

## Minutes

Cuyahoga County Contracts and Purchasing Board  
June 9, 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 11:31 a.m.

#### Attending:

Director of Procurement and Diversity Lenora Lockett  
Councilman Dale Miller  
Fiscal Officer Mark Parks  
Director of Public Works Bonnie Teeuwen

### II. Review Minutes

The minutes of the June 2, 2014 Contracts and Purchasing Board meet were approved, as written.

### III. Public Comment

There was no public comment.

### IV. Contracts and Awards

#### A. Tabled Items

#### B. Scheduled Items

CPB2014-440 Department of Public Works,

a) Submitting the 2014 Annual Fee Assessment Statement/Statement of Financial Responsibility to the Petroleum Underground Storage Tank Release Compensation Board.

b) Recommending a payment in the amount of \$4,000.00 to State of Ohio UST Fund for coverage of ~~10~~ 8 underground storage tanks for the period 7/1/2014 - 6/30/2015.

Funding Source: 100% General Funds

This item was amended to reflect the coverage of 8-underground storage tanks. Mike Chambers presented. Item CPB2014-440 was unanimously approved.

CPB2014-441 Department of Development, submitting an amendment to Contract No. CE1300468-01 with Community Housing Solutions for Furnace Repairs for Low-Income Urban County Households for the period 11/1/2013 - 5/31/2014 for additional funds in the amount not-to-exceed \$10,000.00.

Funding Source: 100% by federal Community Development Block Grant funds

Paul Herdeg, Department of Development, presented. Item CPB2014-441 was unanimously approved.

CPB2014-442 Department of Information Technology, a) Submitting an RFP exemption on RQ30665, which will result in an award recommendation to SHI International Corp. in the amount not-to-exceed \$1,511.00 for support and maintenance of Veeam backup software for the period 6/1/2014 - 5/31/2015.  
b) Recommending an award on RQ30665 and enter into a contract with SHI International Corp. in the amount not-to-exceed \$1,511.00 for support and maintenance of Veeam backup software for the period 6/1/2014 - 5/31/2015.

Michael Young, Department of Information Technology, presented. Item CPB2014-442 was unanimously approved.

CPB2014-443 Department of Workforce Development , submitting a contract with Menorah Park Center for Senior Living BET Moshav Zekenim Hadati for Older Adults in the amount not-to-exceed \$3,892.96 for the Incumbent Worker Training Program for the period 4/9/2014 - 7/30/2014. Funding Source: 100% by the Community Development Block Grant funds

Melinda Burt, Clerk of the Board, presented. Item CPB2014-443 was unanimously approved.

CPB2014-444 Medical Examiner, submitting revenue generating agreements with various counties for autopsy and forensic testing services for \$1,075.00 per autopsy for the period 1/1/2014 - 12/31/2018:

- a) Mahoning County
- b) Trumbull County

Funding Source: Revenue Generating

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-444 was unanimously approved.

CPB2014-445 Medical Examiner, recommending an award on RQ29318 and enter into a contract with Airgas USA, LLC (6-2) in the amount not-to-exceed \$25,000.00 for laboratory gas services for the period 6/9/2014 - 6/8/2016. Funding Source: 100% General Funds

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-445 was unanimously approved.

CPB2014-446 Court of Common Pleas/Juvenile Court Division, recommending awards and enter into contracts with various providers in the total amount of \$48,150.00 for the Coordinated Approach to Low-Risk Misdemeanors (CALM) Project in connection with FY2012 Title II grant program:

- a) Beech Brook in the amount not to-exceed \$43,000.00 for assessment, service brokerage and respite care services for the period 6/9/2014 - 6/30/2014.
- b) Case Western Reserve University, Mandel School of Applied Social Sciences in the amount not-to-exceed \$4,750.00 for police officer training and education services for the period 6/9/2014 - 6/30/2014.
- c) Mt. Pleasant Community Zone in the amount not-to-exceed \$400.00 for community training and education for the period 6/9/2014 - 6/30/2014. Funding Source: FY2012 Title II grant funds

Karen Lippmann, Court of Common Pleas/Juvenile Court Division, presented. Bonnie Teeuwen asked for clarification on the selection of 4<sup>th</sup> District as the focus area for the project. Lenora Lockett asked if the item had changed since approved for an RFP exemption. Ms. Lippman responded that on the item, Frontline has been replaced by Beechbrook. Item CPB2014-446 was unanimously approved.

