

**Cuyahoga County Board of Control**  
**January 21, 2014 11:00 A.M.**  
**Lakeside Place - Council Offices - Board Room**  
**323 W. Lakeside Avenue, 4<sup>th</sup> Floor**

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

Item	Requestor	Description	Board Action
BC2014-18	Office of Procurement & Diversity	<p>Recommending an award:</p> <p><u>Department of Public Safety and Justice Services</u></p> <p>a) on RQ29308 with AT&amp;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 in the amount not-to-exceed \$106,021.20.</p> <p>Funding: 9-1-1 Wireless Assistance Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2014-19	Office of Procurement & Diversity	<p>Recommending an award:</p> <p><u>Department of Public Works</u></p> <p>a) on RQ29262 to Shaw Industries, Inc. (3-1) in the amount not-to-exceed \$400,000.00 for Shaw carpet for various County locations for the Department of Public Works for the period 2/1/2014 - 1/31/2015.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2014-20	Juvenile Court	<p>Recommending an award on RQ28490 and enter into a contract with Ohio Guidestone in the amount not-to-exceed \$242,500.00 for assessment and case management services for the Court Unruly Program for the period 2/1/2014 - 1/31/2016.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

**6. Other Business**

<p>BC2014-21</p>	<p>Department of Information Technology</p>	<p>Recommending an alternative procurement process on RQ29624 which will result in an award recommendation to GovConnection in the amount of \$28,162.50 for the purchase of 15 Microsoft Surface Pro 2 Tablets and accessories for use by the Court of Appeals.</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>Fifteen (15) Microsoft Surface Pro 2 Tablets with Incipio Padded Nylon Sleeve, Wedge Touch Mouse, Tablet Cover, Tablet Pen, Incipio Anti-Fingerprint Screen Protector, Docking Station, Supplement Power Supply, Additional 2-Year warranty, WordPerfect Office X6 Standard Edition Software and Microsoft Home and Business 2013 Software.</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 amount of this purchase is not to exceed \$28,162.50.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The Microsoft Surface Pro 2 Tablet can be purchased from Insight Public Sector under State contract but they did not provide the lowest bid. To purchase the Microsoft Surface Pro 2 Tablet and its accessories at the lowest cost it is necessary to use the Alternative Procurement Process from GovConnection.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Four other vendors were evaluated but were more expensive: Insight Public Sector; SHI; CDW (incomplete quote); MNJ Technologies Direct (incomplete quote).</p> <p>5. What ultimately led you to this product or service?</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
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		<p>Why was the recommended vendor selected?</p> <p>The Microsoft Surface Pro 2 was the tablet selected and requested by the Court of Appeals and GovConnection was able to provide it at the lowest cost.</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>Competitive bidding was transparent in this request.</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 will continue to request quotes from multiple vendors.</p>	
BC2014-22	Department of Information Technology	<p>Recommending an alternative procurement process on RQ29681 which will result in an award recommendation to Integrated Precision Systems Inc. in the amount of \$97,081.96 for the purchase of 37 indoor security cameras with access control readers and associated hardware and 1 Video Server with 37 XProtect Corporate Device Channel Licenses for use by Medical Examiner.</p> <p>Funding Source: Capital Project Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Purchase 37 indoor security cameras with access control readers and associated hardware and 1 Video Server with 37 XProtect Corporate Device Channel Licenses for the County Crime Lab.</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 amount of this purchase is not to exceed \$97,081.69. Capital project will cover the cost of this purchase.</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>Prices are sourced from Integrated Precision Systems, Inc.'s Ohio State Term Contract# 800160.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Integrated Precision Systems Inc. is the County's security system provider and this equipment is to be incorporated in the county's current enterprise security camera system.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Integrated Precision Systems Inc. is the only vendor that can support the Intransa environment and holds the state term contract for the XProtect Corporate Channel Licenses.</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>Additional security is needed to protect the integrity of the evidence processed in the County Crime Lab and other vendors would not be able to provide support in our current environment.</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 will continue to request quotes from multiple vendors.</p>	
BC2014-23	Office of Budget & Management	<p>Recommending an Alternative Procurement process on RQ29688, which will result in an award recommendation for consulting and financial services.</p> <p>Funding Source: This will be funded with proceeds from various debt issuance activities in 2014 and 2015</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change)</p> <p>OBM is releasing an RFQ for financial services including bond underwriting, financial advisory and banking</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>lending services.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown.</p> <p>No estimate for compensation is available at this time. Services will be funded with proceeds from various debt issuance activities in 2014 and 2015.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method.</p> <p>The County Fiscal Office will be selecting financing teams from the pool of qualified RFQ respondents. A separate team of firms will be assembled based on the individual transaction.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>OBM is using the established practice for procuring services for debt financing transactions. Assembling teams on a per deal basis enables the County to utilize underwriting and financial service providers in a manner that best suits each transaction.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Firms will be selected from request respondents.</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 would impede the first round of financing for the County Convention Headquarters Hotel project scheduled to take place during the first half of 2014.</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 will continue to use the RFQ process to configure the participants in financing transactions.</p>	
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**7. Public Comment**

