

**Cuyahoga County Contracts and Purchasing Board**  
**February 24, 2014 11:30 A.M.**  
**Lakeside Place - Council Offices - Board Room**  
**323 W. Lakeside Avenue, 4<sup>th</sup> Floor**

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

**A. Tabled Items**

Item	Requestor	Description	Board Action
CPB2014-79	Department of Workforce Development	Submitting a contract with Professional Placement Services, LLC dba Superior Payroll Processing LLC in the amount not-to-exceed \$1,040.00 for the On-the-Job Training Program for the period 11/11/2013 - 2/11/2014.  Funding Source: 100% by WIA funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**B. Scheduled Items**

Item	Requestor	Description	Board Action
CPB2014-118	Department of Development	a) Submitting a contract with URS Corporation - Ohio in the amount not-to-exceed \$41,500.00 for Brownfield Environmental Site assessment services of Henninger Landfill Redevelopment site located at West 25th - Pearl Road and Henninger Road, Cleveland, for the period 2/24/2014 - 9/22/2014.  b) Submitting a Grant of Right of Entry, Consent and Release from Liability in connection with said project site.  Funding Source: Brownfield Revolving Loan Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-119	Office of Procurement & Diversity	Recommending an award:  <u>Department of Information Technology</u> a) on R29681 to Integrated Precision Systems, Inc. (1-1) in the amount of \$97,081.69 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.  Funding Source: 100% by Capital Project Future Debt Issue	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-120	Department of Public Safety	Submitting an agreement with City of Mentor for reimbursement of eligible expenses in the amount of	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove

	and Justice Services/Public Safety Grants	\$3,250.00 in connection with the FY2012 State Homeland Security Grant Program for the period 1/10/2014 - 3/1/2014.  Funding Source: Department of Homeland Security through Ohio Emergency Management Agency	<input type="checkbox"/> Hold
CPB2014-121	Department of Health and Human Services/ Division of Children and Family Services	Recommending awards on various requisitions and enter into contracts with various providers in the total amount of \$10,000.00 for adoption services for the period 1/1/2014 - 12/31/2014:  a) on RQ30171 with Catholic Social Services of the Upper Peninsula, Inc. in the amount not-to-exceed \$5,000.00.  b) on RQ30172 with CASI Foundation for Children, Inc. in the amount not-to-exceed \$5,000.00.  Funding Source: 100% Health and Human Services Levy Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**C. Exemption Requests -**

Item	Requestor	Description	Board Action
CPB2014-122	Department of Public Works	Submitting an RFP exemption which will result in an award recommendation to RMS Investment Corporation in an amount TBD for lease of office space for the period 6/1/2014 - 5/31/2019 with a renewal option for the period 6/1/2019 - 5/31/2024 for use by the Auto Title Division.  Funding Source: Auto Title Division Certificate of Title Funds  1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)  The Auto Title Division (ATD) will lease space from RMS Investment Corporation (RMS) within the Golden Gate Plaza to be used as a Branch Office Location to process auto and boat title transactions. ATD would like to negotiate a 5 year lease with a 5 year renewal option. The 5 year lease would be valid 6/1/2014 through 5/31/2019; the 5 year renewal option would be valid 6/1/2019 through 5/31/2024.  2. Estimated Dollar Value and Funding Source(s) including	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</p> <p>ATD does not receive subsidies from the County's General Fund due to annual revenue collected from titling fees exceeding annual operating expenditures. The funding for the initial term of the 5 year lease would cost approximately \$650,000 to be paid 100% out of the ATD's Certificate of Title Fund; detailed by year below:</p> <p>Year 1 = \$325,000  Year 2 = \$77,500  Year 3 = \$80,000  Year 4 = \$82,500  Year 5 = \$85,000</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Due to the nature of the auto title business, ATD Branch Office Locations need to be conveniently located near Ohio Bureau of Motor Vehicle's Deputy Registrars and Ohio Department of Public Safety's Driver's Exam Testing Centers. These three government entities supply different components to customers completing transactions within the spectrum of vehicle services. For example: auto dealers and customers (Cuyahoga County Citizens) need to process title transactions to transfer ownership of vehicles prior to successfully completing registration and license plate transactions with at a BMV's Deputy Registrar. Another example: an individual must first successfully pass the driver's exam at the Public Safety Office; second must process a transaction with the BMV Deputy Registrar to obtain a valid Ohio driver's license; third transfer ownership of the vehicle into his/her name at the Title Office (also requiring the presentation of the driver's license at the Title Office for identification purposes); fourth must go back to the BMV Deputy Registrar to process transactions for vehicle registration and license plates. The "One-Stop-Shop Model" of having these three government entities in close proximity for auto dealers and customers increases customer service levels, increases customer awareness of vehicle services processes and reduces confusion; decreases turn-around time to complete the end product for auto dealers and customers; eliminates drive time between government entities to complete different components of the vehicle services</p>	
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		<p>spectrum. Increasing customer service levels and providing a convenient location in close proximity to the other government entities will help attract more auto dealers and customers to process title transactions in Cuyahoga County; this will result in more title fees collected and increased revenues for the ATD's Certificate of Title Fund.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>No other option was evaluated for a North East ATD Branch Office Location. The Golden Gate Plaza offers the closest proximity to the Deputy Registrar and the Driver's Exam Testing Center.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The most significant factor for selecting this location is proximity to the Deputy Registrar and the Driver's Exam Testing Center located within the Golden Gate Plaza. Auto dealers and Cuyahoga County Citizens deserve this level of customer service and convenience for processing vehicle services transactions. At the same time, this location provides the most potential to collect more titling fees and generate more revenue for the ATD Certificate of Title Fund.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>The Golden Gate Plaza has limited units available that are in the appropriate square footage range for use by an Auto Title Branch Office. This new Auto Title Branch Office must be operational prior to July of 2014 (less than 7 months away) due to the operations of the Main Auto Title Office (currently located at 1261 Superior) moving to the New County Administration Building.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>The County needs to continue to promote inter-governmental cooperation with State entities and strive to develop positive working relationships to better serve the</p>	
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		citizens and auto dealers within Cuyahoga County.	
CPB2014-123	Department of Information Technology	<p>Submitting an RFP exemption on RQ29828, which will result in an award recommendation to TEC Communications, Inc. in the amount of \$24,000.00 for technical support for the Fiscal Office Call Center applications for the period 1/1/2014 - 12/31/2017.</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>This contract will be for a period of four years to provide ongoing technical support for the Fiscal Office Call Center applications. It includes ongoing support and maintenance for modifications to existing configuration such as greetings, wrap up codes, not ready codes, etc. The contract includes support for Call Center, Board of Revision, Treasury and Map Room. The contract will be for the period of 1/1/14 – 12/31/17.</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>Contract will be for \$24,000.00 (\$6,000.00 per year).</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Vendor is a State of Ohio Vendor. #533110-3</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>None - went with State Vendor.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Vendor designed, built and implemented Call Center.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>award was made through a competitive bid.</p> <p>Maintaining the Call Center is vital to insure that County residents can reach the appropriate department with any questions or concerns.</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>None at this time.</p>	
CPB2014-124	Department of Human Resources	<p>Submitting an RFP exemption, which will result in an amendment to an agreement with Medical Imaging Diagnostics, LLC dba Breast Care Center for on-site mammography services for County employees for the period 5/1/2011 -12/31/2013 to extend the time period 12/31/2014; no additional funds required.</p> <p>Funding Source: N/A</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Contract amendment to extend scope of services an additional year from contract end date to 12/31/14 for annual on-site mammogram services to county employees.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</p> <p>There are no dollars associated with the original contract or this amendment. The services are paid for by the employee's medical coverage.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The county's medical plan provides for an annual mammography for employees; mammograms were completed the final two weeks of December 2012; one calendar year must pass for the employee to receive another mammogram. RFQ was done in 2011, however, this vendor is the only mobile mammogram provider in</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>Northern Ohio.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>This is the only provider in Northern Ohio.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>This is the only provider in Northern Ohio.</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>No other providers.</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>None.</p>	
CPB2014-125	Department of Health and Human Services/ Cuyahoga Job and Family Services	<p>Submitting an RFP exemption on RQ29752, which will result in an award recommendation to Ohio Desk in the amount of \$1,295.70 for the purchase of 1 ADA Accommodation Desk Chair.</p> <p>Funding Source: Funded 92% by State and Federal sources and 8% by local sources</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Ohio Desk provides state term schedule pricing for an ergonomic chair prescribed as an ADA accommodation for an OCSS employee by the county's Department of Human Resources and also by the Ohio Bureau of Workers' Compensation which meets the following description: Steelcase LEAP Plus 462 series work chair, adjustable seat depth, upholstered and with additional padding added to the seat.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>original contracted amount and additional amount, if any)</p> <p>Per State of Ohio Contract pricing for Steelcase #STS-7771401208: cost of LEAP Plus 462 series work chair with additional padding to seat- \$1,295.70; Funded 92% by State and Federal sources and 8% by local sources.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The pricing of Steelcase ergonomic office furniture is pursuant to Steelcase Inc.'s State Term Schedule with the State of Ohio, Contract # 7771401208 which expires on 06/30/2014. The vendor, Ohio Desk, is on the state term schedule for furniture purchases and is the primary dealer of Steelcase products in northern Ohio.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>A Furniture Request Form sent to the Department of Public Works requesting a chair to meet this ADA accommodation was returned with the notation that no such chair was available.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The Department of Human Resources was provided medical documentation by the OCSS employee indicating an ADA accommodation need. HR determined that the ADA accommodation was reasonable and arranged for the vendor (Ohio Desk) to fit the employee with the prescribed chair based on the employee's needs and her conferring with the Ohio Bureau of Workers' Compensation. The OCSS employee was then fitted for the prescribed ADA accommodation chair by Ohio Desk as directed by HR and per the specifications recommended by the Ohio BWC.</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>N/A</p>	
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		<p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>None.</p>	
CPB2014-126	<p>Department of Health and Human Services/ Department of Children and Family Services</p>	<p>Submitting an RFP exemption, which will result in amendments to contracts with various providers for placement services for the period 10/1/2011 - 12/31/2013:</p> <p>1) For additional funds:</p> <p>a) Contract No. CE1100616-01 with Alliance Human Services, Inc. in the amount of \$25,000.00.</p> <p>b) Contract No. CE1100622-01 with Caring for Kids, Inc. in the amount of \$15,000.00.</p> <p>c) Contract No. CE1100610-01 with Diversion Adolescent Foster Care of Ohio, Inc. in the amount of \$38,000.00.</p> <p>d) Contract No. CE1100612- 01 with In Focus of Cleveland, Inc. in the amount of \$1,000.00.</p> <p>e) Contract No. CE1100772- 01 with Fox Run: The Center for Children and Adolescents in the amount of \$30,000.00.</p> <p>f) Contract No. CE1100672-01 with House of New Hope in the amount of \$14,000.00.</p> <p>g) Contract No. CE1100624-01 with National Youth Advocate Program, Inc. in the amount of \$270,000.00.</p> <p>h) Contract No. CE1100628-01 with S.T.A.R.T. Support to At-Risk Teens in the amount of \$135,000.00.</p> <p>2) for a decrease:</p> <p>i) Contract No. CE1100623-01 with Catholic Charities Services Corporation dba (Parmadale) in the amount of (\$528,000.00).</p> <p>Funding Source: Federal 29%; HHS Levy 71%</p> <p>1. Description of Supplies or Services (If contract</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

