

**Cuyahoga County Contracts and Purchasing Board**  
**March 3, 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**

**B. Scheduled Items**

Item	Requestor	Description	Board Action
CPB2014-140	Department of Public Works	Submitting a revenue generating agreement with United States Marshals Service, Northern District of Ohio (USMS) in the amount of \$100,000.00 for fuel and vehicle maintenance for the period 01/01/2014 - 12/31/2016.  Funding Source: Revenue Generating	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-141	Department of Workforce Development	Submitting contracts with various providers for the On-the-Job Training Program :  a) Finish Line Binderies, LLC, in the amount not-to-exceed \$2,400.00 for the period 11/18/2013 - 3/19/2014.  Funding Source: 100% Workforce Investment Act funds.  b) Netshape Technologies, Inc. in the amount not-to-exceed \$1,722.00 for the On-the-Job Training Program for the period 11/18/2013 - 3/16/2014.  Funding Source: 25% Workforce Investment Act and 75% Western Reserve Funds.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-142	Office of Procurement & Diversity	Recommending an award:  <u>Department of Public Works</u> a) on RQ28140 to Frost Architectural Preservation, Inc. (10-1) in the amount of \$64,215.00 for Soldiers & Sailors Monument flag pole repairs.  Funding Source: 100% Federal Emergency Management Agency Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

<p>CPB2014-143</p>	<p>Medical Examiner</p>	<p>a) Requesting authority to rescind Contracts and Purchasing Board Approval No. CPB2013-516, dated 7/8/3013, which approved a sole source exemption on RQ27709, for an award recommendation to Charles H. Brenner, Ph.D., in the amount of \$10,800.00 for maintenance on DNA-View and PATER software for the period 10/01/2013-9/30/2016.</p> <p>b) Submitting a sole source exemption on RQ29898, which will result in an award recommendation to Charles H. Brenner, Ph.D., in the amount of \$19,200.00 for maintenance on DNA-View and PATER software for the period 10/01/2013-9/30/2016.</p> <p>c) Recommending an award on RQ29898 and enter into a contract with Charles H. Brenner, Ph.D., sole source, in the amount not-to-exceed \$19,200.00 for maintenance on DNA-View and PATER software for the period 10/01/2013-9/30/2016.</p> <p>Funding Source: 100% General Funds</p> <p>2. What is the product/service that you seek to acquire?</p> <p>Provide a detailed description of the product/service.</p> <p>We are requesting for a maintenance contract for DNA-View software which is a technical program used for statistical analysis in DNA relationship testing casework to determine probability of an alleged relationship between individuals based on their DNA profiles. No DNA relationship report can be issued without this statistical analysis which is based on the frequencies of various genotypes in different races.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p>    If yes, please provide details regarding future obligations and/or needs. What is the duration of this purchase, including number of “potential” renewal options?</p> <p>Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.</p>	<p>___ Approve  ___ Disapprove  ___ Hold</p>
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		<p>4. Why do you need to acquire these goods or services?</p> <p>Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.</p> <p>This is a maintenance contract for DNA-View software which is a technical program used for statistical analysis in DNA relationship testing casework to determine probability of an alleged relationship between individuals based on their DNA profiles. No DNA relationship report can be issued without this statistical analysis which is based on the frequencies of various genotypes in different races. Any issue with the software will stop statistical analysis and issuance of the DNA relationship testing reports. The maintenance contract is required for maintenance and technical support for the DNA View program to resolve any issues and to receive any updates made to the program due to updated DNA technology or any change required as per DNA Relationship Testing Standards. As this is a specialized program, technical support is necessary for any issue to be resolved in a timely manner so that statistical analysis can be performed in DNA relationship casework and the reports can be issued in a timely manner.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications. Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.</p> <p>As DNA-View software is used for statistical analysis in our DNA relationship testing casework, we need maintenance and technical support for the program to resolve any issues and to receive any updates made to the program</p>	
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		<p>due to updated DNA technology or any change in Relationship Testing Standards. This service is only provided through this maintenance contract offered by Dr. Charles Brenner, the creator of the program.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated? Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.</p> <p>No, the service contract is only offered by Dr. Charles Brenner, the creator of the DNA-View software program.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.</p> <p>The DNA-View is highly specialized technical software and the service contract is only offered by Dr. Charles Brenner, the creator of the DNA-View software program.</p> <p>8. Has your department bought these goods/services in the past?    X <input type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>Indicate whether the department has previously acquired the same goods or services. If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.</p>	
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		<p>The last contract was sole source at a cost of \$5,000 for the time period of 10/1/2011 to 9/30/2013.</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future? Describe specific steps, and/or alternate solutions under consideration.</p> <p>The DNA-View is highly specialized technical software and the service contract is only offered by Dr. Charles Brenner, the creator of the DNA-View software program. No DNA relationship report can be issued without this statistical analysis which is based on the frequencies of various genotypes in different races. Any issue with the software will stop statistical analysis and issuance of the DNA relationship testing reports. The maintenance contract is required for maintenance and technical support for the DNA View program to resolve any issues and to receive any updates made to the program due to updated DNA technology or any change required as per DNA Relationship Testing Standards. As this is a specialized program, technical support is necessary for any issue to be resolved in a timely manner so that statistical analysis can be performed in DNA relationship casework and the reports can be issued in a timely manner.</p> <p>10. What efforts were made to get the best possible price? Identify any initiatives made with the vendor to obtain the most favorable pricing. For example, indicate if any quotes or discounted pricing was requested from the vendor. Additionally, if discounts or special pricing was provided please indicate the amount of the discounts as a percentage of the original or published selling price. If any other value added services such as training or extended warranty were provided, please provide details on those services.</p> <p>For the first time in 15 years, Dr. Brenner is increasing the annual cost from \$2,500 to \$6,400. Initially, we were going to increase to \$3,600 annually, however, due to the added cost of securing errors and omission insurance coverage, Dr. Brenner is passing the total cost along to the County, as we are his only clients requiring this type of liability coverage.</p> <p>11. Why is the price for this purchase considered to be fair</p>	
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		<p>and reasonable? Indicate any price comparisons or other benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.</p> <p>While this is a substantial increase, we have not seen an increase in cost from Dr. Brenner for 15 years. If we were to average this increase over the past 15 years, it amounts to an annual increase of 2.5%. We are entering into a 3 year contract, therefore, the price will be locked in until September 30th, 2016. Initially, the above statement was correct, however, due to the added cost of securing errors and omission insurance coverage, Dr. Brenner is passing the total cost along to the County, as we are his only clients requiring this type of liability coverage.</p> <p>12. Amount to be paid: \$19,200.00</p>	
CPB2014-144	County Prosecutor	<p>a) Requesting authority to apply for and accept grant funds from Ohio Office of Criminal Justice Services in the amount of \$32,500.00 from the FY2013 Edward Byrne Memorial Justice Assistance Grant program for the period 1/1/2014 - 12/31/2014.</p> <p>b) Submitting a grant award in the amount of \$32,500.00 from Ohio Office of Criminal Justice Services for the Sexual Assault Victim Advocacy Initiative in connection with the FY2013 Edward Byrne Memorial Justice Assistance Grant for the period 1/1/2014 - 12/31/2014.</p> <p>Funding Source: This Edward Byrne Memorial Justice Assistance Grant will provide 86% funding toward the project (14% General Funds)</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
CPB2014-145	Department of Public Safety and Justice Services	<p>Submitting an agreement with Cuyahoga Community College District in the amount not-to-exceed \$3,000.00 for reimbursement of eligible expenses in connection with the FY2011 State Homeland Security-Law Enforcement Grant program for the period 3/1/2013 - 10/31/2013.</p> <p>Funding Source: 100% FY2011 Law Enforcement State Homeland Security Grant Funds</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
CPB2014-146	Department of Public Safety and Justice Services	<p>Submitting agreements with various political subdivisions, for reimbursement of eligible expenses in connection with the FY2012 State Homeland Security-Law Enforcement Grant program for the period 1/1/2014 - 4/30/2014:</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>a) City of Rocky River in the amount not-to-exceed \$14,352.00.</p> <p>b) Lake County Board of Commissioners in the amount not-to-exceed \$24,000.00.</p> <p>Funding Source: Department of Homeland Security grant funds through the Ohio Emergency Management Agency</p>	
CPB2014-147	Department of Public Safety and Justice Services/Public Safety Grants	<p>Submitting an agreement with City of Berea in the amount not-to-exceed \$1,390.77 for reimbursement of eligible training expenses in connection with the FY2011 Urban Area Security Initiative Grant Program for the period 6/12/2013 - 1/31/2014.</p> <p>Funding Source: Department of Homeland Security grant funds through the Ohio Emergency Management Agency</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2014-148	Department of Health and Human Services/ Division of Children and Family Services	<p>Recommending an award on RQ26901 and enter into a contract with MCS Consulting Service, LLC in the amount not-to-exceed \$59,706.46 for clerical assessment services for the period 3/1/2014 - 7/30/2014.</p> <p>Funding Source: 33% federally and 67% Health and Human Services Levy funds.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