**8. Adjourn**

## Minutes

Cuyahoga County Board of Control  
January 13, 2014 11:00 A.M.  
Lakeside Place - Council Offices - Board Room  
323 W. Lakeside Avenue, 4th Floor

### 1. Call to Order

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

Attending:

County Executive Ed FitzGerald  
Councilman Michael Gallagher  
Councilman Dave Greenspan  
Director of Procurement and Diversity Lenora Lockett  
Councilman Dale Miller (Alternate for Pernel Jones)  
Interim Fiscal Officer Mark Parks  
Director of Public Works Bonnie Teeuwen

At the January 13, 2014 regular meeting of the Board of Control the following approved items were properly moved and seconded. All items were considered and adopted by all members present, unless otherwise noted.

### 2. Review Minutes

Ed FitzGerald motioned to approve the minutes from the January 6, 2014 Board of Control Meeting as written. Bonnie Teeuwen seconded. The minutes were unanimously approved.

### 3. Public Comment

There was no public comment.

### 4. Tabled Items

There were no tabled items.

### 5. New Items for Review

BC2014-6 Department of Public Works submitting an amendment to Contract No. CE1000183-01 with Diocese of Cleveland Facilities Corporation fka Catholic Charities Facilities Corporation for lease of office space located at Fatima Family Center, 6600 Lexington Avenue, Cleveland, for use by Division of Children & Family Services for the period 1/1/2010 - 12/31/2013 to extend the time period to 12/31/2015 and for additional funds in the amount of \$16,800.00. Funding Source: Health and Human Services Levy Funds.

Bonnie Teeuwen presented. Ed FitzGerald Motioned to approve the item; Dale Miller seconded. Item BC2014-6 was unanimously approved.

BC2014-7 Department of Public Works submitting an amendment to Contract No. CE1300445 with PSx Inc. for parking control systems maintenance at various County facilities for the period 4/15/2013 - 4/14/2016 to change the scope of services, effective 2/1/2014, and for additional funds in the amount not-to-exceed \$61,750.00. Funding Source: Enterprise Fund (Parking Services).

Bonnie Teeuwen presented. Ed FitzGerald motioned to approve the item; Mark Parks seconded the motion. Item BC2014-7 was unanimously approved.

BC2014-8 Department of Development recommending an award on RQ28765 and enter into a contract with Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$495,000.00 for administration of the Cuyahoga County Down Payment Assistance program in the Cuyahoga Urban County and Parma for the period 1/13/2014 - 12/31/2015. Funding Source: 100% Federal HOME funds.

