

Cuyahoga County Contracts and Purchasing Board
May 5, 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 11:35 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

II. Review Minutes

The minutes from the April 28, 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

CPB2014-326 Medical Examiner recommending an award on RQ30605 and enter into a contract with 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: General Funds

Hugh Shannon, Administrator for the Medical Examiner, presented. The item was held the previous week because the department was not in attendance to present. Item CPB2014-326 was unanimously approved.

B. Scheduled Items

CPB2014-344 Department of Public Works submitting an amendment to Contract No. CE1200588-01 with Chardon Laboratories Inc. for water treatment chemicals and services for boiler and air conditioning equipment for various County buildings for the period 9/1/2012 - 8/31/2014 to extend the time period to 8/31/2015 and for additional funds in the amount of \$11,826.00. Funding Source: Internal Service Fund

Bonnie Teeuwen presented. Item CPB2014-344 was unanimously approved.

CPB2014-345 Department of Public Works submitting revenue generating agreements with various providers for snow removal services at the Cuyahoga County Airport for the period 11/1/2013 - 4/30/2014:

- a) CJC Business Enterprises LLC, DBA, The Cleveland Jet Center in the amount of \$2,000.00.
- b) Flight Options LLC in the amount of \$11,000.00.
- c) Nextant Aerospace LLC in the amount of \$9,000.00.
- d) Progressive Casualty Insurance Company in the amount of \$2,000.00.

Funding Source: Revenue Generating

Bonnie Teeuwen presented. Item CPB2014-345 was unanimously approved.

CPB2014-346 Department of Public Safety and Justice Services submitting an amendment to Contract No. CE1200461-01 with Golden Ciphers for the FY2011 Title II Juvenile Justice and Delinquency Prevention Block Grant Program for the period 1/1/2012 - 8/30/2013 to extend the time period 9/30/2013 and for additional funds in the amount not-to-exceed \$3,233.55. Funding Source: Federal Office of Juvenile Justice and Delinquency Prevention through the Ohio Department of Youth Services

Felicia Harrison, Department of Public Safety, presented. Item CPB2014-346 was unanimously approved.

CPB2014-347 Department of Public Safety and Justice Services/Public Safety Grants Submitting an agreement with Village of Newburgh Heights in the amount not-to-exceed \$392.00 for reimbursement of eligible training expenses in connection with the FY2011 Urban Area Security Initiative Grant Program for the period 2/24/2014 - 4/15/2014. Funding Source: Department of Homeland Security through Ohio Emergency Management Agency.

Felicia Harrison, Department of Public Safety, presented. Item CPB2014-347 was unanimously approved.

CPB2014-348 Department of Public Safety and Justice Services/Public Safety Grants submitting agreements with various entities for reimbursement of eligible training expenses in connection with the FY2012 State Homeland Security Grant Program:

- a) City of Beachwood in the amount not-to-exceed \$1,541.71 for the period 2/1/2014 - 3/15/2014.
- b) Southwest Council of Governments in the amount not-to-exceed \$10,000.00 for the period 3/1/2014 - 5/15/2014.
- c) City of Berea in the amount not-to-exceed \$2,756.58 for the period 2/1/2014 - 3/15/2014.
- d) City of Mayfield Heights in the amount not-to-exceed \$10,000.00 for the period 3/1/2014 - 5/15/2014.
- e) City of Highland Heights in the amount not-to-exceed \$5,000.00 for the period 2/1/2014 - 4/15/2014.
- f) City of Shaker Heights in the amount not-to-exceed \$2,500.00 for the period 2/1/2014 - 4/30/2014.

Funding Source: State Homeland Security Grant

Felicia Harrison, Department of Public Safety, presented. Item CPB2014-348 was unanimously approved.

CPB2014-349 Department of Public Safety and Justice Services/Public Safety Grants Submitting agreements with various entities for reimbursement of eligible training expenses in connection with the FY2011 Urban Area Security Initiative Grant Program:

- a) City of Lakewood in the amount not-to-exceed \$1,362.28 for the period 2/24/2014 - 4/15/2014.
- b) Southwest Council of Governments in the amount not-to-exceed \$1,500.00 for the period 7/15/2013 - 3/15/2014.
- c) Suburban Police Anti-Crime Network in the amount not-to-exceed \$1,500.00 for the period 8/15/2013 - 4/15/2014.