CPB2014-447 Department of Public Safety and Justice Services, recommending an award on RQ29130 and enter into a contract with Remotec, Inc. in the amount of \$15,216.00 for specialty team equipment training for the period 7/15/2014 - 8/1/2014. Funding Source: 100% FY2011 Urban Area Security Initiative Grant funds.

Felecia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2014-447 was unanimously approved.

CPB2014-448 Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to Contract No. CE1300350-01 with First Choice Medical Staffing of Ohio, Inc. for therapy and temporary nursing services for the period 6/1/2013 - 5/31/2014 to extend the time period to 12/31/2014 and for additional funds in the amount of \$20,000.00. Funding Source: Health & Human Services Levy Funds

Ben Miladin, Department of Health and Human Services/Division of Senior and Adult Services, presented. Dale Miller asked for further explanation on the component of the program that will be used to help prevent falling. Item CPB2014-448 was unanimously approved.

CPB2014-449 Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ30576 and enter into an agreement with Educational Service Center of Cuyahoga County in the amount not-to-exceed \$12,476.47 for fiscal agent services in connection with staffing for Early Childhood Mental Health Central Coordinator position for the period 7/1/2014 - 6/30/2015. Funding Source: 33% Federal and 67% Health and Human Services Levy funds

Daphne Kelker, Department of Health and Human Services/Division of Children and Family Services, presented. Item CPB2014-449 was unanimously approved.

CPB2014-450 County Council,

- a) Submitting an RFP exemption, which will result in an award recommendation to Nolan Beck in the amount of \$2,500.00 for creation and design of a new Cuyahoga County Logo and for assignment of intellectual property rights of the Logo to Cuyahoga County.
- b) Recommending an award and enter into a contract with Nolan Beck in the amount of \$2,500.00 for creation and design of a new Cuyahoga County Logo and for assignment of intellectual property rights of the Logo to Cuyahoga County. Funding Source: 100% General Fund

Trevor McAleer, County Council, presented. Item CPB2014-450 was unanimously approved.

### C. Exemption Requests

CPB2014-451 Department of Information Technology, submitting an RFP Exemption on RQ30349, which will result in an award recommendation to N. Harris Computer dba Cogsdale Corporation in the amount not-to-exceed \$194,063.25 for Software Support and Maintenance of FAMIS Software for use by the Fiscal Office for the period 4/1/2014 - 3/31/2016. Funding Source: General Funds

Michael Young, Department of Information Technology, presented. Item CPB2014-451 was unanimously approved.

CPB2014-452 Department of Information Technology, submitting an RFP exemption on RQ30778, which will result in an award recommendation to CaseWare IDEA Inc. in the amount of \$21,995.00 for support on analysis and auditing solution software for the period 7/1/2014 - 6/30/2015 for use by Department of Internal Auditing. Funding Source: 100% General funds

Item CPB2014-452 was held at the request of the Department due to a dispute over the contract time period.

CPB2014-453 Department of Information Technology, submitting an RFP exemption on RQ30362, which will result in an award recommendation to SHI International in the amount of \$409,879.38 for support and maintenance on Oracle software products for the period 6/1/2014 - 5/31/2015. Funding Source: 100% General Funds

Michael Young, Department of Information Technology, presented. Item CPB2014-453 was unanimously approved.

