013.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2014-11	Department of Development	Submitting voucher payments/housing rehab loans for the week 12/26/13 to 12/31/13.	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

- V. Other Business**
- VI. Public Comment**
- VII. Adjournment**

Minutes

Cuyahoga County Contracts and Purchasing Board
December 30, 2013 11:30 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

I. Call to Order

The meeting was called to order at 11:33 a.m.

Attending:

Chief of Staff Matt Carroll

Chief Deputy Engineer Stan Kosilesky, alternate for Bonnie Teeuwen

Director of Procurement and Diversity, Lenora Lockett

Councilman Dale Miller

Treasurer Jeannet Wright, alternate for Mark Parks

At the December 30, 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 December 23, 2013 Contracts and Purchasing Board meeting were unanimously approved, as written.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

There were no tabled items.

B. Scheduled Items

CPB2013-1018 Department of Information Technology recommending an award on RQ29386 and enter into a contract with JusticeTrax Inc., sole source, in the amount not-to-exceed \$56,000.00 for maintenance on the Laboratory Information Management System - Plus for the Medical Examiner for the period 10/15/2013 - 10/14/2016. Funding Source: 100% General Funds.

Item CPB2013-1018 was unanimously approved.

CPB2013-1019 Department of Workforce Development submitting a contract with Ohio Guidestone in the amount not-to-exceed \$60,000.00 for implementation of a Customized Training Program for the period 11/1/2013 - 11/30/2014. Funding Source: 100% Workforce Investment Act Funds.

Item CPB2013-1019 was unanimously approved.

CPB2013-1020 Court of Common Pleas/ Juvenile Court Division submitting an amendment to Contract No. CE1300457-01 Cornell Abraxas Group, Inc. for provision of professional and technical services to conduct programming, treatment, case management and care and custody services for the period 8/27/2013-12/31/2013 to extend the time period to 1/31/2014 and for additional funds in the amount of \$20,000.00. Funding Source: 100% General Funds.

Item CPB2013-1020 was unanimously approved.

CPB2013-1021 Department of Public Safety and Justice Services/Public Safety Grants a) submitting an RFP exemption, which will result in an amendment to Contract No. CE1200735 with Meltwater News U.S. Inc. for a social media analysis in connection with the FY2011 Urban Area Security Initiative Grant program for the period 12/1/2012 - 11/30/2013 to extend the time period to 4/30/2014 and for additional funds in the amount of \$3,125.00.

b) Submitting an amendment to Contract No. CE1200735 with Meltwater News U.S. Inc. for a social media analysis in connection with the FY2011 Urban Area Security Initiative Grant program for the period 12/1/2012 - 11/30/2013 to extend the time period to 4/30/2014 and for additional funds in the amount of \$3,125.00.

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

Item CPB2013-1021 was unanimously approved.

CPB2013-1022 Department of Health and Human Services/Division of Senior and Adult Services submitting an amendment to Contract No. CE1300403-01 with Collaborative Research, LLC for consultant services for development and implementation of a 3-year strategic plan for the period 8/1/2013 - 11/30/2013 to extend the time period 1/31/2014 and for additional funds in the amount of \$2,000.00. Funding Source: Health and Human Services Levy Funds.

Item CPB2013-1022 was unanimously approved.

C. Exemptions

CPB2013-1023 Department of Public Works submitting an RFP exemption, which will result in an award recommendation to Brandstetter Carroll Inc. in the amount of \$815,000.00 for design services in connection with an Emergency Operation Center. Funding Source: Capital Funds.

Item CPB2013-1023 was unanimously approved.

CPB2013-1024 Department of Public Safety and Justice Services recommending to amend Contracts and Purchasing Board approval on item CPB2013-943, requesting an RFP exemption on RQ29308, which will result in an award recommendation to AT&T for relocation of 65 additional Centralized Automatic Message Accounting Trunk Lines for Connectivity for the Next Generation 9-1-1 Public Safety Answering Points project by changing the amount not-to-exceed from \$65,013.00 to \$106,021.20. Funding Source: 911 Wireless Assistance Fund.

