

**Cuyahoga County Contracts and Purchasing Board**  
**April 6, 2015 11:30 A.M.**  
**County Headquarters**  
**2079 East Ninth Street, 4<sup>th</sup> Floor**  
**Committee Room B**

**I. Call to Order**

**II. Review Minutes**

**III. Public Comment**

**IV. Contracts and Awards**

**A. Tabled Items**

**B. Scheduled Items**

Item	Requestor	Description	Board Action
CPB2015-193	Department of Health and Human Services/ Community Initiatives Division/ Office of Early Childhood	Recommending an award on RQ33542 and enter into an agreement with Educational Services Center of Cuyahoga County in the amount not-to-exceed \$100,000.00 for implementation of a community-wide communications and parent engagement campaign for Universal Pre-Kindergarten initiatives and the development and roll-out of a School Readiness Mobile Application for the period 5/1/2015 - 4/30/2017.  Funding Source: Stocker Foundation grant (\$75,000) and private donations (\$25,000).	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
CPB2015-194	Department of Health and Human Services/ Division of Children and Family Services	Recommending an award on RQ33153 and enter into a contract with Council on Accreditation of Services for Families and Children, Inc. in the amount of \$58,148.00 for application re-accreditation fees and related services for the period 1/1/2015 - 12/31/2018.  Funding Source: 33% Federal (mostly Title IV-E Admin); 67% HHS Levy	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**C. Exemption Requests**

Item	Requestor	Description	Board Action
CPB2015-195	Department of Information Technology	Submitting a sole source exemption on RQ33499, which will result in an award recommendation to Black Creek Integrated Systems Corporation in the amount of \$25,800.00 for the purchase of equipment and labor for head-end modifications and integration of space located	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>at the Juvenile Justice Center for use by the Public Defender's Office/Juvenile Division.</p> <p>Funding Source: Capital Projects Fund</p> <p>2. What is the product/service that you seek to acquire?</p> <p>BCIS is to furnish equipment and labor required for head-end modifications and integration of the space on the fifth (5th) floor of the Juvenile Justice Center that has been built out for use by the Juvenile Division of the Cuyahoga County Public Defender's Office. Cuyahoga County will be providing "attic stock" parts and equipment and BCIS will provide touchscreen programming, project management, engineering, and shop drawings for all head-end (hardware) and software components. BCIS is required to ensure that the system starts up properly and to conduct final testing and checkout of the system. BCIS's on-site technician will modify the existing head-end equipment.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Yes. The nature of the security systems installed by BCIS (and, for that matter, just about any security system) at the JJC necessitates that BCIS provide support and maintenance to that system. No additional costs will be incurred by the County; this additional equipment will fall under the terms and conditions of the maintenance agreement being contemplated by the County at this time.</p> <p>4. Why do you need to acquire these goods or services?</p> <p>The Public Defender's Office requires this equipment in order to provide a safe and secure work environment for their staff and visitors. The installation of the proximity card readers provides a layer of security that is consistent with the security plan for the facility. In addition, BCIS is required to provide updated and accurate drawings of the working being performed in order for the County to have a complete and accurate set of security system drawings.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in</p>	
--	--	--	--

		<p>any other product or service? Provide specific, quantifiable factors/qualifications.</p> <p>While the goods themselves may not be considered unique unto themselves, the integration and programming of the new equipment into the existing structure of the security systems is unique to BCIS. The multi-component security system is proprietary in nature. Adding to or subtracting from the system requires programming by BCIS. If BCIS were not to be engaged to perform the work for this project, a breach of security would be inevitable due to the lack of integration of the new doors into the existing building-wide security system.</p> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>The County has procured the equipment necessary for this project through the construction contractor. The work remaining to be done in order to complete this project must be procured from BCIS. The County has taken measures to make purchases of those items that are non-proprietary from multiple vendors.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Integrated, multi-component, networked security systems are proprietary by nature. The inter-relationship between the component systems is what makes the system itself both secure and functional. This sole-source environment provides the facility with a single point of contact for all issues related to the security cameras, access control, duress, touch screen, and intercom systems.</p> <p>8. Has your department bought these goods/services in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>The Department Information Technology entered into a contract with Black Creek for the maintenance and support of the systems at the JJC for the period January 1,</p>	
--	--	--	--