		<p>amendment, please identify contract time period and/or scope change)</p> <p>The Division of Children and Family Services (DCFS) is requesting authorization to amend contracts for nine providers: Alliance, Caring For Kids, Catholic Charities, Diversion, In Focus, Fox Run, House of New Hope, NYAP, and START. We wish to decrease Catholic Charities contract and reallocate the funds to increase the other providers' contracts.</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 all contracts is \$528,000</p> <p><u>Increase</u></p> <p>Alliance Human Services - \$25,000</p> <p>Caring for Kids - \$15,000</p> <p>Diversion - \$38,000</p> <p>In Focus - \$1,000</p> <p>Fox Run - \$30,000</p> <p>House of New Hope - \$14,000</p> <p>National Youth Advocate - \$270,000</p> <p>S.T.A.R.T. Support to at Risk Youth - \$135,000</p> <p>Total Increase: \$528,000</p> <p><u>Decrease</u></p> <p>Catholic Charities \$528,000</p> <p>Total Decrease = \$528,000</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p>	
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		<p>The amendment of the contracts will allow DCFS to continue to utilize providers for Board and Care of the children who come into out of home care.</p> <p>Historically, Board and Care contracts were exempt from the competitive bidding process per the following statement “This service is exempt from state law bidding requirements, per R.C. 307.86. The service involved with this contract is program services, which are specifically exempted from the state law RFP process”. Therefore, providers were selected based upon the range of services available that could be provided to youth in need of placement.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>No other vendors were evaluated as we are currently in a contract cycle that ends December 31, 2013.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The providers were selected based upon the range of services they offered that best meet the needs of youth needing placement.</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>Placement services for youth in care would be interrupted thus affecting the stability, safety and treatment needs of youth served by the agency requiring this service.</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>DCFS is currently in the process of approving 34 new contracts that were selected through an RFQ process. All providers in this amendment will receive new contracts with DCFS based on the results of the aforementioned RFQ process.</p>	
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## D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2014-127	Sheriff's Department	Submitting an amendment to Contract No. AG1300239 with The MetroHealth System for certain management, health care and related services for the Cuyahoga County Corrections Center for the period 1/1/14 – 2/28/14, to extend the time period to 3/31/14; no additional funds required.  Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-128	Department of Public Works	Submitting an amendment to Contract No. CE1200148-01 with Joshen Paper & Packaging Co. for paper and plastic supplies for various County buildings for the period 2/1/2012 - 1/31/2014 to extend the time period to 5/31/2014; no additional funds required.  Funding Source: 100% Internal Service funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-129	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: Revenue Generating	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-130	Department of Information Technology	Submitting an amendment to Contract No. CE1300351-01 with Service Express, Inc., for server maintenance county-wide for the period of 3/1/2013 - 2/28/2018 to change the terms, effective 1/1/2014; no additional funds required.  Funding Source: Original contract: General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-131	Department of Human Resources	Submitting an amendment to Contract No. CE1300496 with Northwest Group Services Agency, Inc. for flexible spending account administration for the period 1/1/2014 - 12/31/2016 to change the scope of services, effective 10/31/2013; no additional funds required.  Funding Source: 100% Self Insurance Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-132	Common Pleas Court/ Corrections Planning Board	Submitting a grant agreement with Ohio Department of Rehabilitation and Correction in the amount of \$75,000.00 for the Smart Ohio Model Pilot Grant Program for the period 3/1/2014 - 6/30/2015.  Funding Source: Ohio Department of Rehabilitation and Correction grant funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-133	Department of Public Safety and Justice	Submitting an amendment to a grant agreement with United States Department of Justice/Bureau of Justice Assistance for the National Prison Rape Elimination	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