Item CPB2013-1024 was unanimously approved.

CPB2013-1025 Department of Health and Human Services/Division of Children and Family Services/ Cuyahoga Job and Family Services recommending to amend Contracts and Purchasing Board approval on item No. CPB2013-918 dated November 25, 2013, requesting an RFP exemption on RQ29265, which will result in an award recommendation to LexisNexis Risk Solutions FL, Inc. for Accurint for Government Plus on-line locate services for the period 10/1/2013 - 9/30/2017 by changing the amount not-to-exceed from \$96,000.00 to \$234,973.44. Funding Source: DCFS Federal 33% and 67% HHSL. CJFS/OCSS Federal 66% and 33% Local.

Item CPB2013-1025 was unanimously approved.

CPB2013-1026 Department of Health and Human Services/ Community Initiatives Division/Office of Homeless Services submitting a sole source exemption on RQ29562, which will result in an award recommendation to Emerald Development and Economic Network, Inc. in the amount of \$226,715.00 for property management services for the Community Women's Shelter, located at 2227 Payne Avenue, for the time period 1/1/2014 - 12/31/2014. Funding Source: Health and Human Services Levy.

Item CPB2013-1026 was unanimously approved.

D. Consent Agenda

CPB2013-1027 Department of Public Works submitting an agreement of cooperation with City of North Royalton for the replacement of Akins Road Culvert 01.12. Funding Source: 60% with County Road and Bridge Fund and 40% from City of North Royalton for design and 80% with County Road and Bridge Fund and 20% from City of North Royalton for construction.

Item CPB2013-1027 was unanimously approved.

CPB2013-1028 Department of Public Works submitting an amendment to an agreement with Talal Hamed for cafeteria services and vending machines located at the Jane Edna Hunter Building, machine services at the Cuyahoga County Jane Edna Hunter building located at 3955 Euclid Avenue, 3rd Floor, Cleveland, for the period 8/1/2012 - 7/31/2013 to extend the time period to 12/31/2014. Funding Source: The original agreement currently has no funding involved. The new RFP will produce a revenue

generating agreement. The schedule of payments will be monthly that is predicted to contribute on an average of \$500.00 each month.

Item CPB2013-1028 was unanimously approved.

CPB2013-1029 Department of Information Technology submitting a grant agreement with Ohio Development Services Agency in the amount of \$100,000.00 for an Enterprise Geographic Information System Feasibility Study in connection with the FY2014 Local Government Innovation fund for the period 7/8/2013 - 7/8/2015. Funding Source: Ohio Development Services Agency FY2014 Local Government Innovation grant funds.

Item CPB2013-1029 was unanimously approved.

CPB2013-1030 Fiscal Office/ Department of the County Treasurer submitting a letter of intent with C&T Holdings, dba EZ Pay Corporate for kiosk services for payment processing and managed merchant accounts at a location to be determined for the period of 180 days. Funding Source: N/A

Item CPB2013-1030 was unanimously approved.

CPB2013-1031 Fiscal Office/Department of the County Treasurer submitting a memorandum of understanding with Official Payments Corporation to utilize the Point of Sale service (POS) card swipe electronic payment transaction system in connection with Cuyahoga County's existing on-line Credit Card Payment Program.

Item CPB2013-1031 was unanimously approved.

CPB2013-1032 County Sheriff Submitting an amendment to Contract No. CE1100331-01 with Mental Health Services for Homeless Persons, Inc., dba Front Line Service for re-entry services for the Project RESTORE (Reentry Strategies Toward Reintegration) demonstration project in connection with the FY2010 Second Chance Act Prisoner Reentry Initiative for the period 1/1/2011 - 9/30/2013 to extend the time period to 3/31/2014; no additional funds required. Funding Source: Original Contract: FY2010 Second Chance Act Prisoner Reentry Initiative grant funds.