		<p>2014 through December 31, 2014, in the amount of One Hundred Twenty Thousand Dollars (\$120,000.00). [Contract number CE1300533]</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future?</p> <p>Currently, Black Creek is the only vendor that is able to supply the necessary programming and implementation of additions to the systems. Administrators from multiple departments are discussing the possibility of issuing an RFP to ensure that the County is receiving the best possible services available at a reasonable cost.</p> <p>10. What efforts were made to get the best possible price?</p> <p>Multiple negotiations were conducted with Black Creek. The original quote for this work was in excess of \$50,000.00. As a result of these negotiations, the quote is now Twenty-Five Thousand Eight Hundred Dollars (\$25,800.00).</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>The installation and integration of new equipment into an existing security system requires a high level of expertise in order to ensure all the components are functioning properly. This is especially true when dealing with facilities handling criminal justice matters and detention facility.</p> <p>12. Amount to be paid: \$25,800.00</p>	
CPB2015-196	Department of Information Technology	<p>Submitting an RFP exemption on RQ33789, which will result in an award recommendation to Serena Software, Inc. in the amount of \$220,548.96 for maintenance and support of ChangeMan ZMF software for the period 3/15/2015 - 3/14/2018.</p> <p>Funding Source: General Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>

		<p>Recurring maintenance and support for the proprietary ChangeMan software provided through Serena Software Inc. ChangeMan is an application that runs on the IBM mainframe and is responsible for managing the source-code change process. ChangeMan is the software the County uses to track changes to the financial software that runs on the IBM. The County's software change control process is reviewed and audited annually by the State Auditor to ensure that proper controls and recovery structures are in place.</p> <p>The ChangeMan software provides a tool that is essential and required functionality for the management of the County's financial software.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p> <p>3/15/15-3/14/16--\$73,516.32  3/15/16-3/14/17--\$73,516.32  3/15/17-3/14/18--\$73,516.32  3 Year Grand Total--\$220,548.96  General Fund IT601112/0263</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date) RFP Exemption.</p> <p>The software has been in use by the IBM mainframe programming staff for the past 8+ years with the annual support/maintenance being maintained since then. Renewing maintenance foregoes the cost of purchasing another product and the learning and implementation cost of using an alternate product. Renewing the software license is far less expensive then purchasing a new product and maintaining that software.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>No other software products were reviewed to replace Serena's ChangeMan product; The ChangeMan software is a well understood tool that requires no implementation or training costs to utilize. All alternatives would have the initial cost to acquire the product, plus the associated</p>	
--	--	--	--

		<p>annual support/maintenance costs. Additionally, all new software would have the cost of installing, implementing and training; continuing support for the ChangeMan software eliminates those costs.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The ChangeMan software was reached along with other products at the time of the initial purchase. The ChangeMan software has continued to be used since the initial purchase because it meets the needs of the IBM mainframe programming and support staff. The source-code controls provided through ChangeMan are acceptable to the State Auditor.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>The procurement is for the maintenance of proprietary software. If maintenance is not maintained the County will not receive support and will have to pay a re-instatement penalty, typically in excess of the cost of retaining maintenance on the product without a maintenance lapse.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>The procurement is for the maintenance of proprietary software and therefore limited to the vendor's current maintenance price less any government discount. The three year renewal rate saved the County more than \$11,000 verses renewing maintenance annually.</p> <p>With the implementation of the County's ERP system, the IBM products will not be required. Upon completing the transition to the new ERP application, renewal of ChangeMan maintenance/support will not be required.</p>	
CPB2015-197	Fiscal Department	<p>Submitting an RFP exemption on RQ33061, which will result in an award recommendation to Nover Engelstein &amp; Associates, Inc. in the amount not exceed \$4,597.50 for support and maintenance on the WinWam software system for the period 2/1/2015 - 1/30/2016.</p> <p>Funding Source: General Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>For software maintenance and support on WinWam. The annual maintenance includes software updates, bug fixes, remote technical support, and updates to the latest hypertext handbooks.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p> <p>\$4,597.50 for 12 months.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>No other company can provide software maintenance on WinWam.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Nover Englestein &amp; Associates is the developer, distributor and sole source provider of the WinWam (weights and measures inspection) software. WinWam is the only commercially available and proven software product that performs weights and measures inspection that adheres to state laws and NIST regulations.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The department needed to improve efficiency, accuracy, accountability, work productivity and reporting of weights and measures inspections for the county. Since 1995, over 127 state, county and city weights and measures governmental agencies including 8 from Ohio use WinWam software for inspections with excellent results.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p>	
--	--	---	--

