

## Minutes

Cuyahoga County Contracts and Purchasing Board  
September 22, 2014 11:30 A.M.  
County Headquarters  
2079 East 9<sup>th</sup> Street, 4<sup>th</sup> Floor  
Committee Room B  
Cleveland, Ohio 44115

### I. Call to Order

The meeting was called to order at 11:33 a.m.

#### Attending:

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

### II. Review Minutes

The minutes of the September 15, 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

CPB2014-718 Department of Development,

- a) Recommending an award on RQ20596 and enter into a contract with URS Corporation - Ohio in the amount not to-exceed \$10,000.00 for Phase II Brownfield environmental site assessment services at Coit Urban Farm Site located at 14900 Coit Avenue and 15000 Woodworth Road, East Cleveland, Ohio for the period 09/02/2014 - 09/30/2014.
- b) Submitting a License for Entry, Consent and Limited Release from Liability agreement in connection with said project site. Funding Source: Brownfield Revolving Loan Funds

Jan Bayne, Department of Development presented. Dale Miller asked if the \$10,000.00 is just for the assessment, and how remediation is financed. Jan said that the County's involvement at this point does

not extend beyond site assessment and data collection, and that she is unaware of funding plans for the next phase. CPB2014-718 was unanimously approved.

CPB2014-719 Department of Public Safety and Justice Services, recommending an award on RQ31089 and enter into a contract with SAS Institute Inc. in the amount not to-exceed \$28,140.00 for the deployment and integration of Memex Connect RISS interface, SAS inbound RISS interface and SAS RISS entity for the period 6/30/2014 - 9/30/2014. Funding Source: General Fund

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2014-719 was unanimously approved.

CPB2014-720 Department of Information Technology,

a) Submitting an RFP exemption on RQ32112, which will result in an award recommendation to Web Performance, Inc. in the amount of \$21,600.00 for load testing services for the period 9/22/2014 – 6/30/2015.

b) Recommending an award on RQ32112 to Web Performance, Inc. in the amount of \$21,600.00 for load testing services for the period 9/22/2014 – 6/30/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-720 was unanimously approved.

#### C. Exemption Requests

CPB2014-721 Department of Information Technology, submitting an RFP exemption on RQ31254, which will result in an award recommendation to MNJ Technologies Direct in the amount of \$36,359.25 for the purchase of 2 Cisco C3850-48 Port Switches and 1 Cisco 2951 Integrated Services Router and associated network connectivity equipment. Funding Source: 100% Witness Victim General Fund Subsidy account

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-721 was unanimously approved.

CPB2014-722 Fiscal Office, submitting an RFP exemption on RQ31394, which will result in Government Cooperative purchase from GovConnection in the amount of \$151,346.00 for 200 I-Pads, accessories and support for use by Division of Children and Family Services. Funding Source: Health and Human Services Levy funds

Jeff Mowry, Chief Information Officer, presented on behalf of the fiscal office and Children and Family Services. Matt Carroll commented about the lack of a volume discount. Jeff Mowry responded that the installation on each device of Mobile Device Management (MDM) software added to the cost. Dale Miller asked if there would be an additional cost for data. Jeff Mowry responded that the devices will have a data plan, but did not have the exact cost. Dale Miller asked about the outcome of the pilot project. Patrick Gaunt responded that caseworkers reported that the devices saved time, could be easily stored out of sight, and made great use of the photo capability. Bonnie Teeuwen asked if the State allowed for an Android option. Jeff responded that the State standards were designed around Apple devices and the MDM software. Mark Parks asked for clarification on the designated requesting

department for information technology purchases. Kathy Goepfert responded that they are working to establish that process. Item CPB2014-722 was unanimously approved.