	Services	Act Grant Program for the period 4/1/2013 - 3/31/2014 to extend the time period to 9/30/2014.  Funding Source: National PREA Resource Center/US Department of Justice	
CPB2014-134	Department of Public Safety and Justice Services	Submitting various grant agreements with Ohio Emergency Management Agency for various grant projects in connection with FY2013 State Homeland Security Grant Program for the period 9/1/2013 - 5/30/2015:  a) for the Specialty Response Team Sustainment Project in the amount of \$78,750.00.  b) for the Specialty Response Team Sustainment and Regional Capabilities Project in the amount of \$257,250.00.  c) for the Specialty Response Water Rescue Team Sustainment Project in the amount of \$90,453.30.  Funding Source: Department of Homeland Security through the Ohio Emergency Management Agency	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-135	Department of Public Safety and Justice Services	Submitting a grant agreement with Ohio Emergency Management Agency in the amount of \$202,650.00 for the Training and Exercise project for FY2013 State Homeland Security Grant Program for the period 9/1/2013 - 5/30/2015.  Funding Source: Department of Homeland Security through the Ohio Emergency Management Agency	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-136	Department of Public Safety and Justice Services/Public Safety Grants	Submitting an agreement with City of Rocky River for the purchase of equipment, valued in the amount not-to-exceed \$38,424.75 in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 7/31/2013.  Funding Source: FY 10 Urban Area Security Initiative funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-137	Department of Public Safety and Justice Services/Witness/Victim	Submitting an amendment to Contract No. CE1300223-01 with Mental Health Services for Homeless Persons, Inc. for the EXODUS Project in connection with the FY2010 Juvenile Justice and Delinquency Prevention Reducing Disproportionate Minority Contact program for the period 4/1/2013 - 12/31/2013 to extend the time period to	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		9/30/2014; no additional funds required.  Funding Source: 100% for the Ohio Department of Juvenile Justice and Delinquency Prevention.	
CPB2014-138	Office of Procurement & Diversity	Presenting voucher payments for the week of 2/24/2014.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
CPB2014-139	Department of Development	Submitting voucher payments/housing rehab loans for the week 02/13/14 – 02/20/14.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold

**V. Other Business**

**VI. Public Comment**

**VII. Adjourn**

**Minutes**

Cuyahoga County Contracts and Purchasing Board  
February 18, 2014 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:

County Executive Ed FitzGerald  
Chief of Staff Matt Carroll  
Councilman Dale Miller  
Richard Opre (alternate for Lenora Lockett, Procurement and Diversity)  
Public Works Director Bonnie Teeuwen

At the February 18, 2014 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 February 10, 2014 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

CPB2014-96 Department of Development recommending an award on RQ28987 and enter into an agreement with the Cuyahoga County Planning Commission in the amount not-to-exceed \$81,000.00 for coordination services for development of a Cuyahoga Housing Consortium 5-Year Consolidated Plan for the period 2/3/2014 - 12/31/2015. Funding Source: federal Home Investments Partnerships Program (HOME Program) Administrative funds.

Paul Herdeg, Department of Development presented. Discussion ensued regarding the potential for the study to be utilized as a housing plan for the County. Item CPB2014-96 was unanimously approved.

CPB2014-97 Department of Human Resources submitting a revenue generating agreement with Cuyahoga Soil and Water Conservation District in the amount not to exceed \$3,840.00 for consulting/support services for the period of 1/22/2014 - 12/31/2014. Funding Source: Revenue Generating.

Lisa Durkin, Human Resources, presented. Item CPB2014-97 was unanimously approved.

CPB2014-98 Department of Workforce Development Submitting contract with various providers for the On-the-Job Training Program:

- a) Adalet/Scott Fetzer Company in the amount not-to-exceed \$3,012.50 for the period 12/16/2013 - 5/14/2014.
- b) AJ Rose Manufacturing Co. in the amount not-to-exceed \$1,203.30 for the period 12/30/2013 - 4/10/2014.
- c) Granex Industries, Inc. in the amount not-to-exceed \$3,000.00 for the period 9/23/2013 - 4/6/2014.

Funding Source: Western Reserve Fund

Clerk Melinda Burt presented on behalf of the Department of Workforce Development. Item CPB2014-98 was unanimously approved.

CPB2014-99 Medical Examiner submitting a revenue generating agreement with City of North Royalton in the amount of \$15,000.00 for crime lab testing services for the period 1/1/2014 - 12/31/2015. Funding Source: Revenue Generating

Clerk Melinda Burt presented on behalf of the Medical Examiner's Office. Item CPB2014-99 was unanimously approved.

CPB2014-100 Juvenile Court recommending awards on various requisitions and enter into agreements with various municipalities for the Community Diversion Program for the period 2/18/2014 - 12/31/2014:

- a) on RQ28921 with City of Shaker Heights in the amount not-to-exceed \$11,000.00.
- b) on RQ28929 with City of Warrensville Heights in the amount not-to-exceed \$3,600.00.

for the period 1/1/2014 - 12/31/2014:

- c) Village of Gates Mills in the amount not-to-exceed \$0.00.

Funding Source: 100% General Funds

Clerk Melinda Burt presented on behalf of Juvenile Court. Item CPB2014-100 was unanimously approved.

CPB2014-101 Department of Public Safety and Justice Services/Public Safety Grants submitting an agreement with the City of South Euclid in the amount not-to-exceed \$3,250.00 for reimbursement of eligible training expenses in connection with the FY2012 State Homeland Security Program for the period 1/10/2014 - 3/1/2014. Funding Source: Department of Homeland Security through Ohio Emergency Management Agency grant funds.

Felicia Harrison, Department of Public Safety and Justice Services presented. Item CPB2014-101 was unanimously approved.

CPB2014-102 Department of Health and Human Services recommending an award on RQ29539 to Cuyahoga Health Access Partnership in the amount not-to-exceed \$50,000.00 for administration of a Countywide health access plan for the period 1/1/2014 - 12/31/2015. Funding Source: 100% Health and Human Services Levy funds.

Rick Werner, Director of Department of Health and Human Services, presented. Item CPB2014-102 was unanimously approved.

CPB2014-103 Department of Health and Human Services/ Community Initiatives Division/Office of Homeless Services recommending an award on RQ29765 to Metanoia Project Inc. in the amount of \$25,000.00 for temporary overnight shelter services for the period 1/1/2014 - 5/31/2014. Funding Source: Health & Human Services Levy funds.

Rick Werner, Director of Department of Health and Human Services, presented. Item CPB2014-103 was unanimously approved.

### C. Exemption Requests

CPB2014-104 Department of Development submitting an RFP exemption, which will result in amendments to contracts with various non-profit agencies for foreclosure prevention services for Low



and Moderate Income Urban County Residents for the period 1/1/2013 - 12/31/2013 to extend the time period to 4/30/2014:

- a) Contract No. CE1300331-01 with Cleveland Housing Network and for additional funds in the amount of \$20,000.00.
- b) Contract No. CE1300051-01 with Community Housing Solutions and for additional funds in the amount of \$3,750.00.
- c) Contract No. CE1300052-01 with East Side Organizing Project and for additional funds in the amount of \$12,500.00.
- d) Contract No. CE1300053-01 with Home Repair Resource Center and for additional funds in the amount of \$2,100.00.
- e) Contract No. CE1300054-01 with Neighborhood Housing Services and for a decrease in the amount of (\$40,120.00).