		<p>No other company can provide software maintenance on WinWam.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>N/A</p>	
CPB2015-198	Department of Health and Human Services/ Community Initiatives Division/ Office of Homeless Services	<p>Submitting an RFP exemption on RQ33847, which will result in award recommendations to various providers in the total amount of \$487,896.00 for Rapid Re-Housing services for homeless families residing in community shelters for the period of 1 year:</p> <p>a) Domestic Violence &amp; Child Advocacy Center in the amount of \$158,227.00.</p> <p>b) Emerald Development &amp; Economic Network, Inc. in the amount of \$30,355.00.</p> <p>c) Family Promise of Greater Cleveland in the amount of \$55,643.00.</p> <p>d) Salvation Army in the amount of \$174,731.00.</p> <p>e) West Side Catholic Center in the amount of \$68,940.00.</p> <p>Funding Source: FY2014 U.S. Department of Housing &amp; Urban Development Homeless Assistance Grant</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Requesting an RFP Exemption as provided in Ord. No. 02011-0046, 3.03G. on behalf of the Salvation Army, the Domestic Violence &amp; Child Advocacy Center, Family Promise of Greater Cleveland, West Side Catholic Center, and Emerald Development &amp; Economic Network, Inc.</p> <p>In FY 2010, Congress approved the Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act. The HEARTH Act significantly changed the activities and strategies that the U.S. Department of Housing &amp; Urban Development (HUD) had previously held communities accountable to. Without increasing funding to</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>



		<p>communities, HUD began requiring communities to REALLOCATE existing funding to support these new activities. The HEARTH Act requires communities to develop and implement strategies to help families leave shelters and transitional housing facilities more quickly. This new strategy is called “Rapid Re-housing”.</p> <p>The four shelter providers listed above have been receiving HUD Supportive Housing Program (SHP) funds for over 12 years, to provide “Supportive Services” to families in shelter. The activity of “Supportive Services Only “ or SSO, is no longer encouraged by HUD to the point that these SSO projects in other communities have been de-funded.</p> <p>The Cuyahoga County Continuum of Care has actively been engaged in systems change to align local programs and policies with the HEARTH Act since FY 2010. In the FY 2014 Homeless Assistance Grant Process, the community voted to “REALLOCATE” the HUD funding for the above four SSO programs to the HEARTH Act priority of RAPID Re-HOUSING. By taking this bold step, the community achieved the following key results:</p> <ul style="list-style-type: none"> <li>*the HUD funds remain in Cuyahoga County</li> <li>* the provider activities, which in fact had been realigned to support Rapid Re-Housing for homeless families, remain fundable;</li> <li>* overall coordination and alignment of RRH for Families is increased throughout the community;</li> <li>* the Homeless Assistance Grant leverages Emergency Solutions Grant funds more directly.</li> <li>* the pool of resources for RRH Financial assistance administered by Emerald Development &amp; Economic Network, Inc. is increased.</li> </ul> <p>To the last point, Emerald Development &amp; Economic Network, Inc. will continue in its role as the financial assistance provider for the Continuum of Care, per the Shelter Plus Care and Emergency Solutions Grant RRH financial assistance pools of funds. The shelter providers will continue to refer families for RRH, assist families to locate housing in the community, link families to the Neighborhood Collaboratives and to community resources to assist the family to remain stably housed, and help the family acquire needed household goods and furniture.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter</p>	
--	--	---	--

		<p>original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p> <p>The total Grant Award amount is \$487,896.00. The Funding Source is 100% federal funds through the Department of Housing &amp; Urban Development (HUD). The breakdown per provider is:</p> <p>Salvation Army \$174,731</p> <p>Family Promise of Greater Cleveland 55,643</p> <p>Domestic Violence &amp; Child Advocacy Center 158,227</p> <p>West Side Catholic Center 68,940</p> <p>Emerald Development &amp; Economic Network, Inc. 30,355</p> <p>Total     \$487,896</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>This request is to exempt the contract award process from the RFP process because each agency has been receiving these funds, in the noted amount, for over 10 years. The funding, while being awarded under the name of a new program, HEARTH Act, Rapid Re-Housing, is in fact a continuation of the services and activities each agency has been providing, including Emerald Development &amp; Economic Network, Inc.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. Family Promise, Salvation Army, West Side Catholic and the Domestic Violence &amp; Child Advocacy Center provide every family shelter bed in the community that accepts federal funds (Laura's Home does not participate in the Continuum of Care). Among the four agencies, approximately 80 families, with an average of 3 children each for a total of over 300 persons are housed each night. Each agency is at, or over capacity. It would not make sense to conduct an RFP because all the eligible providers are currently at their maximum capacity.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p>	
--	--	---	--

