

## Minutes

Cuyahoga County Contracts and Purchasing Board  
November 24, 2014 11:30 A.M.  
County Headquarters  
2079 East Ninth Street, 4<sup>th</sup> Floor  
Committee Room B

### I. Call to Order

The meeting was called to order at 11:37 a.m.

Attending:

Matt Carroll, Chief of Staff

Lenora Lockett, Director of the Office of Procurement and Diversity

Councilman Dale Miller

Mark Parks, Fiscal Officer

Bonnie Teeuwen, Director of Public Works

### II. Review Minutes

The minutes from the November 17, 2014 Contracts and Purchasing Board meeting were unanimously approved.

### III. Public Comment

There was no public comment.

### IV. Contracts and Awards

#### A. Tabled Items

There were no tabled items.

#### B. Scheduled Items

CPB2014-916 Department of Public Works submitting an amendment (Subsidiary No. 2) to Contract No. CE1200700-01 with Perk Company, Inc. for the resurfacing of Rockside Road from Turney Road to Broadway Avenue in the Cities of Bedford, Garfield Heights and Maple Heights for additional funds in the amount not-to-exceed \$14,116.45. Funding Source: 80% Federal Funds; 20% \$5.00 Vehicle License Tax Fund.

Bonnie Teeuwen presented. Item CPB2014-916 was unanimously approved.

CPB2014-917 Department of Public Works recommending an award on RQ32229 and enter into a contract with Gene Ptacek & Son Fire Equipment Co., Inc. in the amount not-to-exceed \$20,000.00 for maintenance of fire suppression systems and fire extinguishers for various County buildings for the period 1/1/2015 - 12/31/2015. Funding Source: Internal Service Fund

Mike Chambers, Department of Public Works, presented. Item CPB2014-917 was unanimously approved.

CPB2014-918 Department of Workforce Development submitting a contract with Cansto Coatings, Ltd in the amount not-to-exceed \$1,683.00 for the On-the-Job Training Program for the period 6/19/2014 - 11/19/2014. Funding Source: Cuyahoga County Western Reserve Funds

Lindy Burt, Clerk of the Board, presented. Item CPB2014-918 was unanimously approved.

CPB2014-919 Office of Procurement and Diversity recommending an award: Department of Public Works a) on RQ31217 to Jomac, Ltd (6-1) in the amount of \$70,807.73 for two All-Aluminum Canopy Bodies to be mounted on a Cuyahoga County supplied Ford F-450s Truck Chassis. Funding Source: Sanitary Engineering Funds

Lenora Lockett presented. Dale Miller asked for the project estimate. Lenora Lockett responded that the project estimate was \$70,000. Item CPB2014-919 was unanimously approved.

CPB2014-920 Court of Common Pleas/Juvenile Court Division recommending awards on various requisitions and enter into agreements with various municipalities for the Community Diversion Program for the period 1/1/2015 - 12/31/2015:

- a) on RQ31946 with City of Bedford in the amount not-to-exceed \$4,800.00.
- b) on RQ31956 with Village of Brooklyn Heights in the amount not-to-exceed \$2,400.00.
- c) on RQ31964 with City of East Cleveland in the amount not-to-exceed \$10,800.00.
- d) on RQ31965 with City of Euclid in the amount not-to-exceed \$14,400.00.
- e) on RQ31977 with City of North Royalton in the amount not-to-exceed \$2,400.00.
- f) on RQ31981 with City of Parma in the amount not-to-exceed \$12,000.00.
- g) on RQ31982 with City of Parma Heights in the amount not-to-exceed \$6,000.00.
- h) on RQ31985 with City of Rocky River in the amount not-to-exceed \$7,200.00.

Funding Source: General Fund

Karen Lippman, Juvenile Court, presented. Item CPB2014-920 was unanimously approved.

CPB2014-921 Court of Common Pleas/Juvenile Court Division Recommending an award on RQ31001 and enter into a contract with National Center for State Courts (13-3) in the amount not-to-exceed \$74,660.00 for a Job Classification and Salary Analysis for the period 12/1/2014 - 11/30/2015. Funding Source: General Fund

Karen Lippman, Juvenile Court, presented. Matt Carroll asked if Juvenile Court consulted with Human Resources or with the Personnel Review Commission on the project, given that they have undertaken a similar study. Karen Lippman responded that there was no coordination between those entities. Lisa Durkin, Interim Human Resources Director who was in attendance, confirmed that Juvenile Court is not under the jurisdiction of the Personnel Review Commission, and was not included in that study. Item CPB2014-921 was unanimously approved.