Paul Herdeg, Department of Development, presented. Ed FitzGerald motioned to approved the item. Michael Gallagher seconded the motion. Item BC2014-8 was unanimously approved.

BC2014-9 Office of Procurement & Diversity recommending an award on behalf of Department of Public Works a) on RQ27986 and enter into a contract with Trumbull Industries, Inc. (3-3) in the amount not-to-exceed \$220,000.00 for Sewer Pipe Supplies for the period 12/1/2013 -11/30/2015. Funding Source: 100% General Funds (Sanitary Sewer Funds).

Lenora Lockett presented. Ed FitzGerald motioned to approve the item; Mark Parks seconded. Item BC2014-9 was unanimously approved.

BC2014-10 Office of Procurement & Diversity recommending an award: Department of Public Works a) on RQ28339 and enter into a contract with Mid-West Presort Mailing Services, Inc. (3-1) in the amount not-to-exceed \$132,000.00 for Pre-Sort Mailing Services for Various County Buildings for the period 2/1/2014 - 1/31/2017. Funding Source: 100% General Funds Internal Service Funds.

Lenora Lockett presented. Councilman Greenspan questioned the vendor's capabilities given the recent challenges encountered with timely mailing of the property tax notices. Councilman Dave Greenspan indicated that Council Finance Committee may ask the vendor to attend an upcoming committee meeting to respond to questions regarding the tax notice mailing. Ed FitzGerald held item BC2014-10, pending further review of the tax notice mailing.

BC2014-11 Juvenile Court Recommending an award on RQ27516 and enter in a contract with BI Incorporated in the amount not-to-exceed \$495,000.00 for electronic monitoring services for the period 4/1/2014 - 3/31/2016. Funding Source: 100% General Funds.

Karen Lippman, Juvenile Court, presented. Councilman Gallagher inquired about the possibility of a joint contract for monitoring services between Juvenile Court and Court of Common Pleas. Ed FitzGerald held item BC2014-11, pending further review of the potential under a combined contract.

BC2014-12 Juvenile Court Recommending an award on RQ28507 and enter into a Master Contract with various providers in the total amount not-to-exceed \$400,000.00 for In-Home Family Therapy Treatment services for the period 2/1/2014 - 1/31/2016:

- a) Beech Brook in the amount of \$110,000.00.
- b) Catholic Charities Corporation in the amount of \$140,00.00.
- c) Ohio Guidestone in the amount of \$110,000.00.
- d) Ohio Mentor in the amount of \$40,000.00.

Funding Source: 100% General Funds

Karen Lippman, Juvenile Court, presented. Ed FitzGerald motioned to approve the item; Bonnie Teeuwen seconded. Item BC2014-12 was unanimously approved.

BC2014-13 Department of Public Safety and Justice Services/Witness/Victim submitting an amendment to Contract No. CE1300027-01 with Mental Health Services for Homeless Persons, Inc. for crisis intervention services for the Children Who Witness Violence Program for the period 1/1/2013 - 12/31/2013 to extend the time period to 12/31/2014 and for additional funds in the amount not-to-exceed \$449,150.00. Funding Source: 100% by general fund. However, Mental Health Services for Homeless Persons obtains funds earmarked from the state for this same project( VOCA and SVAA funding).

Felicia Harrison, Public Safety, presented. Ed FitzGerald motioned to approve the item; Dale Miller seconded. Item BC2014-13 was unanimously approved.

BC2014-14 Department of Health and Human Services/Cuyahoga Job and Family Services recommending an award on RQ28692 and enter into a contract with The Centers for Families and Children in the amount not-to-exceed \$287,944.00 for computer-based employment readiness and job skills training for Work required Ohio Works First recipients for the period 2/1/2014 - 1/31/2015. Funding Source: Temporary Assistance to Needy Families Funds.

Rick Werner presented. Ed FitzGerald motioned to approve the item; Mark Parks seconded. Item BC2014-14 was unanimously approved.