**C. Exemption Requests -**

Item	Requestor	Description	Board Action
CPB2014-149	Department of Public Safety and Justice Services	<p>Submitting an RFP exemption, which will result in an amendment to Contract No. CE1200551-01 with Main Sail, LLC for consultant services for the development and upgrade of the Regional Enterprise Data Sharing System for the period 7/1/2012 - 12/31/2013 to extend the time period to 12/31/2014 and for additional funds in the amount of \$165,200.00.</p> <p>Funding Sources: Witness/Victim FY2012 Encourage Arrest Family Justice Center Grant Funds -\$94,200.00 Regional Enterprise Data Sharing System general funds-\$71,000.00</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) Department of Public Safety &amp; Justice Services is requesting approval to amend an existing contract CE1200551-01/02 &amp; RQ# JA-12-23152 with Main Sail, LLC (Main Sail). We are seeking to extend the time</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>period of the contract from July 1, 2012 to December 31, 2013 to January 1, 2014 to December 31, 2014. Also, we are requesting to increase the contract amount by a total of \$165,200.00. This amount includes: \$94,200.00, to cover costs of reports, enhancements and maintenance in 2014 for the existing Witness Victims Family Justice Center Project; as well as the REDSS' Project, which will increase by \$71,000.00 to cover programming of the existing system.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any).</p> <p>NA</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (Include state contract # or GSA contract # and expiration date)</p> <p>Main Sail Group, LLC was selected via RFQ</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. This was originally an RFQ that Mainsail was approved under.</p> <p>Main Sail Group, LLC was selected via RFQ</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? This vendor was one of two vendors that was selected through an RFQ. Main Sail is able to complete the project in its entirety.</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>Another Bid is not required for this amendment, as the vendor is the originator of the "said" system</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. Continue to conduct a Formal RFP process for services</p>	
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## D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2014-150	Department of Public Works	<p>Submitting an administrative offer of settlement agreement for acquisition of right of way in connection with the replacement of Prospect Road Culvert No. 9 over Baker Creek in the City of Strongsville:</p> <p>Parcel No.(s): 3CH-1 &amp; T-2            Owner(s): Diana L. Miller            Settlement \$ Amount: \$850.00</p> <p>Funding Source: 80% is to be funded by County Road and Bridge Fund, 20% is funded by the municipality.</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-151	Department of Public Works	<p>Submitting various agreements of cooperation with City of Brecksville for various projects:</p> <p>a) Resurfacing of Barr Road from Edgerton Road to Highland Drive.</p> <p>b) Resurfacing of Snowville Road from Brecksville Road to Riverview Road.</p> <p>Funding Source: 100% County Road &amp; Bridge Funds</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-152	Department of Public Works	<p>a) Submitting an amendment (Subsidiary No. 1) to Contract No. CE1300185-01 with A &amp; A Painting for the Bridge Deck Sealing Program for a decrease in the amount of (\$9,475.00).</p> <p>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.</p> <p>Funding Source: 100% \$7.50 Vehicle License Tax Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-153	Department of Public Works	<p>Submitting an agreement of cooperation with City of Middleburg Heights for the replacement of Eastland Road Culvert 00.53.</p> <p>Funding Source: 60% with County Road and Bridge Fund and 40% from City of Middleburg Heights for design and 80% with County Road and Bridge Fund and 20% from City of Middleburg Heights for construction.</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-154	Department of Development	<p>Submitting a forbearance agreement among Philomena Kalvitz, Robert P. Kalvitz and Giuseppina Kalvitz in connection with a housing rehabilitation loan.</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		Funding Source:/N/A	
CPB2014-155	Department of Information Technology	Submitting an amendment to Contract No. CE1200064-01 with Sprint Solutions, Inc. for wireless communication equipment and services for use by Board of Elections for the period 7/1/2011 - 12/31/2013 to extend the time period to 6/30/2014; no additional funds required.  Funding Source: 100% General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-156	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
CPB2014-157	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	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-158	Department of Public Safety and Justice Services	Submitting amendments to agreements with various providers in connection with FY2010 Department of Health and Human Services, Substance Abuse and Mental Health Services Administration Adult Drug Courts Grant Program for the period 9/30/2010 - 9/29/2013 to extend the time period to 9/29/2014; no additional funds required:  a) Agreement No. AG1100101-03 with Common Pleas Court for probation supervision services.  b) Agreement No. AG1100102-02 with Common Pleas Court/Corrections Planning Board, Treatment Alternatives to Street Crime for Clinical Assessment and Case Management services.  Funding Source: U. S. Department of Health and Human Services, Substance Abuse and Mental Health Services Administration grant funds.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-159	Department of Public Safety and Justice Services/Public Safety Grants	Submitting an agreement with City of Westlake for the purchase of equipment, valued in the amount not-to-exceed \$12,808.25 in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 7/31/2013.  Funding Source: 100% FY2010 Urban Area Security Initiative grant funds and is passed through to Cuyahoga	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		County from the Department of Homeland Security through Ohio Emergency Management Agency	
CPB2014-160	Department of Public Safety and Justice Services	Submitting a grant award with Ohio Department of Youth Services in the amount of \$85,000.00 for the FY2013 Title II Formula Juvenile Justice and Delinquency Prevention Block Grant Program for the period 2/1/2014 - 7/30/2015.  Funding Source: Ohio Department of Youth Services through the Federal Office of Juvenile Justice and Delinquency Prevention.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-161	Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services	Submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$171,308.00 for the FY2012 Buckeye Permanent Supportive Housing Project in connection with the McKinney-Vento Homeless Assistance Act for the period 1/1/2013-12/31/2014.  Funding Source: 100% by the U.S. Department of Housing & Urban Development grant funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-162	Office of Procurement & Diversity	Presenting voucher payments for the week of 3/3/2014.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2014-163	Department of Development	Submitting voucher payments/housing rehab loans for the week 2/20/14 – 2/26/14	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**V. Other Business**