CPB2014-723 Department of Information Technology, submitting an RFP exemption on RQ31410, which will result in an award recommendation to Endicott Microfilm, Inc. in the amount of \$361,738.00 for Countywide maintenance on various scanners for the period 7/1/2014 - 6/30/2016. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Matt Carroll asked questions regarding the rationale for an RFP exemption on the contract. Item CPB2014-723 was held by Jeff Mowry, in order to further research and provide the information requested.

CPB2014-724 Fiscal Office, submitting an RFP exemption on RQ31302, which will result in an award recommendation to TAB Products Co, LLC in the amount of \$8,110.00 for support of YSB Physical Record Keeping Systems for the Health and Human Services/Division of Children and Family Services. Funding Source: 100% HHS Levy funds

Patrick Gaunt, Department of Information Technology, presented. Bonnie Teeuwen asked if the item received TAC approval. Patrick responded that it did. Item CPB2014-724 was unanimously approved.

CPB2014-725 Fiscal Office, submitting an RFP exemption, which will result in an amendment to Contract No. CE1300544 with Vital Resources, Inc. in the amount not-to-exceed \$85,000.00, for development of an application supporting work activity management for the Division of Children and Family Services for the period 11/1/2013 - 5/30/2014, to extend the time period to 12/31/14; no additional funds required. Funding Source: General Fund

Patrick Gaunt, Department of Information Technology, presented. Item CPB2014-725 was unanimously approved.

CPB2014-726 County Prosecutor, Submitting an RFP exemption, which will result in an amendment to Contract No. CE1100488-01 Millennium Investor Group V, LLC fka Hollo Properties, LTD for lease of space by County Prosecutor for the Internet Crimes Against Children Task Force for the period 8/1/2011 - 7/31/2014 to extend the time period to 7/31/2016 and for additional funds in the amount of \$45,808.00. Funding Source: US Department of Justice Grant - Ohio Internet Crimes Against Children Task Force

Greg Huth, County Prosecutor's Office, presented. Mark Parks asked if the vendor was current on their property taxes. Item CPB2014-726 was unanimously approved.

CPB2014-727 Department of Public Safety and Justice Services/Office of Emergency Management, submitting a sole source exemption on RQ31790, which will result in an award recommendation to Nautilus Marine Group International in the amount of \$45,000.00 for training and upgrade on Kongberg MS1000 Sonar equipment for the period 10/16 /1014 - 10/18/2014. Funding Source: FY13 Port Security Grant Program

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2014-727 was unanimously approved.

CPB2014-728 Department of Public Safety and Justice Services, submitting an RFP exemption on RQ31957, which will result in an award recommendation to TAC Computer in the amount of \$1,395.00 for CAD services for the period 9/1/2014 - 11/15/2014. Funding Source: General Fund

Felicia Harrison, Department of Public Safety and Justice Services, presented. Bonnie Teeuwen asked for definition of the acronym CAD. Felicia replied Computer Aided Dispatch. Item CPB2014-728 was unanimously approved.

CPB2014-729 Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an RFP exemption, which will result in an amendment to Contract No. CE1300448 with Youth Opportunities Unlimited for youth employment/internship program management services for the period 9/1/2013-8/31/2014, to extend the time to 8/31/2015 and for additional funds in the amount of \$200,000.00. Funding Source: Health and Human Services Levy Funds

Rick Werner, Director of Health and Human Services, presented. Dale Miller asked if the internships were paid or unpaid. Rick replied he believed the jobs are paid, but funded by the employer organizations. Rick replied that he would confirm this information. Item CPB2014-729 was unanimously approved.

CPB2014-730 Department of Health and Human Services/Division of Senior and Adult Services, Submitting an RFP exemption on RQ31849, which will result in an award recommendation to ~~Precision Integrated Systems, Inc.~~ **Integrated Precision Systems, Inc.** in the amount of \$1,500.00 for County re-badging supplies for the period 10/31/2014. Funding Source: Health & Human Services Levy Funds

This item was corrected to reflect the name of the vendor as Integrated Precision Systems, Inc.