Funding Source: Federal Community Development Block Grant funds

Paul Herdeg, Department of Development presented. Item CPB2014-104 was unanimously approved.

CPB2014-105 Department of Public Safety and Justice Services/ Office of Emergency Management Submitting an RFP exemption on RQ29843, which will result in an award recommendation to Motorola Solutions, Inc. in the amount of \$34,966.80 for the purchase of 4 dispatch consoles and 4 chairs for relocation offices for use by County Sherriff. Funding Source: 100% General Fund.

Felicia Harrison, Department of Public Safety and Justice Services presented. Discussion ensued regarding capabilities/specifications of chairs to be purchased, whether any chairs are being replaced, and if so – the repurposing of old chairs. Item CPB2014-105 was unanimously approved.

#### D. Consent Agenda

CPB2014-106 Department of Public Works submitting a Local Public Agency (LPA) agreement with Ohio Department of Transportation in connection with the repair and resurfacing of Madison Avenue from Riverside Drive to West 117th Street in the City of Lakewood. Funding Source: Road and Bridge Funds.

Item CPB2014-106 was unanimously approved.

CPB2014-107 Department of Public Works a) Submitting an amendment (Subsidiary No. 1) to Contract No. CE1200208-01 with Perk Company, Inc. for resurfacing, restoration and rehabilitation of Snow Road/Rockside Road from Broadview Road to Lombardo Road in the Cities of Parma and Seven Hills for a decrease in the amount of (\$278,599.79). b) Recommending to accept the project as complete and in accordance with plans and specifications; requesting authority to release the escrow account, in

accordance with Ohio Revised Code Section 153.63. Funding Source: 80% Federal Funded, 10% Cities and 10% Cuyahoga County using funds from the \$5.00 Vehicle License Tax Fund.

Item CPB2014-107 was unanimously approved.

CPB2014-108 Department of Information Technology Submitting an amendment to Contract No. CE1300458-01 with MCPC, Inc. for professional services to project, manage and complete server and PC moves from the County Administration Building to various County buildings for the period 8/19/2013 - 10/4/2013 to extend the time period to 12/31/2015; no additional funds required. Funding Source: Original contract 100% General funds.

Item CPB2014-108 was unanimously approved.

CPB2014-109 Department of Information Technology Submitting an amendment to Contract No. CE1300455-01 with SHI International Corp. for crucial parts and products for the period 9/1/2013 - 8/31/2016 to change the terms, effective 2/1/2014; no additional funds required. Funding Source: 100% General Funds.

Item CPB2014-109 was unanimously approved.

CPB2014-110 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: Revenue Generating

Item CPB2014-110 was unanimously approved.

CPB2014-111 Office of Procurement & Diversity recommending to declare various property as surplus County property no longer needed for public use; recommending to sell said property via internet auction, in accordance with Ohio Revised Code Section 307.12(E). Funding Source: Revenue Generating.

Item CPB2014-111 was unanimously approved.

CPB2014-112 County Law Library submitting a grant agreement with Statewide Consortium of County Law Library Resource Boards in the amount of \$1,600.00 for cataloging services for the period 3/1/2014 - 6/30/2014. Funding Source: Statewide Consortium of County Law Library Resources Boards.

Item CPB2014-112 was unanimously approved.

CPB2014-113 Public Safety and Justice Services/ Public Safety Grants/ on behalf of the Medical Examiner's Office submitting a grant award in the amount of \$26,776.70 from U.S. Department of Justice/Office of Justice Programs, National Institute of Justice for the FY2013 Paul Coverdell Forensic Science Improvement Program for the period 10/1/2013 - 9/30/2014. Funding Source: Department of Justice, Office of Justice Programs, National Institute of Justice through the State of Ohio Criminal Justice Services Office.

Item CPB2014-113 was unanimously approved.

CPB2014-114 Department of Public Safety and Justice Services/Public Safety Grants submitting amendments to agreements for the Domestic Violence Project for the FY2012 STOP Violence Against Women Act Grant Program for the period 1/1/2013 - 12/31/2013 to extend the time period to 5/30/2014; no additional funds required:

- a) Agreement No. AG1300087-01 with City of Cleveland (Law Department)
- b) Agreement No. AG1300085-01 with City of Cleveland (Public Safety Department)

Funding Source: Office of Violence Against Women through the Ohio Office of Justice Services

Item CPB2014-114 was unanimously approved.

CPB2014-115 Department of Health and Human Services/Community Initiatives Division/ Office of Homeless Services submitting an amendment to Contract No. CE1300383-01 with Emerald Development and Economic Network, Inc. for permanent housing/move-in assistance services for veterans and their families for the period 7/1/2013 - 12/31/2013 to extend the time period to 6/30/2014; no additional funds required. Funding Source: 100% through re-directed state funds targeted to the Veterans Services Commission.

Item CPB2014-115 was unanimously approved.

CPB2014-116 Office of Procurement & Diversity presenting voucher payments for the week of 2/18/2014.

Item CPB2014-116 was unanimously approved.

CPB2014-117 Department of Development submitting voucher payments/housing rehab loans for the week 2/7/14 to 2/12/14.

Item CPB2014-117 was unanimously approved.

#### V. Other Business

No other business was presented.

#### VI. Public Comment

There was no additional public comment.

#### VII. Adjournment

A motion to adjourn was unanimously approved at 11:49 a.m.

### **IV. Contracts and Awards**

#### **A. Tabled Items**

**CPB2014-79****A. Scope of Work Summary:**

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of a contract for On-the-Job Training Program with Professional Placement Services, LLC for the anticipated cost of not more than \$1,040.00. The anticipated start-completion dates are 11/11/2013 to 2/11/2014.
2. The primary goals of the project are to hire and train one individual under an On-the-Job Training Program. The employer will be reimbursed 50% of the wages paid for the contract period.
3. The project is mandated by the ORC statute 307.86 (E): Specifically allowable program to assist employers in Workforce Investment Act.

**B. Procurement**

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

**C. Contract and Project Information**

1. Professional Placement Services, LLC

Council District #6

Principal Owners: Daniel J. O'Neill and Maurice R. Berns, Members

Professional Placement Services, LLC is a staffing company that recruits candidates to fill positions in the manufacturing, driving and sales industry. It has over 19 employees.

**D. Project Status and Planning**

1. This is a new contract. There is previous contract with this company and the last evaluation result is very satisfactory.
2. The OJT Program has already begun. The reason for the delay in the request is the contract negotiations with the employer and the fact that the department has to be responsive to the employer's hiring needs.

**E. Funding**

1. The project is funded 100% by WIA funds
2. The schedule of payments is by invoice received from the employer on a monthly basis.

**B. Scheduled Items****CPB2014-118****A. Scope of Work Summary**

1. Department of Development is requesting:

- I. Executive's signature on a zero amount agreement titled "Grant of Right of Entry, Consent and Release from Liability" for the below named project site.
- II. Executive approval by signature of a contract with URS Corporation for Environmental Services in the amount of \$41,500.00 at the proposed Henninger Landfill Redevelopment Site located at 11 parcels along Pearl & Henninger Roads, Cleveland, Ohio 44109. The start-completion dates are 02/24/2014 to 09/22/2014.

