

Minutes

Cuyahoga County Contracts and Purchasing Board
August 18, 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 11:30 a.m.

Attending:

Fiscal Officer Mark A. Parks, Jr.
Melvin Davis (Alternate for Chief of Staff Matt Carroll)
Director of the Office of Procurement & Diversity Lenora Lockett
Councilman Dale Miller
Director of Public Works Bonnie Teeuwen

II. Review Minutes

The minutes of the August 11, 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

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: 100% General Funds

Rebecca Kopcienski, Personnel Review Commission, presented. Item CPB2014-608 was approved by majority vote with Parks, Teeuwen, Lockett and Davis voting in the affirmative, and Miller recusing himself from the vote as he sat in on the interview and selection process.

B. Scheduled Items

CPB2014-630 Department of Public Works,

a) Submitting an RFP exemption on RQ 31787, which will result in an award recommendation to Integrated Precisions Systems, Inc. in the amount of \$35,405.32 for purchase and installation of Law Enforcement Equipment as part of the Euclid Jail Renovations-Phase 2.

b) Recommending an award on RQ 31787 to Integrated Precisions Systems, Inc. in the amount of \$35,405.32 for purchase and installation of Law Enforcement Equipment as part of the Euclid Jail Renovations - Phase 2. Funding Source: General Fund – Capital Projects

Norberto Colon, Deputy Chief of Staff, Justice Services, presented. Item CPB2014-630 was unanimously approved.

C. Exemption Requests

CPB2014-631 Department of Information Technology, submitting an RFP exemption on RQ31253, which will result in an award recommendation to MNJ Technologies Direct in the amount of \$33,473.80 for the purchase of 4 Cisco C3850 48 Port Switches with warranty and associated network connectivity equipment. Funding Source: Medical Lab

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-631 was unanimously approved.

CPB2014-632, Department of Information Technology, submitting an RFP exemption on RQ31298, which will result in an award recommendation to MNJ Technologies Direct in the amount of \$131,930.00 for the purchase of 2 Barracuda 910 Web Filtering Appliances with 3 year updates, technical support and instant replacement services. Funding Source: General Funds

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-632 was unanimously approved.

CPB2014-633 Medical Examiner, Submitting a sole source exemption on RQ31311, which will result in an award recommendation to Lodox Systems North America, LLC in the amount of \$405,500.00 for the purchase of a Lodox Statscan Critical Imaging System Model VE1. Funding Source: Medical Examiner Lab Funds

Hugh Shannon, Medical Examiner's Office, presented.

Item CPB2014-633 was unanimously approved.

CPB2014-634 Public Defender, Submitting an RFP exemption on RQ31555, which will result in award recommendation to Kreig Brusnahan in the amount of \$24,500.00 for legal services for indigent clients in Domestic Relations Court for the period 11/4/2014 - 11/6/2015. Funding Source: General Funds

Robert Tobik, Public Defender, presented Dale asked for an explanation regarding the Court's order process. Mr. Tobik replied as an example when the Court orders someone to pay child support and they do not comply, the only other option is to go to jail. This requires legal representation since the threat of incarceration is present. Bonnie asked how this differs from his normal duties. Mr. Tobik replied he does not work in Domestic Relations Court. A decision from the Supreme Court dictates in Domestic Relations Court when a person faces the possibility of incarceration they should have legal counsel representation.

Lenora asked if this is for Continuity services will Mr. Brusnahan only handle cases that have already begun or will he be assigned new cases and will the Court do an RFP or RFQ next year. Mr. Tobik replied there is no break in representation. When the contract expires the new term will start. A request for proposals was done on 2 occasions and this vendor was the only one who responded but the Court will go out for bids again next year.

Item CPB2014-634 was unanimously approved.

CPB2014-635 Court of Appeals, submitting an RFP exemption on RQ31542, which will result in an award recommendation to Hewlett-Packard in the amount of \$20,474.00 for the purchase of 36 HP printers. Funding Source: General Fund

Ute Vilfroy, Court of Appeals, presented. Bonnie asked if this item was reviewed by TAC. Ms. Vilfroy said yes. Mark asked if the Department has a computerization fund. The Court of Appeals has a special projects fund and 1,500 appeals are filed per year in Cuyahoga County, which leaves the Court with a small amount. Sufficient funds are not available for this type of service scope using special projects funds.

Bonnie asked if the printers were being purchased by the Court and are maintenance requirements included and how long is the in the maintenance term. Ms. Vilfroy replied the courts are purchasing the printers. Maintenance is in the Bid requirements and it is part of Hewlett Packard's service package. The maintenance is for 18 mos. After which, the Court would go out for bids for the maintenance portion. Dale asked if there were sufficient funds available in the Court's budget for this purchase. Ms. Vilfroy replied the appropriations are more than sufficient.

Item CPB2014-635 was unanimously approved.