CPB2014-922 Department of Health and Human Services/Cuyahoga Job and Family Services Recommending an award on RQ30889 and enter into a contract with Gateway Consultants Group, Inc. in the amount not-to-exceed \$24,950.00 for long term care meeting facilitator services for the period 1/1/2015 - 5/31/2015. Funding Source: Public Assistance Fund

Rick Werner, Director of Human Services, presented. Dale Miller asked if the contract relates to proposals brought forward in the past from the Nursing Homes. Item CPB2014-922 was unanimously approved.

#### C. Exemption Requests

CPB2014-923 Department of Public Works Submitting an RFP exemption on RQ1170, which will result in an amendment to Contract No. CE11084-01,02 with Mt. Pleasant NOW Development Corporation for lease of office space for use by Department of Health and Human Services/Division of Senior and Adult Services for the period 10/1/2000 - 12/31/2014 to extend the time period to 12/31/2015 and for additional funds in the amount of \$433,686.00. Funding Source: Health and Human Services Levy fund

Bonnie Teeuwen presented. Item CPB2014-923 was unanimously approved.

CPB2014-924 Department of Development Submitting an RFP exemption on RQ32458, which will result in an award recommendation to Trans Union LLC in the amount of \$10,000.00 for consumer credit reports for the period 1/1/2015 - 12/31/2019. Funding Source: Community Development Block Grant Fund

Paul Herdeg, Department of Development, presented. Matt Carroll asked if the Department solicited quotes from the other national credit bureaus. Item CPB2014-924 was unanimously approved.

CPB2014-925 Department of Public Safety and Justice Services Submitting an RFP exemption on RQ32212, which will result in an award recommendation to Audio Visual Innovations, Inc., in the amount of \$66,645.00 for installation and maintenance services for the period 10/1/2014 - 9/30/2017. Funding Source: General Fund

Felicia Harrison, Department of Public Safety, presented. Item CPB2014-925 was unanimously approved.

CPB2014-926 Department of Health and Human Services/Division of Children and Family Services Submitting an RFP exemption on RQ32525, which will result in an award recommendation to Lutheran Homes Society Family and Youth Services in the amount not-exceed \$24,999.99 for immediate placement services. Funding Source: Health and Human Services Levy Fund

Rick Werner, Director of Human Services, presented. He noted that the County is typically reimbursed on these types of services by Federal Title IVE funds. Bonnie Teeuwen asked for clarification on the calculation of the total cost in relation to the per diem amount. Item CPB2014-926 was unanimously approved.

#### D. Consent Agenda

CPB2014-927 Department of Public Works submitting an agreement with City of Olmsted Falls for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-927 was unanimously approved.

CPB2014-928 Department of Public Works submitting an agreement with Village of Brooklyn Heights for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-928 was unanimously approved.

CPB2014-929 Department of Human Resources submitting an amendment to Contract No. CE1200203-01 with AXA Advisors, LLC for Investment Consultant Services for the 457 Deferred Compensation Plan for employees for the period 1/1/2012 - 10/31/2014 to extend the time period to 12/31/2017; no additional funds required. Funding Source: N/A

Item CPB2014-929 was unanimously approved.

CPB2014-930 Department of Human Resources submitting an amendment to a revenue generating agreement with Cuyahoga County Planning Commission for consultant services for the period 10/11/2012 - 12/31/2014 to extend the time period to 12/31/2017; no additional funds required. Funding Source: Revenue Generating

Item CPB2014-930 was unanimously approved.

CPB2014-931 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

Item CPB2014-931 was unanimously approved.

CPB2014-932 Office of Procurement & Diversity presenting voucher payments for the week of 11/24/2014.

Item CPB2014-932 was unanimously approved.

CPB2014-933 Department of Development presenting voucher payments for the week of 11/12/2014 – 11/19/14.

Item CPB2014-933 was unanimously approved.

#### V. Other Business

CPB2014-934 Hugh Shannon, from the Medical Examiner's Office, requested approval of a time-sensitive/mission-critical item recommending an award to Envantage in the amount of \$3,400 for repair of the toxicology gas chromatograph.

A motion to amend the agenda and consider the item was unanimously approved.

Item CPB2014-934 was unanimously approved.

A motion to restore the Medical Examiner's time-sensitive/mission-critical budget to \$25,000 was unanimously approved.

#### VI. Public Comment

There was no further public comment.

#### VII. Adjournment

A motion to adjourn was unanimously approved at 11:57 a.m.