**VI. Public Comment**

**VII. Adjournment**

**Minutes**

Cuyahoga County Contracts and Purchasing Board

February 24, 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 11:45 a.m.

Attending:

County Executive Ed FitzGerald

Chief of Staff Matt Carroll

Director of Procurement and Diversity Lenora Lockett

Councilman Dale Miller

Director of Public Works Bonnie Teeuwen

Treasurer Jeannet Wright (Alternate for Mark Parks)

At the February 24, 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 18, 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

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.

Lindy Burt presented. Item CPB2014-79 was originally held due to noncompliance with ethics registration. The item was unanimously approved.

### B. Scheduled Items

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

Jan Baynes, Department of Development, presented. Item BC2014-118 was unanimously approved.

CPB2014-119 Office of Procurement & Diversity recommending an award: Department of Information Technology 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.

Lenora Lockett presented. Item BC2014-119 was unanimously approved.

CPB2014-120 Department of Public Safety and Justice Services/Public Safety Grants submitting an agreement with City of Mentor for reimbursement of eligible expenses in the amount of \$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.

Felicia Harrison, Department of Public Safety, presented. Item BC2014-120 was unanimously approved.

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

Rick Werner, Director of Department of Human Services, presented. Item BC2014-121 was unanimously approved.

### C. Exemption Requests

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.

Bonnie Teeuwen presented. Item BC2014-122 was unanimously approved.

CPB2014-123 Department of Information Technology 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. Funding Source: 100% General Funds.

Dennis Sullivan, Information Technology, presented. Item BC2014-123 was unanimously approved.

CPB2014-124 Department of Human Resources 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. Funding Source: N/A.

Lisa Durkin, Human Resources, presented. Item BC2014-124 was unanimously approved.

CPB2014-125 Department of Health and Human Services/ Cuyahoga Job and Family Services  
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. Funding Source: Funded 92% by State and Federal sources and 8% by local sources.

Rick Werner, Director of Department of Human Services, presented. Item BC2014-125 was unanimously approved.

CPB2014-126 Department of Health and Human Services/ Department of Children and Family Services  
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:

1) For additional funds:

- a) Contract No. CE1100616-01 with Alliance Human Services, Inc. in the amount of \$25,000.00.
- b) Contract No. CE1100622-01 with Caring for Kids, Inc. in the amount of \$15,000.00.
- c) Contract No. CE1100610-01 with Diversion Adolescent Foster Care of Ohio, Inc. in the amount of \$38,000.00.
- d) Contract No. CE1100612- 01 with In Focus of Cleveland, Inc. in the amount of \$1,000.00.
- e) Contract No. CE1100772- 01 with Fox Run: The Center for Children and Adolescents in the amount of \$30,000.00.
- f) Contract No. CE1100672-01 with House of New Hope in the amount of \$14,000.00.
- g) Contract No. CE1100624-01 with National Youth Advocate Program, Inc. in the amount of \$270,000.00.
- h) Contract No. CE1100628-01 with S.T.A.R.T. Support to At-Risk Teens in the amount of \$135,000.00.

2) for a decrease:

- i) Contract No. CE1100623-01 with Catholic Charities Services Corporation dba (Parmadale) in the amount of (\$528,000.00).

Funding Source: Federal 29%; HHS Levy 71%

Rick Werner, Director of Department of Human Services, presented. Item BC2014-126 was unanimously approved.

#### D. Consent Agenda

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.

Item BC2014-127 was unanimously approved.

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.

Item BC2014-128 was unanimously approved.

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.

Item BC2014-129 was unanimously approved.

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: General Funds.

Item BC2014-130 was unanimously approved.

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.

Item BC2014-131 was unanimously approved.

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.

Item BC2014-132 was unanimously approved.

CPB2014-133 Department of Public Safety and Justice Services submitting an amendment to a grant agreement with United States Department of Justice/Bureau of Justice Assistance for the National Prison Rape Elimination 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.

Item BC2014-133 was unanimously approved.

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

Item BC2014-134 was unanimously approved.

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.

Item BC2014-135 was unanimously approved.

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).

Item BC2014-136 was unanimously approved.

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 9/30/2014; no additional funds required. Funding Source: 100% for the Ohio Department of Juvenile Justice and Delinquency Prevention.

Item BC2014-137 was unanimously approved.

CPB2014-138 Office of Procurement & Diversity presenting voucher payments for the week of 2/24/2014.

Item BC2014-138 was unanimously approved.

CPB2014-139 Department of Development submitting voucher payments/housing rehab loans for the week 02/13/14 – 02/20/14.

Item BC2014-139 was unanimously approved.

#### V. Other Business

No other business was presented.

VI. Public Comment

There was no further public comment.

VII. Adjourn

A motion to adjourn was unanimously approved at 11:56 a.m.

**B. Scheduled Items**

**CPB2014-140**

United States Marshal Service, Northern District of Ohio  
801 W. Superior Ave. #1200  
Cleveland, Ohio 44113

USMS is saving dollars and the impact on the Brookpark Garage is minimal. This is a regional effort on cost savings. With approval of this agreement, the program will be for two years with a two-year option. Only USMS-owned vehicles will be allowed to refuel at the East 18th & St. Clair Avenue site (as long as operational) and they will be issued appropriate County access cards for tracking fuel consumption. USMS owned vehicles will receive minor maintenance at the 4000 Brookpark Road site. USMS will reimburse the County for all fuel expenses, as well as a 7 cents per gallon administrative charge, 10% above cost on parts and \$40 per hour labor for maintenance.

