

Minutes

Cuyahoga County Contracts and Purchasing Board
August 4, 2014 11:30 A.M.
County Headquarters
2079 East 9th Street, 4th Floor
Committee Room B
Cleveland, Ohio 44115

I. Call to Order

The meeting was called to order at 11:36 a.m.

Attending:

County Executive Ed FitzGerald
Chief of Staff Matt Carroll
Director of the Office of Procurement & Diversity Lenora Lockett
Councilman Dale Miller
Fiscal Officer Mark A. Parks, Jr.
Director of Public Works Bonnie Teeuwen

II. Review Minutes

The minutes of the July 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 – None

B. Scheduled Items

CPB2014-605 Department of Public Works, recommending an award on RQ31307 to Ganley Chrysler Dodge Jeep Ram in the amount of \$89,420.00 for the purchase of 4 Flex Fuel Dodge Caravan vehicles for the County Sheriff's Office. Funding Source: Internal Service Fund - Maintenance Garage

Mike Chambers, Department of Public Works, presented. Mike answered questions posed by Dale Miller related to the cost estimate. The estimated cost for this purchase was \$86,000.00.

Item CPB2014-605 was unanimously approved.

CPB2014-606 Department of Development,

1) Recommending awards on RQ20596 and enter into contracts with various vendors for Brownfield Environmental Site Assessment services:

- a) Phase II, with Burgess & Niple, Inc. in the amount not to-exceed \$32,250.00 at the proposed Lofts at Lion Mills Site located at 3256 West 25th Street, Cleveland, for the period 8/4/2014 - 9/30/2014.
- b) Phase I, with HZW Environmental Consultants, LLC in the amount not-to-exceed \$3,970.00 at Harvard Refuse/Sable Realty Site located at 4589, 4585 Harvard Avenue, Cuyahoga Heights for the period 7/14/2014 - 9/30/2014.
- c) Phase I, with Partners Environmental Consulting, Inc. in the amount not to-exceed \$3,360.00 at The St. Clair Plaza Site located at 6321 St. Clair Avenue, Cleveland for the period 7/14/2014 - 9/30/2014.

2) Submitting Grant of Right of Entry, Consent and Release from Liability agreements in connection with said project sites. Funding Source: Brownfield Revolving Loan funds

Janise Bayne, Department of Development, presented. Item CPB2014-606 was unanimously approved.

CPB2014-607 Department of Development, requesting approval of a Community Development Loan to Ohio Aerospace Institute in the amount not to exceed \$50,000.00. Funding Source: General Funds

Nathan Kelly, Deputy Chief of Staff, presented. Ed FitzGerald commented that economically, the County was not leveraging the resources and intellectual capital that exists at Nasa Glenn. This project will enable the region to capitalize on those assets. Ed also stated the County is working with partners to make a Public announcement about this project and asked Nate to keep Councilman Miller informed so that he can be a participant in the announcement. Nate also answered questions posed by Dale Miller related to the relationship between NASA and the Airport on the proposed project. Nate replied that the emphasis of this project is on NASA Glenn, and technology transfer from the aerospace industry.

Item CPB2014-607 was unanimously approved.

CPB2014-608 Personnel Review Commission, recommending an award on RQ30086 to Gallagher Benefit Services, Inc. (18-3) in the amount of \$75,000.00 for a Pay Equity Study for the period 8/1/2014 - 12/15/2014. Funding Source: General Funds

Item CPB2014-608 was held pending completion of Ethics Registration and training.

CPB2014-609 Medical Examiner, Submitting revenue generating agreements with various county agencies for autopsy and forensic testing services for \$1,075.00 per autopsy for the period 1/1/2014 - 12/31/2018:

- a) Ashland County Coroner
- b) Lake County Coroner

Funding Source: Revenue Generating

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-609 was unanimously approved.

CPB2014-610 Department of Public Safety and Justice Services/Witness/Victim, recommending an award on RQ29807 and enter into an agreement with Cleveland State University (7-1) in the amount

not-to-exceed \$23,714.07 for evaluation services for the Children Who Witness Violence Program for the period 7/1/2014 - 12/31/2014. Funding Source: General Funds

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2014-610 was unanimously approved.

CPB2014-611 Department of Health and Human Services/Cuyahoga Job and Family Services, recommending an award on RQ31205 and enter into a contract with Starting Point in the amount not to-exceed \$79,306.00 for Child Care Resource and Agency services for the period 8/1/2014 - 7/31/2015. Funding Source: Federal Child Care Administration funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2014-611 was unanimously approved.