		<p>See above.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>While the award of these funds is through a NEW HUD Grant, in fact, the funds will maintain current activities previously funded through the "SSO" activity category. Delaying the execution of contracts with these providers would create a funding hardship to the provider and could result in a reduction of the number of families served if staff were to be laid off while the RFP process unfolded.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>It is expected that this award will be submitted for Renewal Funding in FY 2015 and on going. Given the circumstances of this particular activity and the federal funding arrangement, it is most likely that an RFP Exemption will continue to be requested each year.</p>	
CPB2015-199	Department of Health and Human Services/ Community Initiatives Division, Office of Homeless Services	<p>Submitting an RFP exemption on RQ33839, which will result in an award recommendation to Emerald Development &amp; Economic Network, Inc. in the amount of \$10,653,076.00 for management of the Shelter Plus Tenant Based -Rental Assistance program for the period 5/1/2015 - 5/30/2016.</p> <p>Funding Source: FY 2014, U.S. Department of Housing &amp; Urban Development Homeless Assistance Grant</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Requesting an RFP Exemption as provided in Ord. No. 02011-0046, 3.03G. on RQ33839 on behalf of Emerald Development &amp; Economic Network, Inc. (EDEN).</p> <p>In 1993, Cuyahoga County applied for and was awarded a Tenant-based Rental Assistance Shelter Plus Care (S+C) grant from the U.S. Department of Housing and Urban Development (HUD). S+C provides rent subsidies to homeless persons with long term disabilities. The community "matches" the rent dollars with in-kind behavioral health services.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>The initial S+C grant application was a collaboration with the Cuyahoga County Mental Health Board, EDEN, and Cuyahoga County, Office of Homeless Services. Only Public Housing Authorities (PHAs) and Units of Local Government are eligible applicants under the S+C program regulations. The Mental Health Board requested that the County submit the application because of this requirement. EDEN was identified in the 1993 application as the agency that would administer the rent subsidies because it was, and still is, the nonprofit housing arm of the ADAMHS Board.</p> <p>The original S+C award was for a five year grant term. After the initial five year term, the award has been renewed on an annual basis. The annual renewal application is submitted by the Office of Homeless Services. Each Renewal Application is reviewed by the Review and Ranking Committee, a subcommittee of the OHS Advisory Board. There is a rigorous review process based on determining the vendor's performance outcomes, agency capacity and audit status, consumer satisfaction, and compliance with Continuum of Care HMIS requirements</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p> <p>The Grant Award and contract amount is \$10,653,076.00. It is funded 100% by the U.S. Department of Housing &amp; Urban Development through the FY 2014 Homeless Assistance Grant process.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The request is to exempt the agency from the RFP process because it was identified as the provider and the initial award was granted based on EDEN being the implementer of the homeless rental assistance program. Moreover, the annual review of the contract/provider/outcomes coupled with biannual HUD and State program audits has verified ongoing performance quality and regulatory compliance.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p>	
--	--	--	--