**CPB2014-141**

A. Scope of Work Summary

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of an On-the-Job Training Program grant with Finish Line Binderies, LLC for the anticipated cost of not more than \$2,400. The anticipated start-completion dates are 11/18/2013 to 3/19/2014.
2. The primary goals of the project are to hire and train one trainee under an On-the-Job Training Program. The employer will be reimbursed 50% of the wages paid for the contract period.
3. The project is mandated by the ORC statute 307.86 (E): Specifically allowable program to assist employers in Workforce Investment Act.

B. Procurement

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

C. Contractor and Project Information

1. Finish Line Binderies, LLC, 5344 Bragg Road, Cleveland, OH 44127  
Council District #10
2. Principal Owner: Glenn S. Lyon, Chairman and CEO

Finish Line Binderies, LLC specializes in perfect binding and mechanical book binding. Established in 1937, it is one of the largest trade binderies serving East, Midwest, & Southeast states.

#### D. Project Status and Planning

1. This is a new contract; however the employer has prior history of OJT contract with the department and the evaluation of previous contract is satisfactory.
2. The OJT Program has already begun. The reason for the delay in this request is the contract negotiations with the employer and the fact that the department has to be responsive to the employer's hiring needs.

#### E. Funding

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

#### A. Scope of Work Summary

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of a contract for an On-the-Job Training Program with Netshape Technologies, Inc. for the anticipated cost of not-more-than \$1,722.00. The anticipated start-completion dates are 11/18/2013 to 3/16/2014.
2. The primary goals of the project are to hire and train 4 trainees under the On-the-Job Training Program. The employer will reimburse 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 employer in Workforce Investment Act.

#### B. Procurement

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

#### C. Contractor and Project Summary

1. Netshape Technologies, Inc., 31005 Solon Road, Solon, OH 44139.  
Council District # 6
2. The Principal Owner is Matthew Bulger, CEO.  
Netshape Technologies, Inc. is in the business of providing energy efficient LED lighting product, turnkey energy efficient lighting solutions and a developer of energy efficient lighting technology, a part of Energy Focus, Inc.

#### D. Project Status and Planning

1. This is a new contract; however the employer has a prior history of OJT contract with the department and the evaluation is satisfactory.
2. The OJT program has already begun. The reason for the delay is 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 25% by Workforce Investment Act (WIA) and 75% by Western Reserve Fund (WRF).
2. The schedule of payments is by invoice received from the employer on a monthly basis.

### **CPB2014-142**

#### A. Scope of Work Summary

1. The Office of Procurement & Diversity is recommending an award to Frost Architectural Preservation, Inc. on RQ28140 for Soldier & Sailor Monument Flag Pole Repairs resulting from storm that occurred on/or about October 30, 2012. Project is being funded by FEMA for the Department of Public Works in the amount of \$64,215.00. The project is to be completed within 60 days of the purchase order.

2. The primary goal is for Frost Architectural Preservation, Inc. to repair the damages to the Soldiers and Sailor Monument.

3. Services will also include the following:

Vendor will be responsible to install signs, safety cones and/or tape to prevent pedestrian traffic from the work area. Vendor will provide scaffolding and decking to prevent damage to red stone decking during project. Vendor will remove the two remaining upright flagpoles for use in casting new flagpoles. Vendor will remove exposed rigid base units from the cast bronze bases entailing drilling out the lead packing and jacking the base posts. Vendor will measure and document the existing cast pole bases as well as the socket holes inside the bases and inspect to determine if the poles were designed to drain through the bases prep for proper drainage after the reinstallation. Vendor will document the existing flagpoles using AutoCAD architectural drawings and photographs. Vendor will coordinate with a commercial flagpole manufacturer and provide post base as a physical guide in the fabrication process. Vendor will have four (4) new flagpoles fabricated out of CDA alloy 230 red brass, bronze alloy matching pole height, diameter and thickness (.125") of the original flagpoles and have a marine grade stainless steel halyard system and finished with a natural statuary patina finish. Vendor will hoist and install the four new flagpoles in the cleaned bases, plumb with removable shims and seal the joint with molten lead. Vendor will install new halyard ropes, bronze cable encased within a braided rope, mahogany colored with new bronze flag snaps. Vendor will supply four (4) new 4' x 6' cotton US Flags (domestically manufactured) and installed as part of the flagpole installation.

Vendor will Document the entire procedure including the AutoCAD diagrams, all manufacturer notes, and all photographs or video and provide copies to the County. Vendor will maintain ongoing communications with the County maintenance staff during process.

#### B. Procurement

1. The procurement method for this purchase was a formal competitive bid. The estimated dollar amount of the RFB was \$65,000.00.
2. The bid closed on January 3, 2014.
3. Ten bids were pulled from OPD and one bid was submitted by Frost Architectural Preservation, Inc. and is being recommended for the award.
4. There is no SBE goal participation.

C. Contractor and Project Information

1. Frost Architectural Preservation, Inc  
17727 S. Miles Road  
Cleveland, Ohio 44128
2. The President is John Frost (216) 881-7255

D. Project Status and Planning

1. Project shall be completed within 60 days of purchase order, weather permitting.
2. The resulting purchase order will be in the amount of \$64,215.00.

E. Funding

1. The contract is funded 100% by FEMA (CE763474/0706)
2. Schedule of payments will be a one-time payment upon satisfactory completion of the project and acceptance of the services by the County under the terms of the purchase order.

**CPB2014-143**

The Medical Examiner's Office:

- 1) Is requesting authority to rescind Resolution Number CPB2013-516 dated July 8th, 2013 which made an award recommendation to Charles H. Brenner, Ph.D., in the amount of \$10,800.00 for maintenance on DNA-VIEW and PATER software for the period 10/1/2013 - 9/30/2016.

The original justification documents included the price that was quoted prior to Risk Management's additional insurance requirement mandates.

A. Scope of Work Summary:

1. Medical Examiner's Office requesting approval of a Sole Source Justification for Charles H. Brenner, Ph.D., for the anticipated cost not-to-exceed \$19,200.00. The anticipated start-completion dates are upon approval, 10/01/2013-09/30/2016.
2. The primary goal of the project is for the vendor to provide a maintenance contract for DNA-VIEW and PATER software which is a technical program used for statistical analysis in DNA relationship testing. No DNA relationship report can be issued without this statistical analysis which is based on the frequencies of various genotypes in different races. This contract will provide updates, support and maintenance for three years.