2. The primary goals of this project are:

- a. To assist in the environmental assessment of this site prior to redevelopment as a greenway connector between the TowPath Trail and MetroParks Zoo.
- b. To conduct Phase I environmental site assessment to determine former uses of properties on this site.
- c. Based on Findings of Phase I, a Phase II environmental investigation to be conducted to sample soil and ground water in both already identified areas and any not previously identified.

B. Procurement: RFQ20596, which closed on August 26, 2011. Of the eleven proposals submitted, URS Corporation was one of the five highest scoring firms approved for this program at the Contracts and Purchasing Board on November 14, 2011.

C. Contractor and Project Information:

1. URS Corporation

1375 Euclid Avenue Suite 600

Cleveland, Ohio 44115-1808

County Council District 6

2. URS is a publicly held Nevada and listed on the New York Stock Exchange under the symbol URS.

3a. The project is located along:

Pearl Road to West and North and Henninger Road to the South

Cleveland, Ohio 44109

3b. This Project site is in Council District 7.

D. Project Status and Planning:

1. The project is for both Phase I and Phase II brownfield assessment.

2. The brownfield assessment projects have typically two (2) phases. Phase I is a review of databases to determine historic uses of the site that may have caused potential environmental detriments to redevelopment of the site. The Phase II environmental investigation consists of sampling (soil, groundwater, and structures). Information gathered from a complete Phase II investigation is typically used to determine if remediation (clean-up /removal of contaminants) is needed prior to redevelopment of the site.

3. This project will commence after approval on February 24th 2014.

The time period will be for 210 days (02/24/14 to 09/22/14).

4. There is a DBE participation/goal of MBE 2.3% and WBE 6.2% for this assessment program. This project proposal estimates utilizing 13% of the contract for MBE services.

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

E. Funding:

1. The project is funded by Brownfield Revolving Loan Funds.
2. The schedule of payments is typically monthly invoice submissions from consultant.
3. This project is to allow for Phase II Environmental testing and along with sampling for Asbestos Containing Materials (ACM) that could potentially hinder the redevelopment of this property.

**CPB2014-119**

*Title: OPD 2014 Award Recommendation Integrated Precision Systems, Inc. for Department of Information Technology RQ29681*

A. Scope of Work Summary

1. The Office of Procurement & Diversity is requesting approval of an Award Recommendation with Integrated Precision Systems, Inc. for the amount of \$97,081.69 for security equipment for the Department of Information Technology.
2. The primary goals of this project is to procure new equipment for the County Crime Lab / Medical Examiner's Office. The equipment includes access control readers, indoor cameras, server and licensing.

B. Procurement

1. The procurement method for this purchase was Alternative Procurement Exemption, approved BC2014-22 on January 21, 2014.
2. There is no SBE goal for this purchase.

C. Contractor and Project Information

1. The address of the vendor is:  
Integrated Precision Systems, Inc.  
9321 Ravenna Road, Suite C  
Twinsburg, Ohio 44087  
(There is no County Council representation as the vendor is not in Cuyahoga County).

2. The primary owners for the vendor are:

Jim Butkovic, President  
Greg Ponchak, Vice President

3. The project will be installed at the Cuyahoga County Medical Examiner's Office.

4. Project Status and Planning

1. This is a new purchase for the County, using the same type of equipment for previous purchases relating to the upgrade in security at various County sites.

E. Funding

1. The project is funded 100% by Capital Project Future Debt Issue (CC767962).
2. Payment will be made via invoice.

**CPB2014-120**

Title: Public Safety and Justice Services 2014 Agreement FY12 SHSP Grant City of Mentor Training Reimbursement

**A. Scope of Work Summary**

1. Public Safety and Justice Services requesting approval of an agreement with the City of Mentor for the amount not exceed \$3,250. The start-end date of the agreement is January 10, 2014 through March 1, 2014.

2. The primary goals of the project are:

- Provide funding for First Responders to prepare for, prevent, respond to and recover from natural and man-made disasters.
- Provide funding for homeland security related equipment, training, exercises.

2. The reimbursed expenses for training involve a project to make available performance-level training to Cuyahoga County and Ohio Region 2 First Responders, specifically regional Urban Search & Rescue team members.

**B. Procurement**

1. The procurement method for this project was the grant agreement with OEMA. The County is reimbursed by OEMA for all allowable expenses. The FEMA training was an approved project.

2. The grant agreement will close on 7/31/2014

**C. Contractor and Project Information**

1. City of Mentor

8500 Civic Center Road

Mentor, Ohio 44060

Mentor is a Lake County municipality.

2. The President of Council is Ray Kirchner; City Manager, Kenneth Filipiak

**D. Project Status and Planning**

1. The UASI grant is awarded yearly based on DHS receiving funding from Congress and including Cleveland/Cuyahoga County in the list of recipient Urban Areas.

2. The reimbursed expenses for training involve an ongoing project to support specialized training to Cuyahoga County First Responders, including members of the Ohio Region 2 USAR Team.

**E. Funding**

1. The project is funded 100% by DHS through OEMA.

2. The grant is a reimbursement grant. Expenses are submitted for reimbursement as they occur.

**CPB2014-121**

*Title: 2014 New Adoption Contracts (2) Catholic Social Services of the Upper Peninsula, Inc, CASI Foundation for Children, Inc.*

## A. Scope of Work Summary

1. The Division of Children and Family Services is requesting authorization from the Cuyahoga County of Ohio to contract with two vendors for the contract period of January 1, 2014 to December 31, 2014 (see below for breakdown):

1. Catholic Social Services of the Upper Peninsula, Inc. (IG Registration # 13-0445) -\$5,000.00
2. CASI Foundation for Children, Inc. (IG Registration # 13-0441) - \$5,000.00

Total Amount-\$10,000.00

2. The primary goals of the project are to:

- The adoption private providers work collaboratively with DCFS to ensure that we find permanent homes for the children available for adoption.
- The specific adoption services that each private agency provides includes completion of adoptive home studies, supervision of adoptive placements and representation of approved adoptive families in the matching process.
- Through an agreement the private adoption agencies provide extended services and assistance to prospective adoptive families and the children in their care for stabilization.

3. In accordance with state and federal rules governing adoption DCFS is required to consider any family who can best meet the needs of the child who is available for adoption regardless of the family's geographic location. Therefore, DCFS is required to contract with various vendors outside of the county and state.

## B. Procurement

1. The procurement method for this project was exempt from the competitive bidding or RFP process due to the fact that adoption contracts are open to all licensed adoption providers. A Justification for Other than Full and Open Competition Request was completed and approved by OPD/CPB on October 10, 2012.

2. NA

3. NA

## C. Contractor and Project Information

1. The address of vendors and/or contractors are:

Catholic Social Services of the Upper Peninsula  
347 Rock Street  
Marquette, MI 49855  
Michael Angeli, President

CASI Foundation for Children, Inc.



2308 N. Cole Road, Suite E  
Boise, ID 83704  
Tammy J. Johnson, Executive Director

#### D. Project Status and Planning

1. The project reoccurs bi-annually.
2. The project is approaching a critical step because children are waiting for adoption; however the adoptions cannot be finalized if a contract isn't in place.

#### E. Funding

1. The project is funded 100% by the General Fund (Health and Human Services Levy).
2. The schedule of payments is by invoice.