		<p>At the time the grant was initially awarded, EDEN had the expertise to manage the rent subsidy program. Since 1993, EDEN's capacity to perform this service has only expanded and deepened. The Cuyahoga Metropolitan Housing Authority (CMHA) is the only other vendor capable of implementing the program. CMHA has not demonstrated interest in participating as a fiscal agent for the rental assistance programs funded by the federal Continuum of Care (CoC).</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? See Above.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>This is a RENEWAL Grant which provides ongoing rent assistance to over 1,126 households in private landlord owned housing. It is of critical importance that the timely payment of rental assistance is not compromised.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. N/A</p>	
CPB2015-200	Department of Health and Human Services/ Division of Children and Family Services	<p>Submitting an RFP exemption on RQ33620, which will result in a payment to Windsor Laurelwood Hospital in the amount of \$15,750.00 for placement services for the period 9/23/2014 - 10/30/2014.</p> <p>Funding Source: Title IV-E Foster Care Maintenance</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The Cuyahoga County Division of Children and Family Services is requesting an RFP exemption to pay Windsor Laurelwood Hospital for services provided for a child from 09/23/14 to 10/30/14.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>Per Diem rate is \$450.00 per day.  Total amount is \$15,750.00.  Funding Source(s): Federal (Title IV-E Foster Care Maintenance)  Percentage: 100%</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The use of this procurement is due to the result of a child being in the hospital at the time we received custody. Service was provided for the child who needed to remain there until the agency could locate placement.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>No other option was available at the time of service. The child has mental health issues and we were unable to locate placement. The child needed to remain in the hospital until a suitable placement could be located.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The child was in the hospital when the agency received custody and needed to remain there until we could locate a placement with our current providers. The vendor was already being used prior to the child being placed in our custody.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>The child was placed in the Laurelwood Hospital and remained there until a placement could be located. The child's needs were being met and the child was moved once a placement was located. A competitive bidding process was not an option in this situation.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>This is a unique situation that cannot be predicted. Therefore, the competitive bid process was not an option.</p>	
--	--	--	--

CPB2015-201	Agency of the Inspector General	<p>Submitting a sole source exemption on RQ33801, which will result in an award recommendation to West Publishing Corporation dba West, a Thomson Reuters business in the amount not-to-exceed \$11,001.12 for CLEAR Government Fraud database services for the period 5/1/2015 - 4/30/2017.</p> <p>Funding Source: General Fund</p> <p>2. What is the product/service that you seek to acquire?</p> <p>Provide a detailed description of the product/service. The Agency of Inspector General ("AIG") seeks to obtain a two (2) year subscription to the Thomson Reuters CLEAR for Government Fraud Database ("CLEAR"). CLEAR compiles comprehensive data on business entities, including small and privately held companies and excluded parties lists and nonprofit organizations. By subscribing to CLEAR, the AIG will be able to instantly access the following information regarding entities doing business with the County:</p> <ul style="list-style-type: none"> <li>-Prior legal issues (e.g. criminal convictions of company principles);</li> <li>-Negative statement in the media;</li> <li>-Associate analytics (i.e. connections between people and businesses); and,</li> <li>-Company family tree (business connections within an organization.</li> </ul> <p>The ability to quickly access this information will greatly enhance the AIG's ability to perform contractor investigation and due diligence duties prescribed to the AIG under Cuyahoga County Code Chapter 501.</p> <p>3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need?    <input type="checkbox"/> Yes    <input checked="" type="checkbox"/> No</p> <p>If yes, please provide details regarding future obligations and/or needs. What is the duration of this purchase, including number of "potential" renewal options?</p> <p>Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.</p> <p>4. Why do you need to acquire these goods or services?</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
-------------	---------------------------------	---	---

		<p>Provide information on the main requirement for this purchase. For example, detail the nature of the instructional, research, or community outreach activities for which the purchase is necessary.</p> <p>Cuyahoga County Code Chapter 501, Section 501.21 authorizes the AIG to audit, investigate, inspect and review the operations, activities, and performance of the contracting and procurement processes of the Cuyahoga County Government in order to detect corruption and fraud and insure compliance with Contracting and Purchasing Procedures. In addition, the Cuyahoga County Ethics Code requires the AIG to maintain a database of approved county contractors. A subscription to CLEAR will greatly enhance the ability of the AIG to perform the investigation functions required by the Contracting and Purchasing Procedures and the due diligence function required by the Ethics Code. CLEAR will also allow the AIG to quickly access the following critical information regarding a potential or existing county contractor:</p> <ul style="list-style-type: none"> <li>-Whether the contractor has been implicated in any County corruption investigations or any other criminal activity relating to contracting;</li> <li>-Whether the contractor has a negative performance history;</li> <li>-Whether the company is affiliated with a company that is used as a SBE sub contractor on a County project; and,</li> <li>-The identities of actual principles of contractor entities and whether they have been implicated in any criminal or other negative activity relating to contracting.</li> </ul> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications. Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder. CLEAR for Government Fraud was specifically designed to address the investigative needs of government</p>	
--	--	---	--