B. Procurement:

1. The procurement method for this project is Sole Source. The total value is \$19,200.00.

C. Contractor and Project Information:

1. The address of the vendor is:  
Charles H. Brenner, Ph.D.  
6801 Thornhill Drive  
Oakland, California 94611-1336
2. Charles H. Brenner, Ph.D. - Owner

D. Project Status and Planning:

1. The project will reoccur in three years.

2. The contract needs a signature in ink by 02/18/14.

E. Funding:

1. The project is funded 100% by the Medical Examiner's General Fund.
2. The schedule of payments is by annual invoice.

**CPB2014-144**

County Prosecutor submitting a grant award from the Ohio Office of Criminal Justice Services for the Edward Byrne Memorial Justice Assistance Grant 2013 in the amount of \$32,500 for the period January 1, 2014 - December 31, 2014. This award will fund 86% of the salary of a Victim/Witness Advocate who will provide victim advocacy and crisis/treatment services to prevent and minimize re-traumatization/re-victimization for sexually assaulted victims identified through the processing of DNA from decades old rape kits. The balance of the salary and benefits will be covered existing general fund budget.

The goal is to reduce trauma symptoms experienced by victims whose cases are opened for investigation and prosecution up to 20 years after the crime. Many still suffering from post-traumatic stress disorder may experience intensified symptoms triggered by painful reminders; and loss of confidence in the criminal justice system will occur without appropriate victim advocacy, again harming the victim in the short term and long term resulting in less reporting.

**CPB2014-145**

A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of a reimbursement agreement with the Cuyahoga Community College District for the anticipated cost of \$3,000.00 for the period March 1, 2013-October 31, 2013 (start-completion dates).

2. The primary goal of the project is for the Department of Public Safety & Justice Services, on behalf of the Northeast Ohio Regional Fusion Center, to reimburse Cuyahoga Community College District for the acquisition of technology that will connect them to the Fusion Center's mobile crime tip service but allow them to receive tips unique to them.

3. N/A

B. Procurement Method

1. The procurement method for this project was an Other Than Full and Open application based on some agencies that expressed interest in the project. The project was then expanded to all law enforcement agencies in Ohio Homeland Security Region 2 after the initial Other Than Full and Open was approved. An additional Other Than Full and Open request was done, but OPD determined these types of reimbursement agreements between political entities didn't require additional Other Than Full and Open approval.

2. N/A

3. Please see above. The original Other Than Full and Open forms are attached to this action.

C. Contractor and Project Information

1. The address of the Cuyahoga Community College District is:

700 Carnegie Avenue  
Cleveland, OH 44115

Council District: vendor serves all districts within Cuyahoga County

2. Alex Johnson, Ph.D., President, Cuyahoga Community College District

3. The address of the project is same as above

Council District: same as above

#### D. Project Status and Planning

1. This is a one-time project and no future funding for the project is expected.

2. The project is one time and has no phases

3. N/A

4. The project's term has already begun and ended and the reason for delay was receiving the signed agreement back. This is a reimbursement grant and the reimbursable activities occurred within the agreement performance period.

#### E. Funding

1. The project is 100% funded by grant funds - FY11 Law Enforcement State Homeland Security Grant (LE-SHSP), which are made available on a yearly basis provided Congress allocates funding.

2. This is a reimbursement grant for a one time purchase. There is no schedule of payments.

3. N/A

### **CPB2014-146**

#### A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of an agreement with Rocky River from the FY12 SHSP-LE grant program in an amount not-to-exceed \$14,352.00 for the performance period 1/1/2014-4/30/2014 (anticipated start and completion dates of the project).

2. The primary goals of the project are:

Acquire equipment to promote the early identification of threats

Continue to develop secure local-, regional-, and state-level intelligence and information sharing systems, with the goal of interconnecting and standardizing these systems so that they may ultimately join the national information sharing environment

3. N/A

#### B. Procurement

1. The procurement method for this project was a request for applications and review process conducted by the Region 2 Law Enforcement and Terrorism Prevention Program Advisory Group and with oversight of OEMA. Per guidance provided for the FY12 SHSP-LE program, the Advisory Group must consist of the following members: three police chiefs, three county sheriffs, one university law enforcement representative, one representative from a criminal justice services agency, and one representative from a terrorism and early warning group. Specific names can be provided if necessary, but this group accepted applications for FY12 SHSP-LE and determined awards with OEMA's oversight.

2. The performance period of the FY12 SHSP-LE grant is September 12, 2012-May 30, 2014 (the performance period of Rocky River's agreement is shorter because of the amount of time left on the grant performance period and due to ending the agreement 1 month before the performance period so we can close the grant out administratively).

3. The City of Rocky River follows their procurement policies.

No Other Than Full and Open was submitted because of a previous OPD decision that reimbursement grants between political subdivisions would not need an Other Than Full application/approval

#### C. Contractor and Project Information

1. The address of the City of Rocky River:

21012 Hilliard Blvd

Rocky River, OH 44116

Council District: 1

2. Pamela E. Bobst, Mayor, City of Rocky River

3. The address of the project is the same as above

3b. The council district is same as above

#### D. Project Status and Planning

1. The SHSP-LE is awarded on a yearly basis provided DHS receives funding from Congress

2. The project is underway and will be completed by April 30, 2014.

3. N/A

4. The project's term has already begun. The delay in presenting the agreement was the Fusion Center releasing the money to fund Rocky River's project and the return of the signed agreement.

5. N/A

#### E. Funding

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

2. The grant is reimbursement so expenses are submitted for reimbursement as they occur. The City of Rocky River has until April 30, 2014 to request reimbursement for eligible expenses incurred against the FY12 SHSP-LE award.

3. N/A

#### A. Scope of Work Summary

1. Department of Public Safety & Justice Services requesting approval of an agreement with Lake County Board of Commissioners from the FY12 SHSP-LE grant program in an amount not-to-exceed \$24,000.00

2. The primary goals of the project are:

Acquire equipment to promote the early identification of threats

Continue to develop secure local-, regional-, and state-level intelligence and information sharing systems, with the goal of interconnecting and standardizing these systems so that they may ultimately join the national information sharing environment

3. N/A

#### B. Procurement

1. The procurement method for this project was a request for applications and review process conducted by the Region 2 Law Enforcement and Terrorism Prevention Program Advisory Group and with oversight of OEMA. Per guidance provided for the FY12 SHSP-LE program, the Advisory Group must consist of the following members: three police chiefs, three county sheriffs, one university law enforcement representative, one representative from a criminal justice services agency, and one representative from a terrorism and early warning group. Specific names can be provided if necessary, but this group accepted applications for FY12 SHSP-LE and determined awards with OEMA's oversight.

2. The performance period of the FY12 SHSP-LE grant is September 12, 2012-May 30, 2014 (the performance period of Lake County's agreement is shorter because of the amount of time left on the grant performance period and due to ending the agreement 1 month before the performance period so we can close the grant out administratively).