BC2014-15 Department of Health and Human Services/ Community Initiatives Division/Office of Early Childhood Recommending an award on RQ29581 and enter into a contract with Starting Point in the amount not-to-exceed \$187,406.00 for administration of the Early Care and Education Center Capacity and Expansion Program for the Invest in Children for the period 1/1/2014 - 12/31/2015. Funding Source: 100% Health and Human Services levy funds.

Rick Werner presented. Ed FitzGerald motioned to approve the item; Dale Miller. Item BC2014-15 was unanimously approved.

## 6. Other Business

BC2014-16 Department of Public Works a) Submitting an RFP exemption which will result in an amendment to contract with Cleveland Thermal, LLC for central heating and cooling services for various Cuyahoga County facilities, for the period 6/1/1993 through 12/31/13, to extend the time period to 1/31/14 and for additional funds in the anticipated cost of \$318,147.00. b) Submitting an amendment to contract with Cleveland Thermal, LLC for central heating and cooling services for various Cuyahoga County facilities, for the period 6/1/1993 through 12/31/13, to extend the time period to 1/31/14 and for additional funds in the anticipated cost of \$318,147.00. Funding Source: 100% General Fund.

Bonnie Teeuwen presented. Ed FitzGerald Motioned to approve the item; Bonnie Teeuwen seconded. Item BC2014-16 was unanimously approved.

BC2014-17 Department of Public Works a) Requesting approval of an alternative procurement process which will result in an award on RQ29684 to A & A Safety, Inc., for purchase of a portable traffic signal as part of the Columbus Bridge repair project in the City of Bedford, in the amount not-to-exceed \$60,800.00. b) Recommending an award RQ29684 to A & A Safety, Inc., for purchase of a portable traffic signal as part of the Columbus Bridge repair project in the City of Bedford, in the amount not-to-exceed \$60,800.00. Funding Source: Roads & Bridges Fund.

Mike Chambers presented. Ed FitzGerald Motioned to approve the item; Bonnie Teeuwen seconded. Item BC2014-17 was unanimously approved.

#### 7. Public Comment

There was no public comment.

#### 8. Adjourn

Ed FitzGerald motioned to adjourn; Bonnie Teeuwen seconded. The motion to adjourn was unanimously approved at 11:41 a.m.

### 5. Scheduled Items

#### BC2014-18

*Title: OPD requesting approval of purchase with AT&T Corp. for Relocation of CAMA Trunk Lines on RQ29308*

##### A. Scope of Work Summary

1. Office of Procurement & Diversity requesting approval of purchase with AT&T Corp. for Relocation of CAMA Trunk Lines for Connectivity for the Next Generation 9-1-1 project in the amount of \$106,021.20.
2. The primary goal of the project is relocation of additional current 9-1-1 trunk lines that host Centralized Automatic Message Accounting (CAMA); Estimated 106 Total Trunk Relocations.
3. This request is due to an under-estimate on RQ28314, PO1312629 (CPB2013-729).

## B. Procurement

1. The procurement method for this project was an Exemption for the Public Utility 911 System, permitted under the Purchasing Policy & Procedures Ordinance, Section 3.03(l) without competitive bidding.
2. The Justification for other than Full and Open Competition was reviewed and approved by OPD on 11/20/2013, and CPB Approval on 12/2/2013 (CPB2013-943).
3. A revised Justification was reviewed by OPD on 12/18/2013; a recommendation to amend Contracts and Purchasing Board approval on item CPB2013-943 by changing the amount not-to-exceed from \$65,013.00 to \$106,021.20 was approved on 12/30/2013 under #CPB2013-1024.

## C. Contractor and Project Information

1. The address of the vendor is:  
AT&T Corp.  
45 Erieview Plaza, Room 1360  
Cleveland, OH 44114
2. The contact for the contractor is: Scott E. Maurer, Account Manager, (216)-822-0723.
- 3.a. The address or location of the project is: various
- 3.b. The project is located in Council District: various

## D. Project Status and Planning

1. Project broke into two categories: One-time & Annual recurring costs (5 years).
2. TAC approval was waived by Jeff Mowry (see RQ28314, email dated 7/25/13 ).