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

Felicia Harrison, Department of Public Safety, presented. Item CPB2014-349 was unanimously approved.

CPB2014-350 Department of Health and Human Services/Division of Children and Family Services Recommending an award on RQ30666 and enter into a contract with Crowne Plaza Cleveland South/ Independence in the amount not-to-exceed \$18,150.00 for rental space and related catering services for the Foster Parent Conference for the period 5/29/2014 - 6/1/2014. Funding Source: 32% Federal (IV-E Admin) and 68% Health and Human Services Levy

Rick Werner, Director of Human Services, presented. Item CPB2014-350 was unanimously approved.

C. Exemption Requests

CPB2014-351 Department of Information Technology Submitting an RFP exemption on RQ30776, which will result in an award recommendation to Social Solutions Global, Inc. in the amount of \$24,987.50 for consultant services for migration of a new application for use by Department of Health and Human Services Community Initiatives Division Family and Children First Council for the period 6/1/2014 - 5/31/2015. Funding Source: 100% General Funds Public Assistance Funds.

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-351 was unanimously approved.

CPB2014-352 County Sheriff Submitting an RFP exemption on RQ30633, which will result in an award recommendation to Vance Outdoors, Inc. in the amount of \$40,425.40 for the purchase of Ammunition for Protective Services. Funding Source: 100% Internal Services Fund.

James Taylor, Sheriff's Department, presented. Item CPB2014-352 was unanimously approved.

CPB2014-353 County Sheriff Submitting an RFP exemption, which will result in an amendment to a revenue generating agreement for an inmate pay phone system for use by the County Sheriff for the period 5/1/2009 - 4/30/2014 to extend the time period to 12/31/2014. Funding Source: Revenue Generating.

James Taylor, Sheriff's Department, presented. Item CPB2014-353 was unanimously approved. Following the vote, Dale Miller commented that the County should not generate revenues above cost from the rates charged to inmates for phone calls. He asked that this be considered as the County works to procure the long-term contract for inmate phone service. James Taylor responded that in negotiating the next contract, which will be in place at the beginning of 2015, the Department will seek to lower the rates charged, eliminate commissions, and ensure that charges cover only the cost of the calls, equipment, and supplies.

CPB2014-354 County Sheriff Submitting an RFP exemption on RQ30718, which will result in an award recommendation to Vance Outdoors, Inc. in the amount of \$182,233.80 for the purchase of 180 Taser Units and supplies. Funding Source: 100% General Fund

James Taylor, Sheriff's Department, presented. Item CPB2014-354 was unanimously approved.

CPB2014-355 Department of Health and Human Services/Cuyahoga Job and Family Services Submitting an RFP exemption on RQ30821, which will result in an award recommendation to Advertising Vehicles in the amount of \$2,000.00 for a production and media package for fraud awareness campaign signs for Regional Transportation Authority Buses for the period 4/28/2014 - 5/31/2014. Funding Source: Public Assistance Funds.

Rick Werner, Director of the Department of Human Services, presented. Item CPB2014-355 was unanimously approved.

D. Consent Agenda

CPB2014-356 Department of Public Works submitting an amendment to a Real Estate Agreement with Ohio Department of Transportation for right-of-way acquisition in connection with construction of Stage 3 of the Towpath Trail Extension from Steelyard Commons to Tremont Trailhead to change the terms, effective 3/11/2014. Funding Source: Federal Funds - \$1,000,000.00 (Maximum Federal Participation) Local Funds - \$1,000,000.00 (Maximum Local Participation - State Capital Grant ODNR / City of Cleveland -Steelyard TIF Funds)

Item CPB2014-356 was unanimously approved.

CPB2014-357 Department of Public Works recommending to declare miscellaneous property as surplus County property no longer needed for public use; requesting authority to advertise, post notice and conduct the auction, in accordance with Ohio Revised Code Section 307.12(A)(1). Funding Source: Revenue Generating

Item CPB2014-357 was unanimously approved.

