

Minutes

Cuyahoga County Contracts and Purchasing Board
November 17, 2014 11:30 A.M.
County Headquarters
2079 East Ninth Street, 4th Floor
Committee Room B

I. Call to Order

The meeting was called to order at 11:31 a.m.

Attending:

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

II. Review Minutes

The minutes from the November 10, 2014 Contracts and Purchasing Board Meeting were unanimously approved.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

B. Scheduled Items

CPB2014-889 Office of Procurement and Diversity, recommending an award: Department of Information Technology a) on RQ32014 to Environmental Systems Research Institute, Inc. (1-1) in the amount of \$32,644.00 for the purchase of ArcGIS server software (State Contract No. 533197). Funding Source: 100% State Grant Funds

John Cable, Department of Information Technology, presented. Item CPB2014-889 was unanimously approved.

CPB2014-890 Office of Procurement and Diversity, recommending an award: Department of Information Technology a) on RQ32434 to Hewlett-Packard Company (1-1) in the amount of \$81,728.01 for the purchase of 91 workstations and monitors for use by Domestic Relations Court. Funding Source: General Fund

Mike Young, Department of Information Technology, presented. Item CPB2014-890 was unanimously approved.

CPB2014-891 Office of Procurement and Diversity, recommending an award: Department of Public Works a) on RQ31224 and enter into a contract with Weed Pro, Ltd. in the amount not-to-exceed \$60,000.00 for organic lawn care and weed control services for various County buildings for the period 11/1/2014 - 10/31/2017. Funding Source: General Fund

Lenora Lockett, presented. Item CPB2014-891 was unanimously approved.

CPB2014-892 Medical Examiner, Submitting a revenue generating agreement with The Northern Ohio Academy of Pharmacy for lease of space located at 11001 Cedar Avenue, Cleveland, for a fee to the County in the amount of \$2,240.00, for the period 1/1/2015 - 12/31/2016. Funding Source: Revenue Generating

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-892 was unanimously approved.

CPB2014-893 Medical Examiner, a) Submitting an RFP exemption on RQ31999, which will result in an award recommendation to X-Ray Services of Ohio, LLC in the amount not-to-exceed \$24,964.00 for maintenance and calibration on various X-ray equipment for the period 8/15/2014 - 8/14/2015.

b) Recommending an award on RQ31999 and enter into a contract with X-Ray Services of Ohio, LLC in the amount not-to-exceed \$24,964.00 for maintenance and calibration on various X-ray equipment for the period 8/15/2014 - 8/14/2015. Funding Source: General Fund

Item CPB2014-893 was held at the request of the Medical Examiner's Office.

CPB2014-894 Court of Common Pleas/Juvenile Court Division, recommending an award on RQ31002 and enter into a contract with Premier Office Technologies, Inc. in the amount not-to-exceed \$60,000.00 for clinician dictation and transcription services for the period 1/1/2015 - 12/31/2016. Funding Source: General Fund

Karen Lippman, Juvenile Court Division, presented. Item CPB2014-894 was unanimously approved.

CPB2014-895 Department of Health and Human Services/Cuyahoga Job and Family Services, Recommending an award on RQ31805 and enter into a contract with County Commissioners Association of Ohio Service Corporation (CCAOSC) c/o Ohio Child Support Enforcement Agency Directors Association, Inc. (OCDA) in the amount of \$6,150.00 for database tracking and location services of incarcerated non-custodial parents for the period 9/1/2014 - 6/30/2015. Funding Source: 86.5% by Federal Title IV-D funding and 13.5% by Federal TANF Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Bonnie Teeuwen asked how the fee assessed to each participating County is calculated, and the total value of the contract, statewide. Item CPB2014-895 was unanimously approved.