CPB2014-454 Department of Information Technology, submitting an RFP exemption on RQ30970, which will result in an award recommendation to MNJ Technologies in the amount of \$50,960.00 for the purchase of 80 HP Probook 450 G1 Notebooks and 80 HP Office Jet Copier/Fax/Printer/Scanners. Funding Source: Temporary Assistance to Needy Families Allocation Funds

Patrick Gaunt, Department of Health and Human Services/Cuyahoga Job & Family Services, presented. Item CPB2014-454 was unanimously approved.

CPB2014-455 Department of Information Technology, submitting an RFP exemption on RQ30499, which will result in an award recommendation to DC Group in the amount of \$4,200.00 for the purchase of 80 Energys NP7-12 Batteries. Funding Source: 100% General Fund

Michael Young, Department of Information Technology, presented. Item CPB2014-455 was unanimously approved.

CPB2014-456 Fiscal Office/Department of Consumer Affairs, submitting a sole source exemption on RQ30730, which will result in an award recommendation to Nover Engelstein & Associates, Inc. in the amount not-to-exceed \$5,822.00 for the purchase of WinWam Software licenses and equipment. Funding Source: General Funds

Cynthia Sich, Department of Consumer Affairs, presented. Item CPB2014-456 was unanimously approved.

CPB2014-457 Fiscal Office/County Treasurer, submitting an RFP exemption on RQ30930, which will result in an award recommendation to Cummins Allison Corp. in the amount of \$3,795.00 for the purchase of a Currency Counter. Funding Source: 100% General Funds

Gerry Murphy, Office of the County Treasurer, presented. Item CPB2014-457 was unanimously approved.

CPB2014-458 County Prosecutor, submitting a sole source exemption on RQ30206, which will result in an award recommendation to Cellebrite USA, Inc. in the amount of \$10,682.99 for hardware upgrade of cellphone forensic analysis kit. Funding Source: 100% US DOJ Internet Crimes Against Children Grant Program

Jason Howell, County Prosecutor's Office, presented. Item CPB2014-458 was unanimously approved.

CPB2014-459 County Prosecutor, submitting a sole source exemption on RQ30205, which will result in an award recommendation to Guidance Software, Inc. in the amount of \$2,396.00 for renewal of Encase Forensic Software SMS tools and licenses. Funding Source: 100% US DOJ Internet Crimes Against Children Grant Program

Jason Howell, County Prosecutor's Office, presented. Mark Parks asked if there was overlap between the product reviewed under item #459 and #458. Jason replied that there is some overlap, but each has unique properties. Item CPB2014-459 was unanimously approved.

CPB2014-460 County Sheriff, submitting an RFP exemption on RQ31065, which will result in an award recommendation to International Preparedness Associates, Inc. in the amount of \$41,133.00 for assessment and training services for Marine Patrol and Dive team for the period 6/15/2014 - 2/28/2015. Funding Source: 100% by the FY11 Port Security Grant Program

James Taylor, County Sheriff's Office, presented. Item CPB2014-460 was unanimously approved.

CPB2014-461 Department of Public Safety and Justice Services, submitting an RFP exemption on RQ31020, which will result in an award recommendation to Geofeedia Inc. in the amount of \$35,000.00 for social media search and monitoring services for the Northeast Ohio Regional Fusion Center for the period 5/1/2014 - 4/30/2016. Funding Source: 100% General Fund

Felecia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2014-461 was unanimously approved.

CPB2014-462 Department of Health and Human Services/Cuyahoga Job & Family Services, submitting an RFP exemption on RQ30997, which will result in an award recommendation to Mid-America Consulting Group, Inc. fka Provider Gateway, Inc. in the amount of \$2,500.00 for support services for long term care application software for the period 2/1/2014 - 1/31/2015. Funding Source: 100% Public Assistance Funding

Patrick Gaunt, Department of Health and Human Services/Information Technology, presented. Item CPB2014-462 was unanimously approved.

CPB2014-463 Department of Health and Human Services/Division of Senior and Adult Services, Submitting an RFP exemption on RQ30912, which will result in an award recommendation to Senior Impact Publications, LLC in the amount of \$1,350.00 for advertisement of senior services in the Older Adult Resources Guide. Funding Source: Health and Human Services Levy funds

This item was corrected to reflect the name of the vendor as Senior Impact Publications, LLC.