3. Lake County Board of Commissioners follows their procurement policies.

No Other Than Full and Open was submitted because of a previous OPD decision that reimbursement grants between political subdivisions would not need an Other Than Full application/approval

#### C. Contractor and Project Information

1. The address of Lake County Board of Commissioners:  
105 Main Street  
Painesville, OH 44077  
Council District: N/A

2. Daniel P Troy, Commissioner, 2014 President of the Board

3. The address of the project is the same as above

3b. The council district is same as above

#### D. Project Status and Planning

1. The SHSP-LE is awarded on a yearly basis provided DHS receives funding from Congress

2. The project is underway and will be completed by April 30, 2014.

3. N/A

4. The project's term has already begun. The delay in presenting the agreement was the Fusion Center releasing the money to fund the project and the return of the signed agreement.

5. N/A

#### E. Funding

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

2. The grant is reimbursement so expenses are submitted for reimbursement as they occur. The Lake County Board of Commissioners has until April 30, 2014 to request reimbursement for eligible expenses incurred against the FY12 SHSP-LE award.

3. N/A

#### **CPB2014-147**

*Title: Public Safety and Justice Services 2014 Agreement FY11 UASI Grant City of Berea Training Reimbursement*

#### A. Scope of Work Summary

1. Public Safety and Justice Services requesting approval of an agreement with the City of Berea for the amount not-to-exceed \$1390.77. The start-end date of the agreement is June 12, 2013 through and including January 31, 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.

This agreement reimburses the City of Berea for Overtime/Backfill expenses associated with FEMA-approved training.

#### 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 Berea

11 Berea Common

Berea, Ohio 44017

Cuyahoga County Council District 5

##### 2. The Mayor of the City of Berea is Cyril Kleem

#### 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 Overtime/Backfill for training first responders, specifically HazMat personnel responding to CBRNE events.

#### 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.

#### **CPB2014-148**

*Title: 2014 DCFS-Contract Approval with MCS Consulting Service, LLC for RFP 26901 for Clerical Assessment Services*

#### A. Scope of Work Summary

1. The Division of Children and Family Services (DCFS) is requesting authority to enter into contract with MCS Consulting Service, LLC for clerical assessment services for the term of March 1, 2014 to July 30, 2014 (150 days).

MCS Consulting Service, LLC (IG # 13-0367) \$59,706.46

2. The purpose of the contract is for MCS Consulting Service, LLC to conduct an analysis to examine existing assignments to surface gaps, redundancies, and inequities; and provide recommendations to increase the effectiveness and efficiency of limited clerical resources.

The consultant will:

- ensure that efficiency is present in the deployment of clerical/support staff across all work units in the agency,
- ensure the correct assignment of clerical/support staff across all functional work units in the organizational structure,
- identify how well clerical/support staff are or are not aligned with the requirements of their position descriptions, including deficiencies in skills sets,
- create processes to prevent duplication across functional areas, eliminate gaps in functional expectations and performance, and ensure optimal operation,
- identify if any work inefficiencies exist within existing clerical/support staff responsibilities,
- identify gaps in job expectations between supervisors and managers, and their assigned clerical staff,
- identify gaps in performance expectations from one supervisor to another supervising similar positions.

#### B. Procurement

1.The procurement method for this project is an RFP. The total value of this RFP is \$60,000.00. RFP 26901 was advertised on 8/30/13, and closed on 9/24/13. This RFP had an SBE goal of 20%. One vendor, MCS Consulting Service, LLC, responded to the RFP. Their proposal included the budget of \$59,706.46.00.

#### C. Contractor and Project Information

1.Marlene Stoiber-Burroughs, President  
288000 Jackson Road  
Chagrin Falls, OH 44022

#### D. Project Status and Planning

- 1.The project's recurrence is based upon need and performance.
- 2.NA
- 3.NA

#### E. Funding

- 1.The project is funded 33% federally and 67% by the General Fund (Health and Human Services Levy).
2. The schedule of payments will be by invoice.

#### **D. Consent Agenda**

##### **CPB2014-150**

###### A. Scope of Work Summary

1.Public Works Department requesting approval of one (1) Administrative Offer of Settlement Agreement for acquiring necessary right-of-way for the following property owner and for the amount listed in connection with the replacement of Prospect Road (CR-50) Culvert No. 9 in the City of Strongsville, Ohio:

a. Diana L. Miller, Trustee, Parcel 3-CH-1 [Channel Easement (Permanent)], T-2 [Temporary Easement] - \$850.00.

Upon the completion of this transaction, all parcels will have been acquired

2. The primary goal of acquiring this right-of-way is for the replacement of Prospect Road Culvert No. 9.

3. N/A

#### B. Procurement

1. The procurement method for the acquisition of right-of-way for this project is that consultant O.R. Colon visited the property, its ODOT pre-qualified appraiser prepared a Value Analysis of the value of the property being acquired, and then one of O.R. Colon's ODOT pre-qualified negotiators negotiates with the property owner. The one (1) Agreement contained herein is for an amount that EXCEEDS the value analyses by \$150.00 [see, attachments]. The consultant recommended the settlement based on the owner's belief that, because of its location, the property should be valued at \$0.31/SF, instead of the appraiser's estimated value of \$0.25/SF. Additionally, the settlement amount is much less than the cost of filing and litigating an appropriation action.

2. N/A

3. N/A

#### C. Contractor and Project Information

The address of the property owner is:

Diana Miller, Successor Trustee under the Diana L. Miller Trust

254 N. Union Street

Lambertville, NJ 08530

Council District N/A

##### Property Address

No Address (Vacant Land) Prospect Road

Strongsville, OH 44136

Council District 5

2. N/A

3.a. The address or location of the project is Prospect Road, Strongsville, Ohio.

3.b. The project is located in Council District 5.

#### D. Project Status and Planning

1. This particular project is the first such project for this culvert.

2. N/A

3. N/A

4. N/A

5. N/A

#### E. Funding

The estimated Construction Cost for this project is \$825,000.00. 80% is to be funded by County Road and Bridge Fund, 20% is funded by the municipality.

2. N/A

3. N/A

Resolution 000117, adopted on 01/04/2000, declared the Convenience and Welfare of this project. The agreement of cooperation between the County and the City of Strongsville was approved by Resolution 001621, adopted on 04/25/2000. Resolution 043841, adopted on 10/12/2004, approved the right-of-way plans and authorized the acquisition of necessary right-of-way.

### **CPB2014-151**

#### A. Scope of Work Summary

1. The Department of Public Works, 2014, Requesting Approval of Agreements of Cooperation for the

resurfacing of Barr Road from Edgerton Road to Highland Drive and the resurfacing of Snowville Road from Brecksville Road to Riverview Road, both in the City of Brecksville.

2. Primary goal of this request is to receive approval of these agreements of cooperation and to properly maintain the County's Infrastructure.

