

## **Minutes**

Cuyahoga County Contracts and Purchasing Board

April 21, 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 11:32 a.m.

Attending:

County Executive Ed FitzGerald

Chief of Staff Matt Carroll

Purchasing Administrator Richard Opre, Office of Procurement and Diversity

(Alternate for Lenora Lockett)

Councilman Dale Miller

Director of Public Works Bonnie Teeuwen

Treasurer Jeannet Wright (Alternate for Mark Parks)

### **II. Review Minutes**

The minutes from the April 14, 2014 Contracts and Purchasing Board meeting were approved by majority vote, as written. Richard Opre abstained.

### **III. Public Comment**

There was no public comment.

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

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

CPB2014-280 Department of Health and Human Services/ Community Initiatives Division/Office of Homeless Services Submitting an RFP exemption on RQ30552, which will result in an award recommendation to Emerald Development & Economic Network, Inc. (EDEN) in the amount of \$171,308.00 for management of the Supportive Housing Rental Assistant Program for the period 4/1/2014 - 3/31/2017. Funding Source: 100% U.S. Department of Housing & Urban Development

Rick Werner, Director of Human Services, presented. Item CPB2014-280 was unanimously approved.

#### **B. Scheduled Items**

CPB2014-299 Department of Information Technology, recommending an award on RQ30414 and enter into a contract with Latitude Geographics Group Ltd. in the amount not-to-exceed \$3,700.00 for maintenance and support on Geocortex software for the period 3/1/2014 - 2/28/2015. Funding Source: 100% General Funds

Dennis Sullivan, Department of Information Technology, presented. Item CPB2014-299 was unanimously approved.

CPB2014-300 Department of Information Technology, recommending an award on RQ30521 and enter into a contract with SHI International Corp. in the amount not-to-exceed \$40,086.95 for

maintenance and support on Symantec Netbackup Enterprise software for the period 2/15/2014 - 2/14/2015. Funding Source: 100% General Fund

Dennis Sullivan, Department of Information Technology, presented. Item CPB2014-300 was unanimously approved.

CPB2014-301 Department of Information Technology, recommending an award on RQ30302 and enter into a contract with DLT Solutions, LLC in the amount not-to-exceed \$14,361.19 for maintenance and support on AutoCAD software for the Department of Public Works for the period 4/6/2014 - 4/5/2015. Funding Source: 100% General Funds

Dennis Sullivan, Department of Information Technology, presented. Item CPB2014-301 was unanimously approved.

CPB2014-302 Department of Information Technology, submitting an amendment to Contract No. CE1300573-01 with SHI International Corp. for maintenance and software support on SolarWinds software for the period 12/13/2013 - 12/13/2014 to change the scope of services, effective 2/28/2014 and for additional funds in the amount of \$6,379.00. Funding Source: 100% General Funds

Dennis Sullivan, Department of Information Technology, presented. Item CPB2014-302 was unanimously approved.

CPB2014-303 Department of Public Safety and Justice Services, submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2011 Urban Area Security Initiative Grant Program:

- a) City of Fairview Park in the amount not-to-exceed \$328.48 for the period 2/15/2014 - 4/15/2014.
- b) City of Garfield Heights in the amount not-to-exceed \$1,455.47 for the period 2/24/2014 - 4/15/2014.
- c) City of Maple Heights in the amount not-to-exceed \$1,502.60 for the period 2/26/2014 - 3/30/2014.

Funding Sources: Department of Homeland Security through Ohio Emergency Management Agency

Ken Mills, Department of Public Safety and Justice Services, presented. Item CPB2014-303 was unanimously approved.

CPB2014-304 Department of Public Safety and Justice Services, submitting agreements with various municipalities for reimbursement of eligible training expenses in connection with the FY2012 State Homeland Security Program:

- a) City of Garfield Heights in the amount not-to-exceed \$1,021.53 for the period 2/1/2014 - 3/15/2014.
- b) City of Pepper Pike in the amount not-to-exceed \$3,250.00 for the period 1/10/2014 - 3/30/2014.

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

Ken Mills, Department of Public Safety and Justice Services, presented. Item CPB2014-304 was unanimously approved.

CPB2014-305 Department of Public Safety and Justice Services, recommending an award on RQ29652 and enter into a contract with Pointe Blank Solutions, Ltd., in the amount not-to-exceed \$34,080.00 for maintenance and enhancements of the Internet Judicial Assessment Inmate Locator (inJail) System software for the period 1/1/2014 - 12/31/2014. Funding Source: 100% General Funds

Item CPB2014-305 was held as there was no one in attendance to present the item.

### C. Exemption Requests

CPB2014-306 Department of Information Technology, submitting an RFP exemption on RQ29826, which will result in an award recommendation to SHI International in the amount not-to-exceed \$5,009.58 for support of 6 Telerik Developer Licenses for the period 1/27/2014 - 1/26/2017. Funding Source: 100% General Funds

Dennis Sullivan, Department of Information Technology, presented. Item CPB2014-306 was unanimously approved.

CPB2014-307 Department of Public Safety and Justice Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE1300515-01 with Public Financial Management, Inc. for Regional Jail Assessment services for the period 11/18/2013 - 3/17/2014 to extend the time period to 6/17/2014, to change the scope of services, effective 4/7/2014, and for additional funds in the amount not-to-exceed \$45,000.00. Funding Source: 100% General Funds

Valerie Propper, Department of Public Safety and Justice Services presented. Item CPB2014-307 was unanimously approved.