Item CPB2013-1032 was unanimously approved.

CPB2013-1033 County Sheriff Submitting an amendment to Contract No. CE1200039 -01 with Consilium Staffing, LLC for medical and psychiatric services for the period 1/1/2012 - 12/31/2013 to extend the time period to 12/31/2014; no additional funds required. Funding Source: 100% General Funds.

Item CPB2013-1033 was unanimously approved.

CPB2013-1034 Office of Procurement & Diversity presenting voucher payments for the week of 12/30/2013.

Item CPB2013-1034 was unanimously approved.

V. Other Business

CPB2013-1035 Department of Public Works recommending award on RQ29722 and enter into contract with Premier Truck Parts in the amount of \$2,495 for emergency repair of the hydraulic system on Dump Truck #27. Funding Source: Sanitary Sewer District Funds.

Mike Chambers, Fiscal Officer for Public Works, presented. A motion to amend the December 30, 2013 Contracts and Purchasing Board meeting agenda to add the proposed item was unanimously approved.

Item CPB2013-1035 was unanimously approved.

A motion to restore the Public Works Department's mission critical budget limit to \$25,000 was unanimously approved.

CPB2013-1036 Department of Health and Human Services/Division of Children and Family Services recommending an award and enter into a contract with Pomegranate Health Systems of Columbus, Ohio in the amount of \$24,999 for hospitalization for one youth from mid through late December.

Rick Werner presented. He explained that DCFS is working to prepare an RFP exemption and enter into a longer-term contract with this provider for continued residential care for the youth. They are also currently working to get the service provider ethics registered. Pomegranate is a provider that DCFS has worked with previously, but not in the recent past.

A motion to amend the December 30, 2013 Contracts and Purchasing Board meeting agenda to add the proposed item was unanimously approved.

Item CPB2013-1036 was unanimously approved.

A motion to restore the Department of Children and Family Services' mission critical budget limit to \$25,000 was unanimously approved.

Lenora Lockett, Director of Procurement and Diversity instructed staff to check the County Inspector General's posted debarment list prior to doing business with vendors on time-sensitive, mission-critical items. The County will not release payment to debarred vendors.

VI. Public Comment

There was no further public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 11:48 a.m.

B. Scheduled Items

CPB2014-1

A. Scope of Work Summary

The Department of Public Works is requesting approval of a contract with Ohio Graphco, Inc. for the cost not-to-exceed \$24,500.00. The anticipated start date is May 1, 2014 and ending April 30, 2016.

The primary goal is to offset any problems that may occur by performing all services necessary to obtain prompt and thorough service by providing emergency and/or general services for the Two-Color Sakurai/Oliver 266-EPZ Offset Press and the Hamada 661-XL. These services will also eliminate any downtime relative to press releases and to printing services for County agencies.

B. Procurement

The procurement method for this project was an informal RFB. The Total value of the RFB is \$24,500.00. The RFB was closed on December 16, 2013 w/no SBE % required. There were bid specification packages sent to six (6) vendors with one submitted for review, Ohio Graphco, Inc. being the best and lowest bid.

C. Contractor and Project Information

Ohio Graphco, Inc.

6563 Cochran Road

Solon, Ohio 44139-3901

Council District: n/a

The President is Chris W. Manley

1-440-248-1700 Fax: 1-440-248-1701

D. Project Status and Planning

The project is a reoccurrence of an existing project.

E. Funding

The project is funded 100% by the Departments' Internal Service Fund. The schedule of payments is by invoice.

CPB2014-2

A. Scope of Work Summary

The Department of Public Works is requesting approval and submission of a contract with Ohio Graphco, Inc. for the cost not-to-exceed \$24,500.00. The anticipated start date is May 1, 2014 and ending April 30, 2016. The primary goal is to offset any problems that may occur by performing all services necessary to obtain prompt and thorough service by providing emergency and/or general services for the Ryobi 3404 Di-Epson 9800 Stylus Pro-CTP System. These services will also eliminate any downtime relative to press releases and to printing services for County agencies.