		<p>investigators, healthcare investigators and procurement and contract managers. The specific types of data collected and the format the data is presented in is uniquely designed for an office of inspector general or other similarly situated internal investigation unit. Of particular note is the uniqueness of the customization of the user interface for the product. The user interface provides the following unique elements:</p> <ul style="list-style-type: none"> <li>-Quick Analysis flags – save time by quickly classifying and understanding risks associated with a person or business;</li> <li>-Web Analytics – simultaneously search the Web for online personal and business references, including social networks, blogs, watchlist, and more;</li> <li>-Graphical Display – visualize connections between people and business; search into associations from the graphical display with a click;</li> <li>-Negative News – access news data, including filtering capabilities, to quickly see news results with negative sentiments of our target;</li> <li>-Associate Analytics – search out of 10 levels of key relationships from one place;</li> <li>-Address Map – plot all known addresses associated with a search subject with Google maps to view a quick geographical representation of a person or business; and</li> <li>-Company Family Tree – visualize business connections within an organization.</li> </ul> <p>6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?</p> <p>Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.</p> <p>The closest competitive product (LexisNexis Accurint for Government Plus) was considered, but did not contain the full range of information (e.g. Negative News) provided by CLEAR. Additionally, Accurint imposes an additional fee per hit for news searches which will likely cause the Agency to incur substantial cost when searching for information on potential contractors and vendors. Most of the other investigation research databases available are designed for law enforcement purposes that do not specifically meet the needs of the AIG with regard to</p>	
--	--	--	--

		<p>contractor research. In addition, the AIG would not qualify to access many of the law enforcement databases.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>Provide specific information regarding methods of search, geographic areas searched, and time-frame of search for alternate providers. If no efforts were made to identify and/or locate alternate goods/services, identify rationale for acceptance of sole source.</p> <p>N/A</p> <p>8. Has your department bought these goods/services in the past?    <input checked="" type="checkbox"/> Yes    <input type="checkbox"/> No</p> <p>If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?</p> <p>Indicate whether the department has previously acquired the same goods or services. If the department has purchased the same goods or services, indicate if the purchase was based on a competitive process or a sole source. NOTE: If the same goods or services had been previously purchased based on a competitive process, provide additional details regarding why a sole source request is being made for this purchase. If the same goods or service had been previously purchased, indicate the date of last purchase and the price paid.</p> <p>Thomson Reuters (CLEAR) Sole Source \$252.00 per month for one user</p> <p>9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future? Describe specific steps, and/or alternate solutions under consideration.</p> <p>Upon conclusion of this contract, the AIG will review the LexisNexis Accurant for Government Plus product to see what information has been added. In addition, the AIG will look for other comparable alternatives by surveying other inspector general offices.</p> <p>10. What efforts were made to get the best possible price? Identify any initiatives made with the vendor to</p>	
--	--	--	--

		<p>obtain the most favorable pricing. For example, indicate if any quotes or discounted pricing was requested from the vendor. Additionally, if discounts or special pricing was provided please indicate the amount of the discounts as a percentage of the original or published selling price. If any other value added services such as training or extended warranty were provided, please provide details on those services.</p> <p>Because the contract is for a two year period, the Agency received a better monthly rate for CLEAR services.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable? Indicate any price comparisons or other benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.</p> <p>The AIG received a standard subscription rate for the services over a two year time span.</p> <p>12. Amount to be paid: \$5500.00 per year for three users</p>	
CPB2015-202	Agency of the Inspector General	<p>Submitting an RFP exemption on RQ33803, which will result in an award recommendation to WingSwept, LLC formerly dba WingSwept Communications, Inc. in the amount of \$13,342.01 for maintenance and support of the Case Management System for the period 4/23/2015 - 4/22/2016.</p> <p>Funding Source: General Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Maintenance and support of the AIG's confidential Case Management System. The proposed contract term is April 23, 2015 through April 22, 2016 with a five (5) year option extension.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all previous amendment history (time periods, amounts), if any.)</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>One year contract amount - \$13,342.01.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>RFP 21555 awarded</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>None. The product is already in place.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Met all the criteria set by RFP.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>Disruption to the AIG's case management system.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p> <p>None at this time.</p>	
--	--	--	--