3. N/A

B. Procurement - N/A

C. Contractor and Project Information

1. N/A

2. N/A

3a. The location of these two project listed below:

Barr Road from Edgerton Road to Highland Drive and

Snowville Road from Brecksville Road to Riverview Road both in the City of Brecksville.

3b. These two projects are both located in Council District 6.

D. Project Status and Planning

1. N/A

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. The project is to be funded as follows:

Barr Road Project is funded 100% with County Road & Bridge Funds. Total estimated project cost \$84,850.00.

Snowville Road Project is funded 100% with County Road & Bridge Funds. Total estimated project cost \$851,495.00.

## **CPB2014-152**

A. Scope Of Work Summary

Department of Public Works: (a) is submitting the final amended agreement (Subsidiary No. 1) on RQ25817 for a decreased amount of (\$9,475.00) for the Bridge Deck Sealing Program.

(b) is requesting that the above referenced project be accepted as complete in accordance with the plans and specifications.

(c) is requesting that the County Treasurer be authorized to release the escrow account upon notification from the DOPW in accordance with O.R.C. 153.63.

The project is staffed with the following DOPW employees:

Jaoudat S. Charif, P.E., Area Construction Engineer

Terry Cain, Project Supervisor

Original Contract Amount: \$133,932.50

Amendment No. 1: (\$9,475.00) Pending

Rev. Contract Amount: \$124,457.50

(7.07% under original contract amount)

2) The primary goals are to finalize and accept construction as complete per plans and specifications.

3) N/A.

#### B. Procurement

1) Competitive Bid process (Original Contract).

3) N/A.

#### C. Contractor And Project Information

A & A Painting 330-750-0637

Harriet DiRienzo, Owner, Sole Proprietor

74 Creed Circle

Campbell, Ohio 44405 (Council District N/A)

Work was in various communities throughout Cuyahoga County.

#### D. Project Status and Planning

1. There was a final inspection on October 8, 2013 and all work has been accepted as complete.

#### E. Funding

1. 100% Cuyahoga County using funds from the \$7.50 Vehicle License Tax Fund.

The contractor has completed ethics training as required

### **CPB2014-153**

#### A. Scope of Work Summary

1. Department of Public Works, 2014, a) requesting approval of the agreement of cooperation for the replacement of Eastland Road Culvert 00.53 in the City of Middleburg Heights; b) that special assessments are not to be levied and collected to pay any part of the County's costs of these improvements; c) authorize the County Executive to enter into and execute the necessary agreement of cooperation with the appropriate municipality.

The anticipated construction costs for this improvement is \$420,000 (\$60,000 for design, \$360,000 for construction). The project is to be funded 60% with County Road and Bridge Fund and 40% from City of Middleburg Heights for design and 80% with County Road and Bridge Fund and 20% from City of Middleburg Heights for construction.

The anticipated start date for construction is 2014.

2. The primary goal of this project is the approval of this project and to properly maintain the County's infrastructure.

3. N/A

#### B. Procurement - N/A

#### C. Contractor and Project Information

1. N/A

2. N/A

3a. The location of the project is Eastland Road Culvert 00.53 in the City of Middleburg Heights

3b. The project is located in Council District 4.

D. Project Status and Planning

1. The project is new to the County.

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. The project is to be funded 60% with County Road and Bridge Fund and 40% from City of Middleburg Heights for design and 80% with County Road and Bridge Fund and 20% from City of Middleburg Heights for construction.

2. N/A

3. N/A

**CPB2014-154**

Department of Development, Requesting the County Executive's signature on a Forbearance Agreement for a Housing Rehabilitation Loan borrower, Robert Kalvitz, per recommendation of the Law Department.

**CPB2014-155**

A. The Department of Information Technology, submitting an amendment to Contract No. CE1200064 with Sprint Solutions, Inc. for Cellular Service for the Board of Elections for the period 7/1/11 - 12/31/13, to extend the time period to 6/30/14 and for no additional funds.

B. The vendor is a State of Ohio Vendor BSG1111-0297.

C. Sprint Solutions, Inc.

6500 Sprint Parkway

MS:HL-5AFTX

Overland Park, KS 66251

Zach Shields

D. The project is an extension of an existing project.

E. The project is funded 100% by the General Fund.

**CPB2014-156**

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

### **CPB2014-157**

#### A. Scope of Work Summary:

1. 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). via GovDeals Inc. The anticipated start-completion dates will be fifteen days after CPB approval.
2. The primary goals of the project is to sell said property via internet auction, to the highest bidder, through GovDeals. The auction surplus list (Exhibit "A") is attached.
3. The project is mandated by the Ohio Revised Code, Section 307.12(E).

#### B. Procurement

1. There is not a procurement method for this project. This is a revenue generating project.
2. The items (Exhibit A) will be sold to the highest bidder; 7.5% of the total will be paid to GovDeals and, the department will realize 92.5% profit of the item sold, in accordance to the GovDeals contract.

#### C. Contractor and Project Information:

N/A

#### D. Project Status and Planning

1. The project reoccurs when County departments have surplus property no longer needed, and recommends to sell the property via the internet.
2. The project planning has four (4) phases. The Program Administrator will request approval to list the item on GovDeals; Post & Sell to the highest bidder nationwide; Collect and deposit the funds into the appropriate County agency fund; Process the payment to GovDeals.

#### Funding

1. There is no cost for this process. The project is a revenue generating project.

### **CPB2014-158**

*Title: Public Safety and Justice Services, 2014, Amend Agreements in connection with the Substance Abuse and Mental Health Services Administration Adult Drug Court Grant.*

#### A. Scope of Work Summary

1. Public Safety and Justice Services is requesting approval to enter into agreement amendments with:
  - Common Pleas Court- AG1100101-03
  - Common Pleas Court Corrections Planning Board, Treatment Alternatives to Street Crime AG1100102-03

Both amendments are in connection with the Substance Abuse and Mental Health Services Administration Adult Drug Court (SAMHSA) grant third year portion of funding.

The amendments will change the time frame from 9/30/2010 through 9/29/2013, to 9/30/2010 through 9/29/2014. All other conditions of the agreements will stay the same.

There is no match associated with this grant.

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

B. Procurement

1. An Open and Full Justification was approved by the Office of Procurement and Diversity on 12/31/2013 and is attached.

C. Contractor and Project Information

N/A

D. Project Status and Planning

1. This project is currently active.

E. Funding

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

**CPB2014-159**

*Title: Public Safety & Justice Services 2014 City of Westlake 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 Westlake. The asset transfer is in the amount of \$12,808.25. 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 FY 10 Urban Area Security Initiative funds, Cuyahoga County purchased equipment utilized on behalf of the City of Westlake.

§ 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 Westlake unless as noted in the agreement.