CPB2014-612 Department of Health and Human Services/Division of Senior and Adult Services, recommending an award on RQ30345 and enter into a contract with Terminix International, Inc. (10-2) in the amount not-to-exceed \$50,000.00 for bed bug extermination services for the period 8/1/2014 - 7/31/2016. Funding Source: Health & Human Services Levy Funds

Mary Beth Vaughn, Division of Senior and Adult Services, presented. Mary Beth answered questions posed by Dale Miller and Matt Carroll related to how this contract originated, the selection process and the cost for these services. This contract is in response to an item that Councilwoman Yvonne Conwell initiated at County Council. Clients will be selected on a first come/ first served basis. The costs specified for these services are based on the type of home eradication required and range between \$1,000 - \$1,200 for a 1 bedroom unit, and \$1,100 - \$1,600 for a 3 bedroom home.

Item CPB2014-612 was unanimously approved.

C. Exemption Requests

CPB2014-613 Court of Common Pleas, submitting an RFP exemption on RQ31357 & RQ31392 which will result in an award recommendation to S. Rose Company in the amount of \$164,904.08 for the purchase of Office furniture.

Funding Source:
\$162,662.07 – Probation Fees Revenue Account
\$2,242.01 – Court's General Fund Account

Item CPB2014-613 was held at the request of the Department.

CPB2014-614 Department of Health and Human Services/Community Initiatives Division/ Office of Early Childhood, Submitting an RFP exemption on RQ31519, which will result in an award recommendation to Starting Point in the amount of \$859,541.00 for Universal Pre-Kindergarten Supportive Services for the period 8/1/2014 - 7/31/2015. Funding Source: Health and Human Services Levy Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2014-614 was unanimously approved.

CPB2014-615 Department of Health and Human Services/Division of Senior and Adult Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE1200262-01 with ~~Absolute Home Health Care Agency, Inc.~~ **ABC International Services, Inc.** for Chore and Grab Bar services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2012 - 6/30/2014 to extend the time period to 8/31/2014; no additional funds required. Funding Source: Health & Human Services Levy Funds

This item was corrected to reflect the vendor as ABC International Services, Inc.

Mary Beth Vaughn, Division of Senior and Adult Services, presented. Dale Miller asked if funds were still available in the original contract. Mary Beth responded yes.

Item CPB2014-615 was unanimously approved.

D. Consent Agenda

CPB2014-616 Department of Public Works, Submitting an agreement with Village of Glenwillow for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-616 was unanimously approved.

CPB2014-617 Common Pleas Court/Corrections Planning Board, requesting authority to rescind Contracts and Purchasing Board Approval No. CPB2014-196, which authorized an amendment to Contract No. CE1300470-01 with Sadler-Necamp Financial Services, Inc., dba PROWARE for interface design, development and implementation of the CCJIS case management system and OffenderLink System for the period 7/1/2013 - 12/31/2013 to extend the time period to 2/28/2014 and for a decrease in the amount of (\$5,800.00). Funding Source: 100% Ohio Department of Rehabilitation and Correction Probation Improvement Technology & Training Grant funds

Item CPB2014-617 was unanimously approved.

CPB2014-618 Department of Health and Human Services/Community Initiatives/Office of Homeless Services, Submitting a grant agreement with United States Department of Housing and Urban Development in the amount of \$174,731.00 for the Zelma George Link Program in connection with the FY2013 HEARTH Act Homeless Assistance Grant/Cuyahoga County Continuum of Care Program for the period 2/1/2014 - 1/31/2015. Funding Source: U.S. Department of Housing & Urban Development, FY 2013 Federal funds

Item CPB2014-618 was unanimously approved.

CPB2014-619 Department of Health and Human Services/Division of Children and Family Services, recommending to terminate Contract No. CE1300039-01 with Bellefaire Jewish Children's Bureau for adoption services for the period 1/1/2013 - 12/31/2014, effective 5/25/2014. Funding Source: State-State Child Protective Allocation funds.

Item CPB2014-619 was unanimously approved.

CPB2014-620 Office of Procurement & Diversity, presenting voucher payments for the week of 8/4/2014.

Item CPB2014-620 was unanimously approved.

V. Other Business

CPB2014-621 – TIME-SENSITIVE/MISSION CRITICAL

Michael Chambers, Department of Public Works, presented. Requesting approval of RQ31694 with Animal Emergency Clinic West in the amount of \$3,004.24 for emergency services for a dog delivered by the County Kennel.

A motion to amend the agenda to consider the item was unanimously approved. Item CPB2014-621 was unanimously approved. A motion to restore the Department of Public Works' mission-critical budget to \$25,000.00 was unanimously approved.

VI. Public Comment

There was no public comment.

VII. Adjournment

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