#### C. Exemptions

*[See items CPB2014-122 - CPB2014-126 for detail in section C. Exemptions, above.]*

#### D. Consent Agenda

##### **CPB2014-127**

#### A. Scope of Work Summary

1. The Sheriff's Department is requesting approval to amend its inter-agency agreement with The MetroHealth System, to extend the time period through 3/31/14. No additional funds are required for this amendment.
2. The primary goals of the project are to have MetroHealth provide certain management, health care and related services for the Cuyahoga County Corrections Center. During the continued duration of this initial agreement, both parties will jointly assess the operations and plan for an expanded agreement for additional personnel and services.

#### B. Procurement

1. The procurement method for this project is an inter-agency agreement.

#### C. Contractor and Project Information

1. The MetroHealth System  
2500 MetroHealth Drive  
Cleveland, Ohio 44109
2. a. The CEO of The MetroHealth System is Dr. Akram Boutros.  
b. The MetroHealth System completed the required Vendor Registration process on September 7, 2012, IG #12-1893.

#### D. Project Status and Planning

1. The project is new to the County in this capacity.
2. The project will be completed in phases. The next steps are for both parties to jointly assess the operations and plan for an expanded agreement incorporating additional personal and services provided by The MetroHealth System.
3. The project is on a critical action path because the current initial agreement expires 2/28/14. Completion of this initial phase will enable the County and MetroHealth to complete project planning and drafting of the expanded agreement.

#### E. Funding

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

### **CPB2014-128**

#### A. Scope Of Work Summary

- 1) Cuyahoga County Department of Public Works, submitting an amendment Contract No. CE1200148 with Joshen Paper & Packaging Co., for Custodial Paper Supplies for various County buildings for the period of February 1, 2012 - January 31, 2014 to extend the term to May 31, 2014; no additional funds required.
- 2) Price not-to-exceed \$300,000.00. The primary goal is to keep Cuyahoga County supplied with best and lowest cost Custodial Paper Supplies. OPD has reviewed this item (01-15-14) and determined that it is ok to process in accordance with county policies/procedures/ordinances. \*Amendment.

#### B. Procurement

- 1) The procurement method was a RFB. The total value of the RFB is not to exceed \$300,000.00.
- 2) The RFB was closed on November 14, 2011 with the SBE participation goal @ 15%.
- 3) There were 14 bids pulled from OPD and 2 submitted for review with Joshen being the lowest and best bid.

#### C. Contractor And Project Information

Joshen Paper & Packaging Co.  
5808 Grant Ave.  
Cleveland, Ohio 44105  
(216) 441-5600  
Council District N/A  
Michelle Reiner, CEO

#### D. Project Status and Planning

- 1) The project is a service of an existing project.
- 2) The Department of Public Works rejected all bids on RQ28512 due to discrepancies in the contract boiler plate (to be corrected by Law) and is in the process of re-bidding to seek the lowest and best products.

#### E. Funding

- 1) The project is funded 100% by an internal service fund of Public Works.
- 2) The schedule of payments is by invoice.
- 3) This is an amendment to extend contract date term only with no increase to the contract. No history.

Schedule of Events

Advertise	January 21, 2014
Close	February 5, 2014
Tab sheets/OPD Review	February 11, 2014
Dept. makes Award Recommendation/Return of signed Tab Sheet	February 18, 2014
OPD prepares contract/submits to vendor	March 4, 2014
Vendor returns contract with related documents to OPD	March 25, 2014
OPD enters award recommendation and contract submission for CPB/BOC	April 15, 2014
CPB/BOC meeting date	May 6, 2014
Legal review	
Contract execution	June 1, 2014

**CPB2014-129**

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

Sale of property to:  
RET3 Job Corp.  
1814 E. 40th Street  
Cleveland, Ohio 44103  
Ken Kovatch - Director

**CPB2014-130**

A. Department of Information Technology, submitting an amendment to Contract No. CE1300351 with Service Express for County Wide support of all County servers for the period 3/1/13 - 2/28/18 to alter the pay schedule for professional services on Schedule A.

B. Procurement Method - STS Master Maintenance Agreement #38-3368786, also went out for informal bids and WEB posting and then negotiated a lower price.

C. Contractor: Service Express, Inc.

3854 Broadmoor Ave. SE  
Grand Rapids, MI 49512  
Council District: NA  
Owner: Mike McCullough, President

D. Project Status: Countywide 5 year server maintenance contract

E. 100% General Fund

**CPB2014-131**

A. Scope of Work Summary

1. Office of Human Resources requesting to amend contract with Northwest Group Services, Inc. in the amount of \$127,890.00 for the period January 1, 2012 - December 31, 2014, to reflect changes in Federal Law regarding the administration of Flexible Spending Accounts. No additional funds required.
2. The primary goal of the project is to provide Flexible Spending Accounts for County employees with all the advantages recently approved by the US Department of the Treasury.

B. Procurement

1. The procurement method for the original contract was RFQ. The total value of the RFQ is \$127,890.00.

C. Contractor and Project Information

1. The address of all vendors and/or contractors is  
Northwest Group Services Agency, Inc. DBA Northwest Group Services, Inc.  
1910 Indianwood Circle  
Maumee OH 43537  
Council District NA

D. Project Status and Planning

1. The project is for three years of the current contract.
2. The total cost is \$127,890.00 for the three year contract.

E. Funding

1. The project is funded 100% by Self Insurance Funds.
2. The schedule of payments is monthly by invoice.

**CPB2014-132**

Submitting a grant agreement with the Ohio Department of Rehabilitation and Correction. This is a revenue generating grant agreement and the amount of the award will vary based on the performance goals being met. Minimum expected award amount is \$75,000. The anticipated start-completion dates are 03/01/2014-06/30/2015.

The primary goals of the project are (list 2 to 3 goals).

To reduce the number of prison commitments for non-violent felony 4/5 offenders  
To increase the number of probationers terminated from probation without revocation.

In order to process the grant agreement as quickly as possible, Ohio Department of Rehabilitation and Correction is requesting the grant agreement be placed on the February 24th Executive agenda with the assumption that the grant agreement is approved. Please see attached request from the Ohio Department of Rehabilitation and Correction.

The application received DC approval on January 21, 2014.

**CPB2014-133**

*Title: Public Safety & Justice Services, 2014, Amend Grant Agreement, Prison Rape Elimination Act Grant Award (Grant #16035)*

A. Scope of Work Summary

1. Public Safety & Justice Services requesting approval of an amended agreement for the PREA Grant Award (Grant #16035), which will extend the performance period of the grant from April 1, 2013-September 30, 2014.

2. The primary goals of the project are:

Train staff and inmates in the City of Cleveland and County and regional jails on compliance with the Prison Rape Elimination Act (PREA).

Distribute informational brochures on PREA standards

3. N/A as this project is not mandated

B. Procurement

1. The procurement method was an application/proposal submitted to the National PREA Resource Center (approval to submit the application DC2013-49 DCA).

2. N/A

3. N/A

C. Contractor and Project Information

1. The City of Cleveland and the Cleveland Rape Crisis Center will be project partners in this project

A. City of Cleveland

601 Lakeside Ave.

Cleveland, OH 44114

B. Cleveland Rape Crisis Center

526 Superior Ave., Suite 1400

Cleveland, OH 44114

2. The President/CEO of the Cleveland Rape Crisis Center is Sondra Miller

Mayor Frank G. Jackson, City of Cleveland

3. The address or location of the project is same as above for now. As the project moves forward, there will likely be additional project locations (jails throughout Cuyahoga County), but that is to be

determined.