#### C. Contractor and Project Information

1. City of Westlake  
27700 Hilliard Blvd.  
Westlake, Ohio 440145  
Council Districts: 1

2. The Mayor of the City of Westlake is Dennis M. Clough

#### D. Project Status and Planning

1. This project is a one-time agreement with the City of Westlake 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 Westlake.

#### 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 \$12,808.25 for the City of Westlake There is no transfer of funds, just equipment.

### **CPB2014-160**

*Title: Public Safety and Justice Services, 2014 submitting a grant award for the 2013 Title II Formula Grant.*

#### A. Scope of Work Summary

1. Department of Public Safety and Justice Services, Public Safety Grants Submitting a grant award from the Ohio Department of Youth Services (ODYS) in the amount of \$85,000.00 for the 2013 Title II Formula Grant (FY13 JJDP) for the time period of 2/1/2014 through 7/30/2015. There is no match associated with this grant.

2. The primary goal of the Title II Formula Grant (2013 JJDP) is to reduce Disproportionate Minority Contact at the arrest decision point.

#### B. Procurement

1. N/A

### C. Contractor and Project Information

N/A

### D. Project Status and Planning

1. The JJDP grant occurs annually.

### E. Funding

The FY13 JJDP is from the Ohio Department of Youth Services through the Federal Office of Juvenile Justice and Delinquency Prevention.

## **CPB2014-161**

### A. Scope of Work Summary

1. Office of Homeless Services requesting approval of a 2012 New Funding Grant Agreement with the Department of Housing & Urban Development, in the amount of \$171,308.00 for the Buckeye Permanent Supportive Housing, Housing First Initiative Project; grant term one year, starting on the date that the Agreement is signed by HUD.
2. The primary goals of the Buckeye PSH are to a) move chronically homeless individuals from the street and shelter into permanent housing; b) assure housing stability; and c) link individuals with resources in the community.

3. N/A

### B. Procurement

- 1-3. N/A

### C. Contractor and Project Information

- 1-3. N/A

### D. Project Status & Planning

1. The Buckeye PSH is a NEW award to Cuyahoga County. It should be renewed going forward contingent on Congressional budget appropriations to HUD.
2. N/A
3. The Project is on a critical path because while it was approved in early 2013, HUD just issued the Grant Agreement on January 31, 2014. The Buckeye Project is fully leased up as of 12/31/13.
4. See 3.
5. The Grant Agreement requires an ink signature as soon as possible.

### E. Funding

1. The Grant Agreement is funded 100% by the U.S. Department of Housing & Urban Development.
2. - 3. N/A

**CPB2014-162**

<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-14-29448	11/27/2013	CE Virtis Software	CE / CE01	\$2,700.00
CE-14-30236	2/21/2014	Bridge Jack	CE / CE01	\$661.50
CR-14-30209	2/19/2014	Scrubs	CR / CR00	\$1,308.40
CT-14-30085	2/6/2014	BOE/ HUNTER-VOLUME CONTROLLERS	CT / CT01	\$934.68
CT-14-30189	2/14/2014	VEB PREVENTATIVE MAINTENANCE FOR CHILLERS	CT / CT01	\$4,537.00
CT-14-30200	2/17/2014	Muni Housing Court - Thru Glass Com #40063	CT / CT01	\$2,406.46
CT-14-30210	2/19/2014	Mtce Garage - Body Repairs #858YGN	CT / CT04	\$1,047.00
CT-14-30217	2/20/2014	79TH ST & PLATT MOVE TRUCK RENTAL	CT / CT01	\$7,930.00
CT-14-30218	2/20/2014	MOVING BOXES	CT / CT01	\$6,540.00

CT-14-30220	2/20/2014	COURTHOUSE CEILING TILE	CT / CT01	\$948.00
CT-14-30224	2/20/2014	CRTS TWR- UNIT HEATER	CT / CT01	\$543.12
CT-14-30225	2/20/2014	STOCK- PRINTED INTER-OFFICE ENVELOPES	CT / CT09	\$2,087.90
DV-14-30095	2/6/2014	Lead Remediation: Paragon, 385, 1874 Burnette Ave., East Cleveland	DV / DV01	\$16,765.00
HRCOM-14-30110	2/7/2014	Advertising in Plain Dealer for RFP Pay Equity Study Req #HRCOM-14- 30086	HRCOM / HRC	\$700.00
IS-14-29591	12/12/2013	Red Hat Licenses for IT Security	IS / IS01	\$19,624.15
IS-14-30140	2/11/2014	Cisco 7962 VoIP Phones for Consumer Affairs	IS / IS01	\$520.00
LL001-14-30258	2/25/2014	EEOC Compliance Manual	LL001 / LL00	\$681.00
SH-14-30128	2/10/2014	Shot Timers for Protective Services	SH / SH003	\$595.71
SH-14-30202	2/18/2014	Locking Key Rings	SH / SH003	\$1,245.00
SH-14-30207	2/19/2014	Radio Accessories	SH / SH003	\$4,380.80
SH-14-30213	2/19/2014	Build Out of Sex Crimes Vehicle	SH / SH003	\$13,015.69
SH-14-30219	2/20/2014	Bike Unit Uniforms	SH / SH003	\$870.00
SH-14-30239	2/21/2014	shin guards, elbow & knee pads	SH / SH003	\$1,540.80
SH-14-30240	2/21/2014	Upper Body Protection	SH / SH003	\$912.00
ST-14-30190	2/14/2014	Tires 225/70R19.5	ST / ST01	\$15,124.20
ST-14-30243	2/21/2014	Pony Radiator #S- 222	ST / ST01	\$850.00

***Items Already Purchased***

<b>Requisition #</b>	<b>Requisition Date</b>	<b>Description</b>	<b>Dept/Loc</b>	<b>Total</b>
CT-14-30223 BC2013-104 <i>(Alternative procurement method approved 4/15/13 by BOC)</i>	2/20/2014	JAIL II LAUNDRY DOMESTIC HOT WATER PUMP	CT / CT01	\$1,135.00

CPB2014-163

DEPARTMENT OF DEVELOPMENT				
DEVELOPMENT VOUCHERS FOR THE PERIOD 02/20/14 to 2/26/14				
VOUCHER NO.	PAYEE	AMOUNT	FUNDING SOURCE	AUTHORIZATION
DV1450078	Mela Remodeling	\$7,538.00	Federal CDBG Grant	Rehab Loan Ordinance
DV1450079	Mela Remodeling	\$2,370.00	Federal CDBG Grant	Rehab Loan Ordinance
DV1450080	MAE Construction LLC	\$600.00	Federal CDBG Grant	Rehab Loan Ordinance
DV1450081	CB Mullins Construction	\$9,855.00	Federal CDBG Grant	Rehab Loan Ordinance
	<b>Total</b>	<b>\$20,363.00</b>		