CPB2014-896 Department of Health and Human Services/Division of Senior and Adult Services, recommending an award on RQ32174 and enter into a contract with The Center for Community

Solutions on behalf of the Council on Older Persons (COOP) in the amount of \$7,500.00 for financial support for administrative staffing for the period 1/1/2015 - 12/31/2015. Funding Source: Health & Human Services Levy Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2014-896 was unanimously approved.

CPB2014-897 Department of Health and Human Services/Division of Children and Family Services, recommending to amend CPB2014-190 which approved an RFP exemption on RQ30214, which resulted in an award recommendation to Pomegranate Health System in the amount of \$148,428.00 for emergency placement services to change the time period from 2/12/2014 - 1/31/2015 to 2/1/2014 - 1/31/2015. Funding Source: Health & Human Services Levy Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2014-897 was unanimously approved.

C. Exemption Requests

CPB2014-898 Department of Public Works, submitting an RFP exemption, which will result in an amendment to Contract No. CE1000412 with MCG Trust for lease of storage space located at 1278 West 4th Street, Cleveland, for use by the Clerk of Courts for the period 5/1/2010 - 10/31/2014 to extend the time period to 10/31/2016 for additional funds in the amount of \$49,940.00. Funding Source: General Fund

Bonnie Teeuwen, presented. Item CPB2014-898 was unanimously approved.

CPB2014-899 Department of Public Works, Submitting an RFP exemption on RQ32478, which will result in an award recommendation to Bentley Select Software in the amount of \$6,440.00 for a subscription for MicroStation, FlowMaster, STAAD.Pro, Storm CAD, and Sewer CAD programs for the period 11/1/2014 - 10/31/2015. Funding Source: Road & Bridge and Sanitary Sewer Funds

Mike Chambers, Department of Public Works, presented. Item CPB2014-899 was unanimously approved.

CPB2014-900 Department of Public Works, submitting an RFP exemption, which will result in an amendment to Contract No. CE1200589-01 with Karen S. Ganofsky, DVM for veterinary services for the period 9/24/2012 - 9/30/2014 to extend the time period to 3/31/2015; no additional funds required. Funding Source: Dog License Fees Funds

Mike Chambers, Department of Public Works, presented. Item CPB2014-900 was unanimously approved.

CPB2014-901 Department of Information Technology, submitting an RFP exemption on RQ31815, which will result in an award recommendation to SHI International in the amount of \$37,943.00 for maintenance of Novell software products for the period 7/1/2014 - 6/30/2015. Funding Source: General Fund

Mike Young, Department of Information Technology, presented. Item CPB2014-901 was unanimously approved.

CPB2014-902 Department of Information Technology, Submitting an RFP exemption on RQ32296, which will result in an award recommendation to IntelliNet Corporation in the amount of \$6,176.40 for hosting services for the period 10/1/2014 - 9/30/2015. Funding Source: General Fund

Mike Young, Department of Information Technology, presented. Item CPB2014-902 was unanimously approved.

CPB2014-903 Department of Health and Human Services, submitting an RFP exemption on RQ32540, which will result in an award recommendation to Children's Hospital Medical Center in the amount of \$128,700.00 for operational support of a Drug and Poison Information Center for the period 1/1/2015 - 12/31/2015. Funding Source: Health and Human Services Levy Funds.

Rick Werner, Director of the Department of Health and Human Services, presented. Jennifer Scofield noted a correction in the justification – the contract start date year was corrected to read “2015.” Item CPB2014-903 was unanimously approved.

CPB2014-904 Department of Health and Human Services, submitting an RFP exemption on RQ32509, which will result in an award recommendation to United Way of Greater Cleveland in the amount of \$277,333.32 for Community Information and Referral Services for the period 1/1/2015-12/31/2015. Funding Source: Health and Human Services Levy Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Bonnie Teeuwen asked how this contract differs from the benefit assistance to be provided under the contract with the Cleveland Sight Center. Item CPB2014-904 was unanimously approved.