#### D. Project Status and Planning

1. This is a new project for the County, although the Prison Rape Elimination Act is on-going and compliance is required. This may mean additional project such as this in the future.
2. The project period is now April 1, 2013-September 30, 2014. There are no phases to the project.
3. The project is not on a critical action path. However, the project period has begun and the Feds expect the signed (WET SIGNATURE) item back as soon as possible.
4. This is a no cost extension of the performance period. The project has begun and the reason for delay in presenting this request was we were only allowed to request an extension.
5. The grant award needs WET SIGNATURE by February 24, 2014.

#### E. Funding

1. The project is 100% funded by grant dollars.
2. No schedule of payments has been established
3. N/A

#### **CPB2014-134**

*Novus Title: Department of Public Safety & Justice Services, 2014, Ohio Emergency Management Agency, Grant Agreement, FY2013 State Homeland Security Grant Program (Sustainment of Specialty Teams)*

#### A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of a grant agreement with the Ohio Emergency Management Agency for the FY13 State Homeland Security Grant Program (Sustainment of Specialty Teams) in the amount of \$78,750.00 for the period 9/1/2013-5/30/2015; requesting authority for Norberto Colon or Jerry Mullins to execute all fiscal and programmatic reports in connection with said grant.
2. The primary goals of the project are:
  - Sustaining and building core capabilities
  - Providing resources to sustain specialty teams

3. N/A

#### B. Procurement

1. N/A as this is a grant award
2. N/A
3. N/A

#### C. Contractor and Project Information

1. N/A as this is a grant award and vendors/contractors are TBD. However, the dollars will benefit first responders in Cuyahoga County and beyond.
2. N/A

3. N/A

D. Project Status and Planning

1. State Homeland Security Grant dollars are released yearly as long as Congress allocates funding.
2. N/A
3. This project is not on a critical action path
4. The project's term has already begun. The reason there was a delay in processing this request is that we just received the NOA from Ohio EMA.

E. Funding

1. The project is 100% funded through grants as it is a grant Notice of Award/Grant Agreement
2. There is no schedule of payments for this grant. All dollars must be expended and requests for cash complete by May 30, 2015.
3. N/A

*Novus Title: Department of Public Safety & Justice Services, Ohio Emergency Management Agency, Grant Agreement, FY2013 State Homeland Security Grant Program (Sustainment of Teams and Regional Capabilities)*

A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of a grant agreement with the Ohio Emergency Management Agency for the FY13 State Homeland Security Grant Program (Sustainment of Teams and Regional Capabilities) in the amount of \$257,250.00 for the period 9/1/2013-5/30/2015; requesting authority for Norberto Colon or Jerry Mullins to execute all fiscal and programmatic reports in connection with said grant.

2. The primary goals of the project are:  
Sustaining and building core capabilities  
Providing resources to sustain regional response teams

3. N/A

B. Procurement

1. N/A as this is a grant award
2. N/A
3. N/A

C. Contractor and Project Information

1. N/A as this is a grant award and vendors/contractors are TBD. However, the dollars will benefit first responders in Cuyahoga County and beyond.
2. N/A
3. N/A

D. Project Status and Planning

1. State Homeland Security Grant dollars are released yearly as long as Congress allocates funding.
2. N/A
3. This project is not on a critical action path
4. The project's term has already begun. The reason there was a delay in processing this request is that

we just received the NOA from Ohio EMA.

#### E. Funding

1. The project is 100% funded through grants as it is a grant Notice of Award/Grant Agreement

2. There is no schedule of payments for this grant. All dollars must be expended and requests for cash complete by May 30, 2015.

3. N/A

*Novus Title: Department of Public Safety & Justice Services, 2014, Ohio Emergency Management Agency, Grant Agreement, FY2013 State Homeland Security Grant Program (Sustainment of Water Rescue Team)*

#### A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of a grant agreement with the Ohio Emergency Management Agency for the FY13 State Homeland Security Grant Program (Sustainment of Water Rescue Team) in the amount of \$90,453.30 for the period 9/1/2013-5/30/2015; requesting authority for Norberto Colon or Jerry Mullins to execute all fiscal and programmatic reports in connection with said grant.

2. The primary goals of the project are:  
Sustaining and building core capabilities  
Providing resources to sustain the water rescue team

3. N/A

#### B. Procurement

1. N/A as this is a grant award

2. N/A

3. N/A

#### C. Contractor and Project Information

1. N/A as this is a grant award and vendors/contractors are TBD. However, the dollars will benefit first responders in Cuyahoga County and beyond.

2. N/A

3. N/A

#### D. Project Status and Planning

1. State Homeland Security Grant dollars are released yearly as long as Congress allocates funding.

2. N/A

3. This project is not on a critical action path

4. The project's term has already begun. The reason there was a delay in processing this request is that we just received the NOA from Ohio EMA.

#### E. Funding

1. The project is 100% funded through grants as it is a grant Notice of Award/Grant Agreement

2. There is no schedule of payments for this grant. All dollars must be expended and requests for cash complete by May 30, 2015.

3. N/A



**CPB2014-135**

Novus Title: Department of Public Safety & Justice Services, 2014, Ohio Emergency Management Agency, Grant Agreement, FY2013 State Homeland Security Grant Program (Training and Exercise)

**A. Scope of Work Summary**

1. Department of Public Safety & Justice Services requesting approval of a grant agreement with the Ohio Emergency Management Agency for the FY13 State Homeland Security Grant Program (Training and Exercise) in the amount of \$202,650.00 for the period 9/1/2013-5/30/2015; requesting authority for Norberto Colon or Jerry Mullins to execute all fiscal and programmatic reports in connection with said grant.

2. The primary goals of the project are:

Sustaining and building core capabilities

Providing resources for training and exercise opportunities

3. N/A

**B. Procurement**

1. N/A as this is a grant award

2. N/A

3. N/A

**C. Contractor and Project Information**

1. N/A as this is a grant award and vendors/contractors are TBD. However, the dollars will benefit first responders in Cuyahoga County and beyond.

2. N/A

3. N/A

**D. Project Status and Planning**

1. State Homeland Security Grant dollars are released yearly as long as Congress allocates funding.

2. N/A

3. This project is not on a critical action path

4. The project's term has already begun. The reason there was a delay in processing this request is that we just received the NOA from Ohio EMA.

**E. Funding**

1. The project is 100% funded through grants as it is a grant Notice of Award/Grant Agreement

2. There is no schedule of payments for this grant. All dollars must be expended and requests for cash complete by May 30, 2015.

3. N/A

**CPB2014-136**

*Title: Public Safety & Justice Services 2014 City of Rocky River Asset Transfer Agreement FY 10 Urban Area Security Initiative funds*

**A. Scope of Work Summary**

1. Public Safety and Justice Services requesting approval to enter into an agreement for a transfer of assets with the City of Rocky River. The asset transfer is in the amount of \$38,424.75. The primary goals of the project are;

- Provide funding for First Responder to prepare for, prevent, respond to and recover from natural and man-made disasters.
- Funding equips, trains, exercises and evaluates first responders in this goal
- Utilizing FY2010 Urban Area Security Initiative funds, Cuyahoga County purchased equipment utilized on behalf of the City of Rocky River.
- Urban Area Working Group Communications Committee awarded funding for equipment to police and fire departments throughout Cuyahoga County.