Item CPB2014-730 was held at the request of Director Rick Werner.

#### D. Consent Agenda

CPB2014-731 Department of Public Works, submitting confirmation of an appropriation settlement in connection with Plat No. M-4985 improvement of Pleasant Valley Road/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma:

Parcel No(s): 146WD & T

Owner(s): B.K & P.A. Stapleton

Settlement \$ Amount: 2,000.00

Funding Source: First \$27,000.00 - County [Road and Bridge Fund]; \$27,000.00 to \$2,400,000.00 - 50% Federal/50% County [Road and Bridge].

Item CPB2014-731 was unanimously approved.

CPB2014-732 Department of Public Works, submitting an administrative offer of settlement agreement to the property owner for acquisition of right of way in connection with the improvement of Pleasant Valley Road/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma:

Parcel No(s): 83SH, CH, S & T  
Owner(s): K.M. Nyerges, Trustee  
Settlement \$ Amount: 8,500.00

Funding Source: First \$27,000.00 - County [Road and Bridge Fund]; \$27,000.00 to \$2,400,000.00 - 50% Federal/50% County [Road and Bridge]. Item CPB2014-732 was unanimously approved.

CPB2014-733 Department of Human Resources, recommending to amend Contracts and Purchasing Board approval No. CPB2014-690 which authorized an award on RQ30672 and enter into a contract with OccuCenters, Inc. for Flu Shot Clinics for County Employees/Spouses/ Domestic Partners for the period 10/1/2014 - 12/1/2014, by changing the amount not-to-exceed from \$27,000.00 to \$24,300.00. Funding Source: County Wellness Fund. Item CPB2014-733 was unanimously approved.

CPB2014-734 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

Ed FitzGerald asked for additional information on the items to be sold. Lenora Lockett replied that the property consisted of vehicles from the Public Works fleet. Item CPB2014-734 was unanimously approved.

CPB2014-735 Department of Public Safety and Justice Services, Requesting approval to apply for and accept grant funds from Ohio Emergency Management Agency in the amount of \$262,221.00 for the FY2014 Emergency Management Performance Grant Program for the period 10/1/2013 - 6/30/2015. Funding Source: FY2014 Emergency Management Performance Grant Program funds. Item CPB2014-735 was unanimously approved.

CPB2014-736 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, Submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$1,418,232.00 for the Shelter Plus Care Sponsor-based Rental Assistance Program in connection with the FY2013 HEARTH Act Continuum of Care Homeless Assistance Programs for the period 8/1/2014 - 7/31/2015. Funding Source: U.S. Department of Housing & Urban Development, FY 2013 Federal Budget. Item CPB2014-736 was unanimously approved.

CPB2014-737 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, Submitting a grant agreement with U.S. Department of Housing and Urban Development in the amount of \$213,884.00 for the PASS Supportive Services Program only in connection with the FY2013 HEARTH Act Continuum of Care for Homeless Assistance Grant Program for the period 8/1/2014 - 7/31/2015. Funding Source: U.S. Department of Housing & Urban Development, FY 2013 Federal Budget.

Item CPB2014-737 was unanimously approved.

CPB2014-738 Office of Procurement & Diversity, Presenting voucher payments for the week of 9/22/2014. Item CPB2014-738 was unanimously approved.

V. Other Business

TIME-SENSITIVE/MISSION CRITICAL

CPB2014-739

Jeff Mowry, Department of Information Technology, presented. Requesting approval of RQ140723 with MNJ Technologies, Inc. who was the second lowest bidder in the amount of \$8,604.00 for Qlogic Sanbox 5802V Fiber Channel Switch that connects to the Department of Human Resources system. The lowest bidder who came in at \$8,504.00 did not have the part in stock.

A motion to amend the agenda to consider the item was unanimously approved. Item CPB2014-739 was unanimously approved. A motion to restore the Department of Information Technology's 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 12:00 p.m.