CPB2014-358 Department of Public Works submitting an amendment (Subsidiary No. 1) to Contract No. CE1200459-01 with Layne Inliner, LLC, for the 2012 Sewer Lining Program for various County sewer districts to change the terms, effective 8/26/2014; no additional funds required. Funding Source: Sewer Cash District Cash Balances and Community Development Block Grant Funds

Item CPB2014-358 was unanimously approved.

CPB2014-359 Department of Public Works

- a) Submitting an amendment (Subsidiary No. 1) to Contract No. CE1300279-01 with Schirmer Construction LLC for the deck replacement on Lee Road Bridge No. 00.77 over Mill Creek in the City of Maple Heights for a decrease in the amount of (\$7,506.08).
- b) Recommending to accept the project as complete and in accordance with plans and specifications.
- c) Requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 100% \$7.50 Vehicle License Tax Fund

Item CPB2014-359 was unanimously approved.

CPB2014-360 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 CPB2014-360 was unanimously approved.

CPB2014-361 County Sheriff recommending to terminate Contract No. CE1300195-01 with Quest Diagnostics of Pennsylvania Inc. for laboratory testing services for the period 4/1/2013 - 3/31/2016, effective 2/22/2014. Funding Source: General Funds

Item CPB2014-361 was unanimously approved.

CPB2014-362 Department of Public Safety and Justice Services/Public Safety Grants Submitting an agreement with City of North Olmsted for the purchase of equipment, valued in the amount not-to-exceed \$43,548.05 in connection with the FY2011 Urban Area Security Initiative Grant Program for the period 9/1/2011 - 8/30/2014. Funding Source: FY2011 Urban Area Security Initiative Funds through Ohio Emergency Management Agency

Item CPB2014-362 was unanimously approved.

CPB2014-363 Department of Public Safety and Justice Services/Public Safety Grants Submitting agreements with various municipalities in connection with the FY2010 Urban Area Security Initiative Grant Program for the period 8/1/2010 - 7/31/2013:

- a) City of Bay Village for the purchase of equipment, valued in the amount not-to-exceed \$7,684.95.
- b) City of North Olmsted for the purchase of equipment, valued in the amount of \$5,123.30.

Funding Source: FY2010 Urban Area Security Initiative Funds through Ohio Emergency Management Agency

Item CPB2014-363 was unanimously approved.

CPB2014-364 Department of Public Safety and Justice Services/Public Safety Grants Submitting agreements with various municipalities in connection with the FY2010 State Homeland Security Grant Program for the period 8/1/2010 - 3/31/2013:

- a) City of Bay Village for the purchase of equipment, valued in the amount not-to-exceed \$12,808.25.
- b) City of North Olmsted for the purchase of equipment, valued in the amount not-to-exceed \$2,561.65

Funding Source: FY2010 State Homeland Security Program Funds through Ohio Emergency Management Agency

Item CPB2014-364 was unanimously approved.

CPB2014-365 Department of Public Safety and Justice Services/Public Safety Grants Submitting a grant award in the amount of \$10,000.00 from the Ohio Department of Youth Services for the 2011 Juvenile Justice Delinquency Prevention Administrative award for the period 1/1/2014 - 9/30/2014.

Funding Source: FY11 JJDP Admin is from the Ohio Department of Youth Services through the Federal Office of Juvenile Justice and Delinquency Prevention..

Item CPB2014-365 was unanimously approved.

CPB2014-366 Office of Procurement & Diversity presenting voucher payments for the week of 5/5/2014.

Item CPB2014-366 was unanimously approved.

CPB2014-367 Department of Development submitting voucher payments/housing rehab loans for the week 4/24/14 to 4/30/14.

Item CPB2014-367 was unanimously approved.

V. Other Business

CPB2014-368 Information Technology presented a time-sensitive, mission-critical item – requesting approval to purchase mainframe printer paper. Total cost is \$4,219.20 to provide 3-month supply of paper until a longer-term contract for supply is in place. The name of the vendor is Forms World, Inc. Lenora Lockett confirmed that the vendor is not on the County's debarment list.

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

A motion to approve item CPB2014-368 was unanimously approved.

A motion to restore Information Technology's 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 11:56 a.m.