

Minutes

Cuyahoga County Contracts and Purchasing Board
January 12, 2015 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 11:48 a.m. Armond Budish confirmed Matt Carroll as an alternate for Sharon S. Jordan

Attending:

County Executive Armond Budish
Matt Carroll (Alternate for Sharon S. Jordan, Chief of Staff)
Mark A. Parks, Jr., Fiscal Officer
Lenora Lockett, Director, Office of Procurement and Diversity
Councilman Dale Miller
Bonnie Teeuwen, Director of Public Works

II. Review Minutes

The minutes from the December 29, 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

CPB2015-01 Department of Information Technology, recommending an award on RQ32158 and enter into a contract with SHI International Corp. in the amount not-to-exceed \$5,303.48 for maintenance and support on the RepliWeb Deployment (R-1) software for the period 12/31/2014 - 12/31/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-01 was unanimously approved.

CPB2015-02 Department of Information Technology, recommending an award on RQ32077 and enter into a contract with PlanetHosting.com Inc. in the amount not-to-exceed \$5,050.00 for web hosting services for use by Department of Health and Human Services/Cuyahoga Job and Family Services for the period 10/21/2014 - 10/20/2015. Funding Source: Public Assistance Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-02 was unanimously approved.

CPB2015-03 County Law Library, On behalf of the Cuyahoga County Law Library Resources Board, submitting an amendment to Agreement No. AG1200049-01 with Board of Trustees of the Cleveland Public Library for on-line access to the CLEVNET System for the period 2/1/2012 - 1/31/2015 to extend the time period to 1/31/2016 and for additional funds in the amount of \$18,306.51. Funding Source: Cuyahoga County Law Library Resources Board Special Revenue Fund

Kathy Dugan, Librarian and Chief Administrator, County Law Library presented. Bonnie Teeuwen asked for clarification of the difference between the Cuyahoga County Public Library and CLEVNET System. Kathy described the services provided. Armond Budish asked if there was a fee to use the County Law Library system. Kathy replied no there is no charge.

Item CPB2015-03 was unanimously approved.

CPB2015-04 Court of Common Pleas/Juvenile Court Division, recommending an award on RQ31293 and enter into a contract with Redwood Toxicology Laboratory, Inc. (25-4) in the amount not-to-exceed \$56,000.00 for drug screening services for the period 2/1/2015 - 1/31/2017. Funding Source: Health and Human Services Levy Fund

Karen Lippman, Juvenile Court Division, presented. Bonnie Teeuwen asked how the proposed service differs from the toxicology services administered by other departments, such as HR. Karen described the different tests administered by, and standards adhered to by the services provided on behalf of Juvenile Court.

Item CPB2015-04 was unanimously approved.

CPB2015-05 Department of Workforce Development, submitting a contract with Menorah Park Center for Senior Living BET Moshav Zekenim Hadati in the amount not-to-exceed \$3,227.28 for the Incumbent Worker Training Program for the period 12/10/2014 - 3/25/2015. Funding Source: Western Reserve Funds

Jayanti Bhattacharia, Department of Workforce Development, presented.

Item CPB2015-05 was unanimously approved.

CPB2015-06 Office of Procurement and Diversity, recommending an award:

Medical Examiner

a) on RQ32165 to Nova Biomedical Corporation in the amount not-to-exceed \$64,000.00 for consumables for the Stat Profile Critical Care Xpress with Co-Ox analyzer for Forensic Toxicology casework analysis for the period 1/1/2015 - 12/31/2016. Funding Source: Regional Forensic Crime Laboratory Fund

Lenora Lockett, presented. Dale Miller asked if there were multiple bidders. Lenora Lockett explained that the Contracts and Purchasing Board approved an RFP exemption for the proposed purchase during a prior meeting.

Item CPB2015-06 was unanimously approved.

CPB2015-07 Department of Health and Human Services/Community Initiatives Division/ Office of Early Childhood, Submitting an amendment to Contract No. CE1200524-01 with Parma Pre-School, Inc. for Universal Pre-Kindergarten services for the period 8/1/2012 - 7/31/2014 to extend the time period to 7/31/2015 and for additional funds in the amount of \$9,184.57.
Funding Source: Health and Human Services Levy Fund

Rebekah Dorman, Director of Office of Early Childhood presented. Item CPB2015-07 was unanimously approved.

