

Minutes

Cuyahoga County Contracts and Purchasing Board
March 23, 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 11:30 a.m.

Attending:

County Executive Armond Budish
Matt Carroll, (alternate for Sharon Sobol Jordan)
Amy Himmelein, Interim Fiscal Officer
Stan Kosilesky, Administrator, Department of Public Works (alternate for Director)
Lenora Lockett, Director, Office of Procurement and Diversity
Councilman Dale Miller

II. Review Minutes

The minutes from the March 16, 2015 Contracts and Purchasing Board meeting were unanimously approved as written.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

CPB2015-139 Department of Information Technology, recommending an award on RQ27271 and enter into a contract with Advanced Server Management Group, Inc. in the amount not-to-exceed \$97,200.00 for disaster recovery services for the period 3/2/2015 – 3/1/2016. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-139 was unanimously approved.

B. Scheduled Items

CPB2015-154 Department of Information Technology, recommending an award on RQ32562 and enter into a contract with Skillsoft Corporation in the amount not-to-exceed \$16,294.65 for 119- licensed seats for on-line technical training for the period 3/23/2015 - 3/22/2016.

Funding Sources: Public Assistance Fund \$6,024.92; General Fund \$10,269.75

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-154 was unanimously approved.

CPB2015-155 Department of Information Technology, recommending an award on RQ31397 and enter into a contract with DLT Solutions, LLC in the amount not-to-exceed \$3,785.40 for maintenance and support of Spotlight on SQL Server for the Department of Public Safety and Justice Services for the period 6/30/2014 - 6/30/2015. Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-155 was unanimously approved.

CPB2015-156 Office of Procurement & Diversity, Recommending an award:

Medical Examiner

a) on RQ33276 to Promega Corporation (1-1) in the amount not-to-exceed \$56,002.70 for the purchase of 2- Maxwell 16 DNA Extraction Instruments. Funding Source: 2013 and 2014 DNA Backlog Grant Fund

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2015-156 was unanimously approved.

CPB2015-157 Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ30557 and enter into a contract with Embassy Suites Cleveland - Beachwood in the amount not-to-exceed \$11,374.00 for rental of space and related services for a Supervisors and Managers' Conference for the period 6/25/2015 - 6/27/2015. Funding Source: Health and Human Services Levy Fund Reimbursable through the State (North Central Ohio Regional Training Center)

Rick Werner, Director of the Department of Health and Human Services, presented. Item CPB2015-157 was unanimously approved.

C. Exemption Requests

CPB2015-158 Department of Information Technology, submitting an RFP exemption on RQ33277, which will result in an award recommendation to MCPc in the amount of \$100,582.90 for the purchase of ~~52~~ **55** Lenovo ThinkPad Helix Tablets. Funding Source: Sanitary Sewer Fund; Assessment Fund; General Fund

This item was revised to reflect the number of Lenovo ThinkPad Helix Tablets as 55.

Jeff Mowry, Chief Information Officer, presented. Dale Miller asked which software programs are being used on these devices and if they are equipped with Wi-Fi capability. Jeff replied the Tablets run Windows 8, are loaded with Microsoft Office, and

have both Wi-Fi and data capabilities. Dale asked when Council will receive the tablets. Jeff replied the tablets will be delivered to Council within approximately 60 days after the Board's approval of the Contract. Item CPB2015-158 was unanimously approved.

CPB2015-159 Department of Information Technology, submitting an RFP exemption on RQ33279, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount of \$185,016.94 for the purchase of security cameras, access control panels and related equipment upgrades for the Sanitary Engineering facility located in Valley View.
Funding Source: Sanitary Sewer Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-159 was unanimously approved.

CPB2015-160 Department of Information Technology, submitting an RFP exemption on RQ33284, which will result in an award recommendation to Integrated Precision Systems, Inc. in the amount of \$102,058.03 for the purchase of security cameras, access control panels and related equipment upgrades for the Southgate Neighborhood Family Service Center located in Maple Heights.
Funding Source: Public Assistance Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-160 was unanimously approved.

CPB2015-161 Medical Examiner, submitting a sole source exemption on RQ33541, which will result in an award recommendation to Alere San Diego in the amount of \$40,460.00 for the purchase of 130- Enzyme-Linked Immunosorbent Assay (ELISA) test kits Funding Source: Medical Examiner's Regional Forensic Crime Lab Fund

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2015-161 was unanimously approved.

CPB2015-162 Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an RFP exemption on RQ33649, which will result in an award recommendation to Four Winds Interactive, LLC in the amount of \$31,094.60 for the purchase of an Interactive Digital Signage (IDS) hardware and software platform.
Funding Source: Public Assistance Fund

David Merriman, Administrator, Cuyahoga Job and Family Services, presented. Item CPB2015-162 was unanimously approved.

D. Consent Agenda

CPB2015-163 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):

1) Exhibit A – 4 Vehicles

2) Exhibit B – 3 Vehicles

Funding Source: Revenue Generating

Item CPB2015-163 was unanimously approved.

CPB2015-164 Department of Health and Human Services/Division of Children and Family Services, submitting amendments to contracts with various providers for evidence-based parenting services for the period 3/1/2014 - 2/28/2015 to extend the time period to 6/30/2015; no additional funds required:

- a) Contract No. CE1400093-01 with Applewood Centers, Inc.
- b) Contract No. CE1400094-01 with Beech Brook
- c) Contract No. CE1400095-01 with Bellefaire Jewish Children's Bureau
- d) Contract No. CE1400096-01 with Catholic Charities Corporation
- e) Contract No. CE1400097-01 with Mental Health Services for Homeless Persons, Inc. dba Frontline Service.
- f) Contract No. CE1400098-01 with The Cleveland Christian Home Incorporated

Funding Source: Temporary Assistance to Needy Families Grant Fund

Item CPB2015-164 was unanimously approved.

CPB2015-165 Office of Procurement & Diversity, presenting voucher payments for the week of 3/23/2015

Item CPB2015-165 was unanimously approved.

CPB2015-166 Department of Development, presenting voucher payments for the week of 3/10/2015 – 3/16/2015

Item CPB2015-166 was unanimously approved.

V. Other Business

TIME-SENSITIVE/MISSION CRITICAL

CPB2015-167 Department of Public Works, requesting approval of RQ33829 with EA Group Environmental Analysis in the amount of \$950.00 for an air quality assessment study related to a Bureau of Workers Comp claim about mold at the Jane Edna Hunter building located at 3955 Euclid Avenue.

Michael Chambers, Department of Public Works, presented.

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

Item CPB2015-167 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 further public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 11:50 a.m.