

Minutes

Cuyahoga County Contracts and Purchasing Board

January 20, 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 11:31 a.m.

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

Stan Kosilesky, Chief Deputy Engineer, Department of Public Works (alternate for Bonnie Teeuwen)

II. Review Minutes

The minutes from the January 12, 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

CPB2015-29 Department of Information Technology, recommending an award on RQ31998 and enter into a contract with IDEATION816 Corporation in the amount not-to-exceed \$12,750.00 for maintenance and support on the Home Health Aide Management System for use by Division of Senior and Adult Services for the period 11/1/2014 - 10/31/2015. Funding Source: Public Assistance Funds

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-29 was unanimously approved.

CPB2015-30 Office of Procurement & Diversity, Recommending to amend Contracts and Purchasing Board Approval No. CPB2015-06 dated 1/12/2015 which authorized an award on RQ32165 to Nova Biomedical Corporation 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 for the Medical Examiner, by changing the amount not-to-exceed from \$64,000.00 to \$31,995.72. Funding Source: Regional Forensic Crime Laboratory Fund.

Lenora Lockett, Director Office of Procurement & Diversity, presented. Dale Miller commented that State Auditors voice their complaints every year during the auditing process regarding how funds are not appropriated based on the amount being spent in a given year. This is an issue the County will have to deal with on a broader level going forward. Item CPB2015-30 was unanimously approved.

CPB2015-31 Court of Common Pleas/Juvenile Court Division, recommending awards on various requisitions and enter into contracts with various municipalities for the Community Diversion Program for the period 1/20/2015 - 12/31/2015:

- a) on RQ31960 with City of Cleveland in the amount not-to-exceed \$14,400.00.
- b) on RQ31961 with City of Cleveland Heights in the amount not-to-exceed \$12,000.00.
- c) on RQ28901 with City of Independence in the amount not-to-exceed \$3,600.00.

Funding Source: General Fund

Karen Lippman, Juvenile Court Division, presented. Item CPB2015-31 was unanimously approved.

C. Exemption Requests

CPB2015-32 Department of Public Works, submitting an RFP exemption, which will result in an amendment to Contract No. CE0900629 with Greater Shaker Square Development Corporation for lease of office space located at 11811 Shaker Boulevard, Cleveland, for use by Juvenile Court for the period 1/1/2010 - 12/31/2014 to extend the time period to 12/31/2019 and for additional funds in the amount not-to-exceed \$497,940.00. Funding Source: General Fund

Stan Kosilesky, presented. Matt Carroll asked if there is a provision for this amendment in the lease and if this action was a required step of the amendment process. Stan replied yes this is the final step before submission of the contract amendment. Item CPB2015-32 was unanimously approved.

CPB2015-33 Department of Information Technology, submitting an RFP exemption, on RQ33050, which will result in an award recommendation to PerfectForms, Inc. in the amount of \$24,900.00 for the purchase of electronic forms software. Funding Source: Public Assistance Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-33 was unanimously approved.

CPB2015-34 Fiscal Department, submitting a sole source exemption on RQ32824, which will result in an award recommendation to Pemberton Fabricators Inc. in the amount not-to-exceed \$38,500.00 for the purchase of a Gasoline Dispenser Calibration Trailer. Funding Source: General Fund

Item CPB2015-34 was held at the request of the Department.

CPB2015-35 Medical Examiner, submitting an RFP exemption on RQ33052, which will result in an award recommendation to Dr. James C. Schneider, D.D.S., Inc. in the amount not-to-exceed \$18,135.00 for Forensic Odontology Services for the period 3/1/2015 - 2/28/2018. Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2015-35 was unanimously approved.

CPB2015-36 Medical Examiner, Submitting an RFP exemption on RQ33053, which will result in an award recommendation to Kent A. Caserta, D.D.S., in the amount not-to-exceed \$8,370.00 for Forensic Odontology Services for the period 3/1/2015 - 2/28/2018. Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2015-36 was unanimously approved.

CPB2015-37 Court of Common Pleas/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 6/30/2015; no additional funds required. Funding Source: Substance Abuse and Mental Health Services Grant Fund

Marty Murphy, Corrections Planning Board, presented. Item CPB2015-37 was unanimously approved.

D. Consent Agenda

CPB2015-38 Department of Public Works, recommending a payment to Investors Syndicate Development Corporation in the amount not-to-exceed \$2,161.60 for relocation services in association with Parcel No(s): 2WD & T in connection with the reconfiguration of Warrensville Center Road/Van Aken Boulevard/Chagrin Boulevard/Northfield Road Intersection in the City of Shaker Heights and Village of Highland Hills. Funding Source: Federal and Issue I (\$4,000,000 Federal + \$1,440,000 Issue I = \$5,440,000); and, Local (\$560,000 Shaker Heights).

Item CPB2015-38 was unanimously approved.

CPB2015-39 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 CPB2015-39 was unanimously approved.

CPB2015-40 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting a grant agreement with the United States Department of Housing and Urban Development in an amount not to exceed \$313,248.00 for FY2013 HEARTH Act Homeless Assistance Grant in connection with the Cuyahoga County Continuum of Care Program for the period 12/01/2014 - 12/31/2015. Funding Source: U.S. Department of Housing & Urban Development, FY2013 Continuum of Care Homeless Assistance Grant Fund

Item CPB2015-40 was unanimously approved.

CPB2015-41 Office of Procurement and Diversity, presenting voucher payments for the week of 1/20/2015.

Lenora Lockett, commented that requisition number CC010-15-33141 listed under items already purchased was incorrect. The item had not been previously purchased and should be listed in section 1 under the category of Direct Open Market Purchases.

Item CPB2015-41 was unanimously approved.

CPB2015-42 Department of Development, Presenting voucher payments for the week of 1/08/2015 – 1/14/2015.

Item CPB2015-42 was unanimously approved.

V. Other Business

TIME-SENSITIVE/MISSION CRITICAL

CPB2015-43

Don Jerle, Department of Public Works, presented. Requesting approval of RQ33230 with Harris Battery in the amount of \$3,992.52 for the purchase of 12 Dry Cell industrial batteries for Traffic Signals on construction projects.

A motion to amend the agenda to consider Item CPB2015-43 was unanimously approved.

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

VI. Public Comment

There was no public comment.

VII. Adjournment

The motion to adjourn was unanimously approved at 11:47 PM.