CPB2015-08 Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ30480 and enter into a contract with MCS Consulting Service, LLC in the amount not-to-exceed \$74,965.00 for the Strengthening Workers, Strengthening Families Project for the period 2/1/2015 - 1/31/2016. Funding Source: St. Luke's Private Grant Fund

Daphne Kelker, Division of Children and Family Services, presented. Matt Carroll asked for a description of the procurement process undertaken for the proposed service. Lenora Lockett stated that an RFP was issued, and closed on 5/1/14. Two proposals were submitted and the selected vendor was the highest scoring bidder. Dale Miller commented that DCFS has one of the highest rates of turnover, and spoke in support of the project and efforts to strengthen the working environment in the Department.

Item CPB2015-08 was unanimously approved.

C. Exemption Requests

CPB2015-09 Department of Information Technology, submitting an RFP exemption on RQ32787, which will result in an award recommendation to MNJ Technologies Direct, Inc. in the amount \$120,048.00 for the purchase of HP Blades and enclosure parts and accessories. Funding Source: Blade Server Refresh Capital Projects Fund

Jeff Mowry, Chief Information Officer presented.

Item CPB2015-09 was unanimously approved.

CPB2015-10 Department of Information Technology, submitting an RFP exemption, which will result in an amendment to Contract No. CE1100719-01 with OneLink Technical Services, LLC for professional design services in connection with the implementation of the Public Notification Initiative for the period 11/1/2011 - 12/31/2014 to extend the time period to 12/31/2015; no additional funds required.
Funding Source: General Fund

Jeff Mowry, Chief Information Officer presented. Bonnie Teeuwen asked if the scope of service changed. Jeff replied no it has not.

Item CPB2015-10 was unanimously approved.

CPB2015-11 Department of Information Technology, submitting an RFP exemption on RQ32733, which will result in an award recommendation to Environmental Systems Research Institute, Inc. in the

amount \$31,908.00 for support and maintenance of ArcGIS software for the period 1/1/2015 - 12/31/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer presented.

Item CPB2015-11 was unanimously approved.

CPB2015-12 Treasury Department, Submitting an RFP exemption, which will result in an amendment to Contract No. CE1300498-01 with PFM Asset Management, LLC, for investment advisory services for the period 10/1/2013 - 12/31/2014 to extend the time period to 12/31/2015 and for additional funds in the amount of \$95,000.00. Funding Source: General Fund

Jerry Murphy, Treasury Department, presented. Matt Carroll asked if this was a renewal. Jerry replied that the contract is structured for two 1-year renewal options. The amendment under consideration is the first proposed extension. Matt asked if an exemption is needed for renewal of a contract. Lenora replied that because the contract had expired by the time the Department brought it forward for renewal, the practice is to seek Board approval to confirm that the extension is in the best interest of the County.

Item CPB2015-12 was unanimously approved.

CPB2015-13 Department of Public Safety and Justice Services, submitting an RFP exemption, which will result in an amendment to Contract No. CE1200551-02 with Main Sail, LLC for consultant services for the development and upgrade of the Regional Enterprise Data Sharing System for the period 7/1/2012 - 12/31/2014 to extend the time period to 12/31/2015; no additional funds required. Funding Source: User fees, \$5 moving violation fees, and a general fund subsidy

Felicia Harrison, Department of Public Safety and Justice Services presented.

Item CPB2015-13 was unanimously approved.

CPB2015-14 Department of Public Safety and Justice Services/Witness Victim, submitting an RFP exemption, which will result in an amendment to Contract No. CE1300027-01 with Mental Health Services for Homeless Persons, Inc. for crisis intervention services for the Children Who Witness Violence Program for the period 1/1/2013 - 12/31/2014 to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$449,150.00. Funding Source: Health and Human Services Levy Fund

Felecia Harrison, Department of Public Safety and Justice Services presented. Matt Carroll asked if the contract amount a little more than before or about the same. Felecia replied it is the same.

Item CPB2015-14 was unanimously approved.

D. Consent Agenda

CPB2015-15 Department of Public Works, submitting an agreement of cooperation with City of East Cleveland for the resurfacing of Noble Road from Euclid Avenue to 150 feet northwest of Rail Road Bridge. Funding Source: County Road and Bridge Fund

Item CPB2015-15 was unanimously approved.

CPB2015-16 Department of Public Works, Submitting confirmation of an appropriation settlement in connection with right-of-way plans for Plat No. M-5012 for the grade separation of Stearns Road at the Norfolk Southern Railroad in Olmsted Township:

Parcel No(s): 54 S & T
Owner(s): E.C. and R.L. Siwek
Settlement Amount \$450.00

Funding Source: Road and Bridge Fund

Item CPB2015-16 was unanimously approved.