CPB2014-308 Medical Examiner, submitting an RFP exemption on RQ30605, which will result in an award recommendation to Oxford Instruments America, Inc. in the amount not-to-exceed \$11,475.00 for maintenance services on the Oxford Aztec mics/x-stream 2/X-max 50 energy dispersive X-ray detector for the period 3/14/2014 - 3/13/2017. Funding Source: 100% General Funds

Hugh Shannon, Medical Examiner, presented. Item CPB2014-308 was unanimously approved.

CPB2014-309 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, Submitting an RFP exemption on RQ30728, which will result in an award recommendation to Emerald Development & Economic Network, Inc. in the amount of \$10,348,968.00 for administration of the Shelter Plus Care Tenant based Rental Assistance Program for the FY2013 HEARTH Act Homeless Assistance Grant in connection with the Cuyahoga County Continuum of Care Program for the period 5/01/2014 - 4/30/2015. Funding Source: 100% FY2013 HEARTH Act Homeless Assistance Grant

Rick Werner, Department of Health and Human Services, presented. Item CPB2014-309 was unanimously approved.

#### D. Consent Agenda

CPB2014-310 Department of Public Works, recommending payments:

a) To Fridrich Moving & Storage in the amount not-to-exceed \$12,600.00 in association with Parcel No(s): 2WD & T for relocation services in connection with the reconfiguration of the Warrensville Center Road/Van Aken Boulevard/Chagrin Boulevard/Northfield Road Intersection in the City of Shaker Heights and Village of Highland Hills. Funding Source: Road and Bridge, Federal, State and Local

b) To Shulman Enterprises, Inc. in the amount not-to-exceed \$2,000.00 for relocation services associated with Parcel No 10-S & T in connection with the replacement of Bellaire Road Bridge No. 24 over Big Creek and the replacement of West 130th Street Bridge No. 64 over a branch of Big Creek in the City of Cleveland and Village of Linndale. Funding Source: Road and Bridge Funds

Item CPB2014-310 was unanimously approved.

CPB2014-311 Department of Public Works, submitting an agreement of cooperation with City of North Royalton for the resurfacing of Bennett Road from Edgerton Road to just south of Bridgewater Drive. Funding Source: 80% with County Road and Bridge Fund and 20% of North Royalton.

Item CPB2014-311 was unanimously approved.

CPB2014-312 Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Bay Village for the purchase of equipment, valued in the amount of \$7,684.95, for 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 funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency

Item CPB2014-312 was unanimously approved.

CPB2014-313 Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with City of Fairview Park for the purchase of equipment, valued in the amount of \$12,808.25, for the FY2009 State Homeland Security Program for the period 8/1/2009 - 4/30/2012. Funding Source: FY2009 State Homeland Security Program funded and is passed through to Cuyahoga County from the Department of Homeland Security through Ohio Emergency Management Agency

Item CPB2014-313 was unanimously approved.

CPB2014-314 Department of Public Safety and Justice Services/Public Safety Grants, submitting agreements with various municipalities for the purchase of equipment for the FY2010 State Homeland Security Program for the period 8/1/2010 - 3/31/2013:

a) City of Fairview Park valued in the amount of \$25,616.50.

b) City of Westlake valued in the amount of \$25,616.50.

Funding Source: FY10 State Homeland Security Program funded and is passed through to Cuyahoga County from the Department of Homeland Security through Ohio Emergency Management Agency.

Item CPB2014-314 was unanimously approved.

CPB2014-315 Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to a grant agreement with Ohio Emergency Management Agency for FY2011 State Homeland Security Grant Program for the period 9/1/2011 - 4/30/2014 to extend the time period to 6/30/2014; no additional funds required. Funding Source: Department of Homeland Security through the Ohio Emergency Management Agency

Item CPB2014-315 was unanimously approved

CPB2014-316 Department of Public Safety and Justice Services/Witness/Victim, Submitting an amendment to Contract No. CE1300084-01 with Cleveland State University for evaluation services for the Family Justice Center in connection with the FY2011 Encourage Arrest Policies and Enforcement of Protection Orders Grant Program for the period 1/15/2013 - 3/31/2014 to extend the time period to 12/31/2014; no additional funds required. Funding Source: 100% by the United States Department of Justice, Grants to Encourage Arrest.

Item CPB2014-316 was unanimously approved.

CPB2014-317 Department of Health and Human Services/Division of Children and Family Services submitting an agreement with Centers for Families and Children for rental of space for the Teen Independent Living Graduation Ceremony to be held on Friday, August 8, 2014. Funding Source: N/A

Item CPB2014-317 was unanimously approved

CPB2014-318 Office of Procurement & Diversity, Presenting voucher payments for the week of 4/21/2014.

Note: Requisition No. IS-14-30661 dated 4/3/2014 for Council Chambers Equipment Replacement IS/IS01 in the amount of \$2,554.40 was withdrawn from consideration as it was previously approved as a mission critical item at the March 31, 2014 Contracts and Purchasing Board Meeting.

Item CPB2014-318 was unanimously approved

#### V. Other Business

CPB2014-319 Public Works Time-Sensitive Mission Critical

Mike Chambers, Department of Public Works, presented a time-sensitive/mission-critical item, requesting approval of a payment on RQ30794 to Helman's Radiator Service in the amount of \$850.00 for repair of a fuel tank on a County Sheriff transport bus.

A motion to amend the agenda and consider the item was unanimously approved.

Item CPB2014-319 was unanimously approved.

A motion to restore Public Works time-sensitive/mission critical budget to \$25,000 was unanimously approved.

VI. Public Comment

There was no further public comment

VII. Adjournment

A motion to adjourn was unanimously approved at 11:52 a.m.