#### B. Procurement

1. The procurement method for this project was the grant agreement with OEMA utilizing FY 10 Urban Area Security Initiative funds (UASI) grant funds.
2. The performance period of the agreement is the grant period from August 1, 2010 – July 31, 2013. There is no termination date for the transfer of equipment as the equipment will remain with the City of Rocky River unless as noted in the agreement.

#### C. Contractor and Project Information

1. City of Rocky River  
21012 Hilliard Blvd.  
Rocky River, OH 44116  
Council Districts: 1
2. The Mayor of the City of Rocky River is Pamela E Bobst.

#### D. Project Status and Planning

1. This project is a one-time agreement with the City of Rocky River for an asset transfer. The agreement is utilizing FY 10 Urban Area Security Initiative grant funds which have been earmarked for this purpose through the Cuyahoga County Communications Committee under the Urban Area Working Group committees.
2. This is a one-time agreement to transfer the communications equipment to the City of Rocky River.

#### E. Funding

1. The project is 100% FY 10 Urban Area Security Initiative funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA).
2. Cuyahoga County procured the equipment in the amount of \$38,424.75 for the City of Rocky River. There is no transfer of funds, just equipment.

### **CPB2014-137**

#### A. Scope of Work Summary

1. PSJS/Witness Victim Service, submitting an amendment to Contract No. CE1300223-01 with Mental

Health Services, Inc. for \$25,000.00 for the period April 01, 2013-December 31, 2013 to extend the time period to September 30, 2014. No additional funds required.

2. The primary goal of the project is to decrease the number of minority youth engaged with the juvenile justice system by intervening and providing mental health assistance where appropriate.

3. The project is part of the Disproportionate Minority Contact initiative of OJJDP, run by the State of Ohio

#### B. Procurement

1. Justification for other than full and open competition approved by CPB 1/21/14

2. N/A

3. N/A

#### C. Contractor

1. Mental Health Services for Homeless Person, Inc-  
Susan Neth

1744 Payne Avenue  
Cleveland, Ohio 44114

2. Susan Neth, Executive Director

3A. N/A

3B. Services are available to any family living in Cuyahoga County, with priority given to families living in public housing.

#### D. Project Status and Planning

1. This is an extension of the existing project

2. N/A

3. N/A

4. The project's term has already begun. There was a delay in this request because this department needed additional time to secure an extension in funds from the State of Ohio.

5. N/A

#### E. Funding

1. The project is funded 100% for the Ohio Department of Juvenile Justice and Delinquency Prevention.

2. The schedule of payments is monthly upon invoice.

3. The project is an amendment to a contract. This amendment changes that date of the contract and it is the second amendment to the contract.

**CPB2014-138**

<b>Department/ Location Key:</b>					
AU: Fiscal Officer	CE: Public Works (Engineer)	CT: Public Works	JA: Cuyahoga County Public Safety and Justice Services	SH: Sheriff	TR: Treasurer
BE: Board of Elections	CF: Children & Family Svs.	DV: Development	JC: Juvenile Court	SA: Senior & Adult Svs.	WI: Workforce Development
CA: Court of Appeals	CL: Clerk of Courts	EC: Early Childhood	LLOO: Law library	SE: Support Enforcement Agency	WT: Employment & Family Svs.
CC-010: County Administration	CO: Common Pleas	HS: Health & Human Svs.	MI: HIV/AIDS Services	SM: Solid Waste District	
CC-002: Human Resources	CR: Medical Examiner	IS: Information Systems	OPD: Procurement and Diversity	ST: Public Works (Sanitary)	

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

<b>Requisition #</b>	<b>Requisition Date</b>	<b>Description</b>	<b>Dept/Loc</b>	<b>Total</b>
CE-14-30195	2/14/2014	Advertising - Resurfacing Ridgewood	CE / CE01	\$950.00
CE-14-29926	1/22/2014	Advertising - 2014 Resurfacing	CE / CE01	\$950.00
CE-14-30133	2/11/2014	Advertising - Mat'l Test Hotel	CE / CE01	\$950.00
CE-14-30136	2/11/2014	Adv Purch Services FFE & OSE Hotel	CE / CE01	\$950.00
CR-14-30119	2/10/2014	Lab Supplies - DNA/Drug Chem/Photo	CR / CR00	\$4,254.98
CR-14-30092	2/6/2014	Rescue Randy Mannequins - Training	CR / CR00	\$4,397.66
CR-14-30087	2/6/2014	Forensic Posable Mannequins	CR / CR00	\$1,292.10
CR-14-29969	1/24/2014	Agilent - Drug Chemistry	CR / CR00	\$1,154.20

CT-14-30193	2/14/2014	VAR. BLDG.- PLUMBING SUPPLIES	CT / CT01	\$943.01
CT-14-30192	2/14/2014	JJC- MOTOR FOR HOUSING UNIT DOOR	CT / CT01	\$687.00
CT-14-30201	2/18/2014	VSC- PRINTED CATALOG ENVELOPES	CT / CT09	\$556.56
CT-14-30198	2/14/2014	BOE- 23"X35" 80LB WHITE PAPER	CT / CT09	\$8,479.20
CT-14-30035	2/3/2014	STOCK- 80LB GREEN 26X40 VELLUM COVER	CT / CT09	\$754.38
CT-14-30084	2/5/2014	JJC Public Defender Elevator Lock	CT / CT13	\$2,580.00
CT-14-30118	2/10/2014	Airport - Repairs to Snow Go	CT / CT14	\$1,030.30
DV-14-30095	2/6/2014	Lead Remediation: Paragon, 385, 1874 Burnette Ave., East Cleveland	DV / DV01	\$16,765.00
DV-14-30211	2/19/2014	Foreclosure Prevention Counseling Services for Cuyahoga Urban County Homeowners	DV / DV01	\$2,500.00
JA-14-29634	12/17/2013	Hand & Power tools - Cleveland bomb	JA	\$9,418.06
LL001-14-30180	2/13/2014	LJP Books Feb. 2014	LL001 / LL00	\$1,041.80
SA-14-29946	1/23/2014	Mouse Pads	SA	\$579.28
SH-14-30144	2/11/2014	Duty Holsters for Deputies	SH	\$8,269.00
SH-14-30151	2/11/2014	Focus Mitts w/ straps	SH	\$511.00

SH-14-30166	2/11/2014	Gun Cleaning Supplies	SH	\$1,232.13
SH-14-30181	2/13/2014	Home Detention Supplies	SH	\$1,995.30

Already purchased				
LL001-14-30183	2/13/2014	CCH books and databases	LL001 / LL00	\$21,710.00

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

<b>Purchase Order #</b>	<b>Purchase Order Date</b>	<b>Description</b>	<b>Dept/Loc</b>	<b>Total</b>
1413715	2/19/2014	APRIL CANNED FRUIT	SH/SHFS	\$4,976.00
1413714	2/19/2014	MARCH FROZEN VEGETABLES	SH/SHFS	\$1,064.36
1413658	2/12/2014	FEBRUARY SMART MILK	SH/SHFS	\$3,220.00

CPB2014-139

DEPARTMENT OF DEVELOPMENT				
DEVELOPMENT VOUCHERS FOR THE PERIOD 02/13/14 to 2/20/14				
VOUCHER NO.	PAYEE	AMOUNT	FUNDING SOURCE	AUTHORIZATION
DV1450073	CB Mullins	\$10,680.00	Federal CDBG Grant	Rehab Loan Ordinance
	Total Loans	<b>\$10,680.00</b>		