CPB2015-17 Department of Public Works, Submitting 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 Fund

Item CPB2015-17 was unanimously approved.

CPB2015-18 Department of Public Works, Department of Public Works, submitting ~~an RFP exemption, which will result~~ an amendment to Contract No. CE1000306 with Project Management Consultants LLC for owner's representative services in connection with the Medical Mart/Convention Center for the period 12/1/2009 - 12/31/2013 to extend the time period to 12/31/2014; no additional funds required. Funding Source: N/A

This item was corrected to reflect the submission of an amendment, not an RFP exemption. Armond Budish asked if the proposed item seeks payment for services already rendered. Bonnie Teeuwen replied that there was additional money in the contract for services provided for the transition of CCFDC. Armond asked why the extension was not brought forward a year ago. Bonnie replied that it was an oversight.

Item CPB2015-18 was unanimously approved.

CPB2015-19 Department of Development, Submitting an agreement with the Cuyahoga County Planning Commission in the amount not-to-exceed \$150,000.00 for development of Master Plans for various eligible municipalities in connection with the Master Plan program for the period 1/1/2015 - 6/30/2016:

- a) City of Cleveland Heights
- b) City of Olmsted Falls
- c) City of Parma Heights
- d) City of University Heights

Funding Source: General Fund

Item CPB2015-19 was unanimously approved.

CPB2015-20 Department of Development, submitting an agreement with Ohio State Historic Preservation Office for the administration of programs using HUD allocated funds with Delegated Review Responsibilities Authorized under 24 CFR Part 58. Funding Source: N/A

Item CPB2015-20 was unanimously approved.

CPB2015-21 Department of Information Technology, submitting an amendment to Contract No. CE1000151-02 with Cuyahoga Community College District for information technology training classes for various County departments for the period 1/1/2010 - 12/31/2014 for the period to extend the time period to 12/31/2015; no additional funds required. Funding Source: Original Contract General Fund

Item CPB2015-21 was unanimously approved.

CPB2015-22 Department of Information Technology, recommending to declare various computer equipment as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue Generating

Item CPB2015-22 was unanimously approved.

CPB2015-23 County Law Library, submitting a grant agreement with Statewide Consortium of County Law Library Resources Boards in the amount of \$4,004.05 for defrayment of a portion of Consortium Board Dues payable in February, 2015 accordance with Ohio Revised Code Section 3375.481. Funding Source: Grant from the Statewide Consortium of County Law Library Resources Boards

Item CPB2015-23 was unanimously approved.

CPB2015-24 Common Pleas Court/Corrections Planning Board, submitting an amendment to a grant agreement with Ohio Department of Rehabilitation and Correction for community-based corrections programs non-residential misdemeanor in connection with the FY2015 Jail Misdemeanor Diversion Program for the period 7/1/2014 - 6/30/2015 for additional funds in the amount of \$17,200.00. Funding Source: Ohio Department of Rehabilitation and Corrections

Item CPB2015-24 was unanimously approved.

CPB2015-25 Department of Health and Human Services/Division of Senior and Adult Services, submitting a grant agreement with Western Reserve Area Agency on Aging in the amount of \$210,072.00 for the Older Americans Act Program in connection with the Aging and Disability Resource Network Grant Program for the period 1/1/2015 - 12/31/2015. Funding Source: The grant portion of project is funded with OAA Title III E funds. The County's match is funded with Health & Human Services Levy funds

Item CPB2015-25 was unanimously approved.

CPB2015-26 Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1300570-03 with Beech Brook for placement services for

the period 1/1/2014 – 12/31/2016 to change the scope of services, effective 1/1/2014; no additional funds required. Funding Source: 29% Federal (CFDA 93.658) and 71% Health and Human Services Levy

Item CPB2015-26 was unanimously approved.

CPB2015-27 Office of Procurement and Diversity, presenting voucher payments for the week of 1/5/2015.

Item CPB2015-27 was unanimously approved.

CPB2015-28 Department of Development, presenting voucher payments for the week of 1/1/2015 – 1/7/2015.

Item CPB2015-28 was unanimously approved.

V. Other Business

No other business was presented.

VI. Public Comment

There was no further public comment.

VII. Adjournment

The motion to adjourn was unanimously approved at 12:12 PM.