

Minutes

Cuyahoga County Contracts and Purchasing Board
December 8, 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:

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 the Department of Public Works

II. Review Minutes

The minutes from the December 1, 2014 Contracts and Purchasing Board meeting were approved, with Bonnie Teeuwen abstaining.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

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

Hugh Shannon, Medical Examiner's Office, presented. Bonnie Teeuwen asked the reason for the delay on submission of the contract for approval, and if the delay has caused issues with service provision or payment. Hugh did not have information on the reason for late submission, and informed the Board that the delay has not affected payments or performance of service. Maintenance will be scheduled at the end of this year.

Item CPB2014-893 was unanimously approved.

B. Scheduled Items

CPB2014-953 Department of Information Technology,

- a) Submitting an RFP exemption on RQ31322, which will result in an award recommendation to Great Northern Consulting, LLC in the amount not-to-exceed \$11,221.22 for maintenance and support on the Oracle Operating System and Sun Microsystems server equipment for various County departments for the period 8/1/2014 - 1/31/2015.
- b) Recommending an award on RQ31322 and enter into a contract with Great Northern Consulting, LLC in the amount not-to-exceed \$11,221.22 for maintenance and support on the Oracle Operating System and Sun Microsystems server equipment for various County departments for the period 8/1/2014 - 1/31/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Bonnie Teeuwen asked the reason for delay of the submission of the contract for approval, and whether the delay caused problems with payment or service performance. Jeff replied that the delay was due to additional time and effort expended to increase vendor participation in the RFP process, and there have been no issues with payment or performance.

Item CPB2014-953 was unanimously approved.

CPB2014-954 Law Department, Requesting approval to engage Squire Patton Boggs as bond and tax counsel in connection with issuance of debt for the Public Square renovation project in an amount not-to-exceed \$75,000 commencing on or about 12/8/14, and authorizing the Law Director to sign engagement letter for same. Funding Source: 100% Bond Proceeds

Item CPB2014-954 was held at the request of Council President Connally.

CPB2014-955 Department of Workforce Development, submitting a contract with Diamond Reserve, Inc. dba National Diamond Tool and Coating in the amount not-to-exceed \$2,250.00 for the On-the-Job Training program for the period 9/08/2014 to 1/29/2015. Funding Source: Cuyahoga County Western Reserve Funds

Jayanti Bhattacharya, Department of Workforce Development, presented. Item CPB2014-955 was unanimously approved.

CPB2014-956 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 RQ31945 with City of Bay Village in the amount not-to-exceed \$5,400.00.
- b) on RQ31954 with City of Brooklyn in the amount not-to-exceed \$6,000.00.
- c) on RQ31953 with City of Brook Park in the amount not-to-exceed \$2,400.00.
- d) on RQ31967 with City of Highland Heights in the amount not-to-exceed \$3,000.00.

- e) on RQ31971 with City of Maple Heights in the amount not-to-exceed \$14,400.00.
- f) on RQ31980 with Orange Village in the amount not-to-exceed \$1,200.00.
- g) on RQ31992 with City of University Heights in the amount not-to-exceed \$3,600.00.
- h) on RQ31996 with City of Westlake in the amount not-to-exceed \$2,400.00.

Funding Source: General Fund

Item CPB2014-956 was held at the request of the Department as a representative was unable to attend the meeting to present the item.

CPB2014-957 Department of Health and Human Services/Cuyahoga Job and Family Services, recommending an award on RQ31373 and enter into a contract with West Publishing Corporation in the amount not-to-exceed \$5,892.00 for CLEAR Government Fraud database services 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 CPB2014-957 was unanimously approved.

C. Exemption Requests

CPB2014-958 Department of Public Works, submitting an RFP exemption on RQ32812, which will result in an award recommendation to AskReply, Inc. dba B2G Now in the amount not-to-exceed \$385,950.00 for Diversity Management and Labor Compliance Software for the period of 1/1/2015 - 12/31/2019. Funding Source: Funding will be broken down by agency when contract is processed

Michael Chambers, Department of Public Works, presented. Matt Carroll asked if this has been discussed with Ken as part of the recently introduced MBE/FBE legislation. Lenora Lockett replied that this item has been discussed during the final phase of the Disparity Study. The County is working to leverage existing resources by automating components of the process through tools such as this software. Mark Parks confirmed strong support among staff for the item.

Item CPB2014-958 was unanimously approved.

CPB2014-959 Department of Information Technology, submitting an RFP exemption on RQ32532, which will result in an award recommendation to Mythics, Inc. in the amount of \$65,295.62 for the purchase of 10 processor level licenses of Oracle partitioning and 10 Oracle software updates. Funding Source: Real Estate Assessment fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2014-959 was unanimously approved.