#### D. Consent Agenda

Item	Requestor	Description	Board Action
CPB2015-203	Department of Public Works	<p>Submitting an agreement of cooperation with City of Cleveland for the resurfacing of Turney Road from Warner Road to the Cleveland South Corporation Line in the City of Cleveland.</p> <p>Funding Source: 80% Federal and 20% County Road and Bridge Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
CPB2015-204	Department of Public Works	<p>Recommending to declare Jet Vac Units Number S-218 and S-220 as surplus County property no longer needed for public use; recommending to trade said equipment, valued at \$120,000.00, to Jack Doheny Supplies Ohio, Inc. in connection with the purchase of 1-Vactor 2110 Series Plus Combination Sewer Cleaner Truck on</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		RQ33921 in accordance with Ohio Revised Code Section 307.12(H).  Funding Source: Sanitary Sewer Fund	
CPB2015-205	Department of Information Technology	Submitting an agreement of cooperation among City of Cleveland and Greater Cleveland Regional Transit Authority for shared Fiber Optic Resources for the period 4/30/2015 - 4/29/2016.  Funding Source: N/A	___ Approve ___ Disapprove ___ Hold
CPB2015-206	Office of Procurement & Diversity	On behalf of Department of Health and Human Services/ Division of Children and Family Services, recommending to amend Contracts and Purchasing Board Approval No. CPB2015-157 which authorized an award and the submission of 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 by changing the requisition number from RQ30557 to RQ3318  Funding Source: N/A	___ Approve ___ Disapprove ___ Hold
CPB2015-207	Office of Procurement & Diversity	Presenting voucher payments for the week of 4/6/2015	___ Approve ___ Disapprove ___ Hold
CPB2015-208	Department of Development	Presenting voucher payments for the week of 3/24/2015 – 3/30/2015	___ Approve ___ Disapprove ___ Hold

## **V. Other Business**

## **VI. Public Comment**

## **VII. Adjourn**

## **Minutes**

Cuyahoga County Contracts and Purchasing Board  
March 30, 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

Michael W. Dever, Director of Public Works

Dennis G. Kennedy, Fiscal Officer

Lenora Lockett, Director, Office of Procurement and Diversity

Councilman Dale Miller

II. Review Minutes

The minutes from the March 23, 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

There were no tabled items.

B. Scheduled Items

CPB2015-168 Department of Public Works, recommending to rescind Contracts and Purchasing Board Approval No. CPB2014-793 dated 10/14/2014, which authorized an award to The Family Pet Clinic in the amount not-to-exceed \$24,999.00 for emergency and non-emergency off-site vet services for the period 10/1/2014 - 3/31/2015. Funding Source: Animal Shelters Special Revenue Fund (Original Award)

Stan Kosilesky, Department of Public Works, presented. Item CPB2015-168 was unanimously approved.

CPB2015-169 Department of Development, recommending awards on RQ31259 and enter into contracts and Grant of Right of Entry and Release From Liability agreements with various providers in connection with said project sites for the period 3/30/2015 - 9/26/2015:

- a) HzW Environmental Consultants, LLC in the amount not-to-exceed \$10,500.00 for Phase II Brownfield Environmental site assessment services for property located at 1318 West 58th Street, Cleveland.
- b) The Mannik & Smith Group, Inc. in the amount not-to-exceed \$3,228.36 for Phase I Brownfield Environmental site assessment services for the Lakeshore Chevy site located at 543 & 549 East 185th Street, Euclid.
- c) Pandey Environmental, LLC in the amount not-to-exceed \$4,500.00 for Phase I Brownfield Environmental site assessment services for the Fairmount Cleaners relocation site located at 13485 Cedar Road, University Heights.

For the period 3/30/2015 - 9/26/2015. No Grant of Right of Entry and Release From Liability agreement required:

d) Partners Environmental Consulting, Inc. in the amount not-to-exceed \$40,600.00 for Voluntary Action Program Phase I environmental site assessment services for the former Metaldyne site located at 25661 Cannon Road, Bedford Heights. Funding Sources: Brownfield Revolving Loan Fund

Jan Bayne, Department of Development, presented. Item CPB2015-169 was unanimously approved.

CPB2015-170 Department of Development, submitting contracts with various property owners for exterior improvements in connection with Storefront Renovation Rebate Program projects for the period 4/1/2015 - 3/31/2016:

- a) Albert and Pat Therrien in the amount of \$20,000.00.
- b) The Buller Family Revocable Trust in the amount of \$20,000.00.
- c) CW ONE, LLC in the amount of \$4,015.60.

Funding Sources: Community Development Block Grant

Sara Parks-Jackson, Department of Development, presented. Item CPB2015-170 was unanimously approved.