CPB2014-636 Court of Appeals, submitting an RFP exemption on RQ31551, which will result in an award recommendation to Hewlett-Packard in the amount of \$31,841.46 for the purchase of 2 HP servers and 1 back-up device with software support. Funding Source: General Funds

Ute Vilfroy, Court of Appeals, presented. Bonnie asked if these are the same kind of servers the County is currently using. Ms. Vilfroy replied yes.

Item CPB2014-636 was unanimously approved.

CPB2014-637 Court of Appeals, submitting an RFP exemption on RQ31540, which will result in an award recommendation to MNJ Technologies Direct in the amount of \$25,140.00 for the purchase of computer upgrade equipment and accessories. Funding Source: General Funds

Ute Vilfroy, Court of Appeals, presented.

Item CPB2014-637 was unanimously approved.

D. Consent Agenda

CPB2014-638 Department of Public Works, Recommending to declare miscellaneous furniture and office equipment that is obsolete and has no value as surplus County property no longer needed for public use; recommending to discard or salvage said furniture and office equipment in accordance with Ohio Revised Code Section 307.12(I). Funding Source: N/A

Item CPB2014-638 was unanimously approved.

CPB2014-639 Department of Public Works, recommending to declare 1-TV Sewer Inspection Truck No. S-308 as surplus County property no longer needed for public use; recommending to trade said equipment, valued at \$7,000.00, to M-Tech Company in connection with the purchase of a replacement TV Sewer Inspection Truck No. S-320, in accordance with Ohio Revised Code Section 307.12(H). Funding Source: Sanitary Sewer Funds

Item CPB2014-639 was unanimously approved.

CPB2014-640 Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to a grant award from the Ohio Department of Youth Services for the FY2012 Title II Juvenile Justice and Delinquency Prevention Block Grant Program for the period 1/1/2012 - 9/30/2013 to extend the time period to 9/30/2015; no additional funds required. Funding Source: Ohio Department of Youth Services through the Federal Office of Juvenile Justice and Delinquency Prevention.

Item CPB2014-640 was unanimously approved.

CPB2014-641 Department of Health and Human Services/Community Initiatives Division/
Office of Homeless Services,

Submitting grant agreements with U.S. Department of Housing and Urban Development for various supportive services projects for homeless women and families in connection with the FY2013 HEARTH Act Homeless Assistance grant/Cuyahoga County Continuum of Care Program for the period 5/1/2014 - 4/30/2015:

- a) in the amount of \$150,000.00 for the West Side Catholic Housing Empowerment Project.
- b) in the amount of \$10,348,968.00 for the Emerald Development and Economic Network Shelter Plus Care Tenant Based Rental Assistance grant project. Funding Source: U.S. Department of Housing & Urban Development.

Item CPB2014-641 was unanimously approved.

CPB2014-642 Department of Health and Human Services/Division of Senior and Adult Services, submitting an amendment to Contract No. CE1200262-01 with ABC International Services, Inc. for 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 and Human Services Levy Funds

Item CPB2014-642 was unanimously approved.

CPB2014-643 Department of Health and Human Services/Division of Senior and Adult Services, Recommending to terminate Contract No. CE1400162-01 with Senior Outreach Services, Inc. for Homemaker services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2014 - 12/31/2015, effective 7/25/2014. Funding Source: Health and Human Services Levy Funds

Item CPB2014-643 was unanimously approved.

CPB2014-644 Department of Health and Human Services/Division of Children and Family Services,

Submitting an amendments to agreements and contracts with various providers for neighborhood collaborative services for the Family to Family Neighborhood System of Care program for the period 4/1/2014 - 3/31/2017 to change the terms, effective 4/1/2014; no additional funds required:

1) Agreements:

- a) Agreement No. AG1400049 with City of Lakewood
- b) Agreement No. AG1400051 with Cleveland Metropolitan Housing Authority.

2) Contracts:

- c) Contract No. CE1400076 with Catholic Charities Corporation - Fatima Family Center.
- d) Contract No. CE1400077 with Catholic Charities Corporation - St. Martin de Porres Family Center.
- e) Contract No. CE1400078 with The Harvard Community Services Center.
- f) Contract No. CE1400079 with Murtis Taylor Human Services System - East Cleveland.
- g) Contract No. CE1400080 with Murtis Taylor Human Services System - Mt. Pleasant.
- h) Contract No. CE1400081 with The Centers for Families and Children.
- i) Contract No. CE1400082 with University Settlement.
- j) Contract No. CE1400083 with West Side Community House.
- k) Contract No. CE1400084 with YMCA of Greater Cleveland.
- l) Contract No. CE1400086 with Word of Righteousness Family Center, Inc.

Funding Source: Original contract: 43.7% Federal and 56.3% Health and Human Services Levy

Item CPB2014-644 was unanimously approved.

CPB2014-645 Office of Procurement & Diversity, presenting voucher payments for the week of 8/18/2014.

Item CPB2014-645 was unanimously approved.

CPB2014-646 Department of Development, Submitting Voucher payments/housing rehab loans for the period 8/7/14 to 8/14/14.

Item CPB2014-646 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 11:49 a.m.