CPB2014-905 Department of Health and Human Services/Cuyahoga Job and Family Services, Submitting a sole source exemption on RQ31373, which will result in an award recommendation to West Publishing Corporation for CLEAR Government Fraud database services in the amount of \$5,892.00 for the period 12/8/2014 - 12/7/2015. Funding Source: Public Assistance Funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2014-905 was unanimously approved.

D. Consent Agenda

CPB2014-906 Department of Public Works, submitting an agreement with City of Cleveland Heights for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-906 was unanimously approved.

CPB2014-907 Department of Public Works, submitting an amendment to an agreement with Talal Hamed for limited cafeteria services and vending machine services at the Cuyahoga County Jane Edna Hunter building located at 3955 Euclid Avenue, Cleveland, for the period 8/1/2012 - 12/31/2014 to extend the time period to 6/30/2016; no additional funds required.

Funding Source: N/A

Item CPB2014-907 was unanimously approved.

CPB2014-908 Office of Procurement and Diversity, submitting an amendment to Contract No. CE1100716-01 with GovDeals, Inc. for internet auction services for surplus County equipment for the period 1/1/2012 - 12/31/2014 to extend the time period to 12/31/2015; no additional funds required.

Funding Source: Revenue Generating

Item CPB2014-908 was unanimously approved.

CPB2014-909 Office of Procurement and 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 CPB2014-909 was unanimously approved.

CPB2014-910 Department of Public Safety and Justice Services/Witness/Victim, submitting an amendment to a grant award from U.S. Department of Justice, Office on Violence Against Women for the Family Justice Center: Planning, Implementation, Enhancement Project for the Encourage Arrest Policies and Enforcement of Protection Orders Grant Program for the period 10/1/2009 -12/31/2014 to extend the time period to 12/31/2015; no additional funds required. Funding Source: U.S. Department of Justice, Office on Violence Against Women for the Family Justice Center Grant funds

Item CPB2014-910 was unanimously approved.

CPB2014-911 Department of Health and Human Services/Division of Senior and Adult Services, Submitting a grant agreement with the Western Reserve Area Agency on Aging in the amount of \$18,140.77 for the FY2015 Home Energy Assistance Program Outreach Project for the period 9/1/2014 - 8/31/2015. Funding Source: Western Reserve Area Agency on Aging grant funds

Item CPB2014-911 was unanimously approved.

CPB2014-912 Office of Procurement & Diversity presenting voucher payments for the week of 11/17/2014.

Dale Miller asked for additional information on item CT-14-32396, contained in the purchase order report under CPB2014-912.

Item CPB2014-912 was unanimously approved.

V. Other Business

CPB2014-914 Office of the Executive Elect,

a) Submitting an RFP exemption, which will result in a contract with Keary McCarthy, LLC in the amount of \$31,000 for provision of transition director services beginning 11/10/14.

b) Recommending a contract with Keary McCarthy, LLC in the amount of \$31,000 for provision of transition director services beginning 11/10/14. Funding Source: 100% General Fund

Majeed Makhoulf, Law Director, and Lisa Durkin, Interim Director of Human Resources, presented. Item CPB2014-914 was unanimously approved.

CPB2014-915 Office of the Executive Elect,

a) Submitting an RFP exemption, which will result in a contract with ~~Precision New Media~~ Precision Media and Public Relations, LLC dba Precision New Media in the amount of \$19,250 for provision of communication support services related to transition to a new County Administration, beginning 11/10/14.

b) Recommending a contract with ~~Precision New Media~~ Precision Media and Public Relations, LLC dba Precision New Media in the amount of \$19,250 for provision of communication support services related to transition to a new County Administration, beginning 11/10/14. Funding Source: 100% General Fund

This item was corrected to reflect the name of the vendor as Precision Media and Public Relations, LLC dba Precision New Media.

Majeed Makhoulf, Law Director, and Lisa Durkin, Interim Director of Human Resources, presented. Item CPB2014-915 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.