## E. Funding

1. The project is funded by 9-1-1 Wireless Assistance Fund (JA106773)
2. The schedule of payments is per circuit, as determined by Cuyahoga County.

## **BC2014-19**

### A. Scope of Work Summary

1. The Office of Procurement & Diversity is Recommending an Award and Submission of Contract on RQ29262 to Shaw Industries, Inc. for Shaw carpet for various County locations for the Department of Public Works in the amount not-to-exceed \$400,000.00 for the period February 1, 2014 through January 31, 2015.
2. The Vendor will supply the high quality Shaw carpeting and provide high-quality workmanship and superior customer services to avoid customer dissatisfaction and avoid disruption of services due to product failure.
3. Service will also include the following:
  - a) Vendor agrees to stock an adequate amount of carpet and supplies so that service can be accomplished with limited delay or down-time.
  - b) Move any furniture
  - c) Remove existing carpeting
  - d) Perform all necessary repairs and floor prep required for new carpet installation

- e) Return furniture to its original location/configuration
- f) Remove, recycle/dispose of existing carpeting
- g) Vendor must immediately notify the owner in the event that any piece of furniture or office equipment that is damaged and if necessary replace said items.

#### B. Procurement

1. Alternate Procurement Method was approved by BC2013-307 on 11/12/2013. Bid was sent to three State Term Vendors and only Shaw Industries, Inc. was the only bidder and is being recommended for the award.
2. The total value of the Closed RFB was in the amount of not-to-exceed \$400,000.00. The SBE goal was 0% participation.

#### C. Contractor And Project Information

- 1.a. Shaw Industries, Inc.
  - 616 East Walnut Avenue
  - PO Drawer 2128, MD061-04
  - Dalton, GA 30722-2128
- 1.b. Denise Lee, Project Manager (770) 276-7503
  - Primary Owner - Berkshire Hathaway - 100% (402) 246-1400

#### D. Project Status And Planning

1. The project is needed to maintain a clean and safe environment at various county buildings to protect the health of the occupants of the buildings.
2. The resulting contract will be for the period of February 1, 2014 - January 31, 2015.
3. A performance bond is required for this item. The performance bond and related contract documents are due 14 days after the recommendation of award.
4. This is a bid utilizing the pilot project with contract being submitted at time of bid closing.

#### E. Funding

1. The contract is funded 100% by General Fund (CC768119/0278)
2. Schedule of payments will be paid for by releases against the contract in accordance with the terms of the contract.

### **BC2014-20**

#### A. Scope of Work Summary

1. Juvenile Court is requesting approval of award recommendation and approval of a contract for the Court Unruly Program with Ohio Guidestone for the time period of February 1, 2014 to January 31, 2016, with the not-to-exceed amount of \$242,500.00.
2. The primary goals of the project are to provide services for youth diverted from formal Court action through a Court Unruly Program consisting of assessment and case management services
3. N/A.

#### B. Procurement

1. The procurement method for this project was an RFP (#28490). The total value of the RFP is \$242,500.00.

2. The above RFP closed on October 21, 2013. There was no SBE goal.
3. There were three (3) proposals submitted to OPD. The three (3) proposals were submitted for review and one (1) vendor was selected to provide services.

C. Contractor and Project Information

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

Ohio Guidestone  
202 East Bagley Road  
Berea, Ohio 44017  
Council District: 5

2. The President and CEO of Ohio Guidestone is Richard Frank
- 3.a Project is located throughout various community locations (i.e. family homes, schools, etc.)
- 3.b. The project is located in various council districts.

D. Project Status and Planning

1. This project reoccurs annually.
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

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