Marybeth Vaughn, Department of Health and Human Services/Division of Senior and Adult Services, presented. Item CPB2014-463 was unanimously approved.

CPB2014-464, Department of Health and Human Services/Division of Children and Family Services submitting an RFP exemption, which will result in award recommendation to various providers in the amount not-to-exceed \$40,000.00 for summer camp activities for children in custody for the period 6/1/2014 - 9/30/2014. Funding Source: Health and Human Services Levy funds

Daphne Kelker, Department of Health and Human Services/Division of Children and Family Services, presented. Item CPB2014-464 was unanimously approved.

#### D. Consent Agenda

CPB2014-465 Department of Public Works, recommending to declare 1-Jet Vac Truck No. 03-193 as surplus County property no longer needed for public use; recommending to trade said equipment, valued at \$25,000.00, to Jack Doheny Company in connection with the purchase of a replacement Jet Vac Truck No. 03-194, in accordance with Ohio Revised Code Section 307.12(H). Funding Source: Road & Bridge Funds

Item CPB2014-465 was unanimously approved.

CPB2014-466 Department of Public Works, submitting an agreement of cooperation with City of Lakewood for resurfacing of West 117th Street from Bellaire Road to Lake Avenue. Funding Source: 100% Road & Bridge Funds

Item CPB2014-466 was unanimously approved.

CPB2014-467 Department of Development, submitting an amendment to Agreement No. AG1300184-01 with County Planning Commission for an Improvement Target Area Identification and Redetermination Study for the period 9/10/2013 - 5/31/2014 to extend the time period to 9/30/2014; no additional funds required. Funding Source: 100% General funds

Item CPB2014-467 was unanimously approved.

CPB2014-468 Department of Development, submitting amendments to Urban County Agreements of Cooperation with various municipalities, bringing the agreements into compliance with recent federal law by adding a provision that prohibits the selling, trading or transfer of federal Community Development Block Grant funds among units of local government:

- a) City of Brook Park
- b) City of Brooklyn
- a) City of Lyndhurst
- b) City of Maple Heights
- c) City of North Olmsted
- d) City of North Royalton
- e) City of South Euclid
- f) City of University Heights

- g) Village of Woodmere
- h) Village of Bentleyville
- i) Village of Moreland Hills
- j) Village of Newburgh Heights
- k) Village of North Randall
- l) Village of Orange

Funding Source: N/A – no additional funds required

Item CPB2014-468 was unanimously approved.

CPB2014-469 Department of Information Technology, recommending to declare various computer equipment, per CSR# 140428, as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue Generating

Item CPB2014-469 was unanimously approved.

CPB2014-470 Department of Information Technology, recommending to declare various computer equipment, per CSR# 140432, as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue Generating

Item CPB2014-470 was unanimously approved.

CPB2014-471 Department of Information Technology, recommending to declare various phone equipment as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue Generating

Item CPB2014-471 was unanimously approved.

CPB2014-472 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to Agreement No. AG1300232-01 with Educational Service Center of Cuyahoga County for the FY2013 Positively Moms Initiative Program for the period 10/1/2013 - 9/30/2014 to extend the time period to 2/28/2015 and to make budget line item revisions, effective 5/1/2014; no additional funds required. Funding Source: Original agreement was 100% by grant dollars from the William J. and Dorothy K. O'Neill Foundation

Item CPB2014-472 was unanimously approved.

CPB2014-473 Office of Procurement & Diversity presenting voucher payments for the week of 6/9/2014.

Item CPB2014-473 was unanimously approved.

CPB2014-474 Department of Development voucher payments/housing rehab loans 5/29/14 to 6/05/2014.

Item CPB2014-474 was unanimously approved.

V. Other Business

There was no other business.

VI. Public Comment

There was no public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 11:58 a.m.