B. Procurement The procurement method for this project was an informal RFB. The Total value of the RFB is \$24,500.00. The RFB was closed on December 13, 2013 w/no SBE % required. Bid specifications packages were sent to five (5) vendors and sent through Buyspeed with one submitted for review, Ohio Graphco, Inc. being the best and lowest bid. HISTORY: None

C. Contractor and Project Information

Ohio Graphco, Inc. 6563 Cochran Road Solon, Ohio 44139-3901 Council District: n/a The President is Chris W. Manley 1-440-248-1700 Fax: 1-440-248-1701

D. Project Status and Planning

The project is a continuation of an existing project.

E. Funding

The project is funded 100% Internal Service Fund type. The schedule of payments is by invoice.

CPB2014-3

Title: OPD 2014 Recommendation of Award Hewlett-Packard Company Computers and Monitors DoIT RQ29577

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 \$57,780.00 for HP laptops, desktops 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 current staff at the County Prosecutor.

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 for the County Prosecutor.
- 3b. County Council District 7.

D. Project Status and Planning

1. The purchase is for replacement equipment, as part of a current DoIT project to keep 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.
2. Payment will be per Invoice, based on delivery of equipment.

C. Exemptions

[See detail under items CPB2014-4 through CPB2014-8, above]

D. Consent Agenda

CPB2014-9

A. Scope of Work Summary

1. Public Safety and Justice Services is requesting approval to enter into a contract amendment with Case Western Reserve University in connection with the Substance Abuse and Mental Health Services Administration Adult Drug Court (SAMHSA) grant third year portion of funding. The amendment will change the time frame from 7/1/2011 through 9/29/2013 to 7/1/2011 through 3/31/2014. All other conditions of the amendment will stay the same.

There is no match associated with this grant.

2. The primary goal of the amendment is to allow the project time to complete approved activities under the grant.

B. Procurement

1. An Open and Full Justification was approved by the Office of Procurement and Diversity on 11/27/2013 and the CPB approved an RFP Exemption on 12/9/2013 CPB20130-961.

C. Contractor and Project Information

N/A

D. Project Status and Planning

1. This project is currently active.

E. Funding

1. U. S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration.

CPB2014-10

Department/ Location Key:					
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
AU-14-29710	12/26/2013	6,000 1099s	AU / AU01	\$539.64
AU-14-29541	12/9/2013	Direct Deposits	AU / AU01	\$3,409.60
CE-14-29696	12/23/2013	Gas Tank #03-0254 (*OPD Note: Opd held this item last week for review of two similar items. There were two different funding sources - three quotes for each item have been documented - refer to next item).	CE / CE01	\$695.00
CE-14-29695	12/23/2013	Gas Tank #03-0259	CE / CE01	\$695.00
CF-14-29680	12/3/2013	Advertising REQ Supportive Visits RFP	CF	\$800.00

CT-13-29678	12/19/2013	VARIOUS DRILL	CT / CT01	\$1,863.50
CT-14-29658	12/18/2013	Child & Family Services - Body Repairs #OF3178	CT / CT04	\$647.00

Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)

Purchase Order #	Purchase Order Date	Description	Dept/Loc	Total
1413287	12/31/2013	Pancake Syrup - County Jail	SH	\$1,328.40

CPB2014-11

DEPARTMENT OF DEVELOPMENT				
DEVELOPMENT REHAB LOANS FOR THE PERIOD 12/26/13 to 12/31/13				
VOUCHER NO.	PAYEE	AMOUNT	FUNDING SOURCE	AUTHORIZATION
	Lena Fisher	\$10,890.00	Community Development	CDBG Rehab Loan: Index Code DV714170
	Total Loans	\$10,890.00		