CPB2014-960 Department of Workforce Development, submitting an RFP exemption, which will result in amendments to contracts and an agreement with various providers for Workforce Investment Act In-School and Out-of-School Youth Training for the period 9/1/2011 - 6/30/2014 to extend the time period to 6/30/2015 and for additional funds:

1) Agreements:

- a) Agreement No. AG1100140-01 with Cuyahoga Community College District in the amount of \$75,000.00.
- b) Agreement No. AG1100141-01 with Mayfield City School District in the amount of \$5,000.00.
- c) Agreement No. AG1100142-01- with Cuyahoga Community College District in the amount of \$120,000.00.

2) Contracts:

- d) Contract No. CE1100660-01 with Baldwin-Wallace College in the amount of \$15,000.00.
- e) Contract No. CE1100669-01 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$142,231.00.
- f) Contract No. CE1100700-01 with Towards Employment, Incorporated in the amount of \$15,000.00.

Funding Source: TANF allocation funds

Jayanti Bhattacharya, Department of Workforce Development, presented. Item CPB2014-960 was unanimously approved.

CPB2014-961 Common Pleas Court Corrections Planning Board, submitting an RFP exemption on RQ32284, which will result in an award recommendation to Case Western Reserve University in the amount of \$195,000.00 for evaluator services for the period 9/30/2014 - 9/29/2017. Funding Source: Substance Abuse and Mental Health Services Administration

Mellany Seay, Corrections Planning Board, presented. Item CPB2014-961 was unanimously approved.

CPB2014-962 Common Pleas Court Corrections Planning Board, submitting an RFP exemption, which will result in an amendment to Contract No. CE1200649-01 with Community Assessment and Treatment Services, Inc. for intensive outpatient treatment services for the period 9/30/2011 - 9/29/2014 to extend the time period to 12/31/2014 and for a decrease in the amount of (\$17,892.00.) Funding Source: Substance Abuse and Mental Health Services Grant Funding

Mellany Seay, Corrections Planning Board, presented. Bonnie Teeuwen asked for clarification of what specific contract the money is being pulled from and reallocated to. Mellany explained that a portion of the funds are being transferred from the residential treatment contract and added to the Medicated Assisted Treatment Contract, as all the money from the residential treatment contract has not been utilized. Item CPB2014-962 was unanimously approved.

D. Consent Agenda

CPB2014-963 Department of Public Works, Submitting an agreement with City of Mayfield Heights for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-963 was unanimously approved.

CPB2014-964 Office of Procurement and Diversity, recommending to amend Contracts and Purchasing Board Approval No. CPB2014-872, dated 11/10/2014, which authorized an award on RQ231809 in the amount not-to-exceed \$70,125.46 to furnish and deliver laboratory supplies for the Medical Examiner for the period 12/1/2014 -11/30/2017 by changing the name of the vendor from A. Daigger and Company, Incorporated to Daigger Scientific, Inc. Funding Source: General Fund

Item CPB2014-964 was unanimously approved.

CPB2014-965 Department of Public Safety and Justice Services, Submitting a grant award in the amount of \$27,744.89 from U.S. Department of Justice/Office of Justice Programs, National Institute of Justice for the FY2014 Paul Coverdell Forensic Science Improvement grant for the Medical Examiner's Office for the period 10/1/2014 - 9/29/2015. Funding Source: Department of Justice, Office of Justice Programs, National Institute of Justice through the State of Ohio Criminal Justice Services Office

Item CPB2014-965 was unanimously approved.

CPB2014-966 Department of Health and Human Services/Division of Senior and Adult Services, Submitting an amendment to Contract No. CE1400161-01 for Home Delivered Meals services for the Cuyahoga OPTIONS for Elders Program for the period 7/1/2014 - 12/31/2015 to change the name of the provider from The Golden Age Centers of Greater Cleveland, Inc. to Rose Centers for Aging Well, LLC, effective 9/1/2014; no additional funds required. Funding Source: Original Contract Health and Human Services Levy Fund

Item CPB2014-966 was unanimously approved.

CPB2014-967 Office of Procurement & Diversity, Presenting voucher payments for the week of 12/8/2014

Item CPB2014-967 was unanimously approved.

V. Other Business

TIME-SENSITIVE/MISSION CRITICAL

CPB2014-968

Mike Chambers, Department of Public Works, presented. Requesting approval of RQ32879 with Premier Truck in the amount of \$850.00 for Hydraulic Cylinder repairs to Airport Snow Removal Broom.

CPB2014-969

Mike Chambers, Department of Public Works, presented. Requesting approval of RQ32875 with Tremont Animal Clinic in the amount of \$730.22 for emergency veterinary surgery services.

A motion to amend the agenda to consider items CPB2014-968 - CPB2014-969 was unanimously approved.

Items CPB2014-968 and -969 were unanimously approved.

A motion to restore the Department of Public Works' mission-critical budget to \$25,000.00 was unanimously approved.

CPB2014-970

Hugh Shannon, Medical Examiner's Office, presented. Requesting approval of RQ32826 with Perkin Elmer in the amount of \$6,000.00 for repair of trace evidence lab equipment.

A motion to amend the agenda to consider Item CPB2014-970 was unanimously approved.

Item CPB2014-970 was unanimously approved.

A motion to restore the Medical Examiner'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 11:54 a.m.