CPB2015-171 Department of Information Technology, recommending an award on RQ32733 and enter into a contract with Environmental Systems Research Institute, Inc. in the amount not-to-exceed \$31,908.00 for maintenance on ArcGIS software for the period 1/1/2015 - 12/31/2015. Funding Source: Assessment Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-171 was unanimously approved.

CPB2015-172 Department of Information Technology, Recommending an award on RQ33344 and enter into a contract with Allen Systems Group, Inc. in the amount not-to-exceed \$26,850.80 for maintenance and support services on ASG-PRO/JCL software for the period 2/11/2015 - 2/10/2018.

Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-172 was unanimously approved.

CPB2015-173 Department of Information Technology, recommending an award on RQ32694 and enter into a contract with CGI Technologies and Solutions Inc. in the amount not-to-exceed \$93,152.00 for maintenance and support on Hyland Onbase software for the Document Imaging System for Cuyahoga Job and Family Services for the period 1/1/2015-12/31/2015.

Funding Source: HHS Levy Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-173 was unanimously approved.

CPB2015-174 Department of Information Technology, recommending an award on RQ32693 and enter into a contract with CGI Technologies and Solutions, Inc. in the amount not-to-exceed \$22,663.00

for maintenance and support on Kofax software for Cuyahoga Job and Family Services for the period 1/1/2015-12/31/2015. Funding Source: HHS Levy Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-174 was unanimously approved.

CPB2015-175 Office of Procurement & Diversity, Recommending an award:

Department of Public Works

a) on RQ33167 to Flagzone, LLC in the amount of \$48,297.60 (14-2) for the purchase of 780 Gross - 8" x 12" United States Flags. Funding Source: General Fund

Lenora Lockett, presented. Dale Miller asked questions related to the second bidder and the amount of their bid submission. Lenora replied Industrial Bunting and Flag Corp. submitted a bid in the amount of \$51,534.60 - approximately \$3,000.00 higher than the lowest bidder. Item CPB2015-175 was unanimously approved.

CPB2015-176 Court of Common Pleas/Juvenile Court Division, Recommending an award on RQ31995 and enter into an agreement with City of Warrensville Heights in the amount not-to-exceed \$4,800.00 for the Community Diversion Program for the period 3/30/2015 - 12/31/2015. Funding Source: General Fund

Karen Lippman, Juvenile Court Division, presented. Item CPB2015-176 was unanimously approved.

CPB2015-177 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, recommending an award on RQ33448 and enter into a contract with Case Western Reserve University, Center on Urban Poverty & Community Development, Mandel School of Applied Social Sciences in the amount not-to-exceed \$50,000.00 for evaluation services for the period 4/1/2015 - 12/31/2015. Funding Source: Private Donation

Bob Staib, Office of Early Childhood, presented. Dale Miller asked questions related to the funding source. Bob replied Eaton Corporation donated \$25,000.00 and United Way donated the remaining \$25,000.00. Item CPB2015-177 was unanimously approved.

CPB2015-178 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, Recommending an award on RQ33441 and enter into a contract with Emerald Development & Economic Network, Inc. in the amount of \$30,000.00 for Home Kits for homeless veterans for the period 1/1/2015 - 12/31/2015.

Funding Source: FY2014 State Veterans Fund

Ruth Gillett, Office of Homeless Services, presented. Item CPB2015-178 was unanimously approved.

CPB2015-179 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, Recommending an award on RQ33442 and enter into a contract with Mental Health Services for Homeless Persons, Inc. dba Frontline Service in the amount of \$70,000.00 for homeless prevention and rapid re-housing services for homeless veterans for the period 1/1/2015 - 12/31/2015. Funding Source: FY2014 State Veterans Fund



Ruth Gillett, Office of Homeless Services, presented. Item CPB2015-179 was unanimously approved.

CPB2015-180 Department of Health and Human Services/Cuyahoga Job and Family Services, Recommending an award on RQ33076 and enter into a contract with Mid-America Consulting Group, Inc. in the amount not-to-exceed \$5,000.00 for licenses, maintenance and support of the ProviderGateway Long Term Care software application for the period 2/1/2015 - 1/31/2016.  
Funding Source: Public Assistance Fund

Jeff Mowry, Chief Information Officer, presented. Item CPB2015-180 was unanimously approved.

CPB2015-181 Department of Health and Human Services/Division of Senior and Adult Services, Submitting a revenue generating agreement among Buckeye Community Health Plan and the Ohio Department of Medicaid for Home and Community Based services for the period 4/1/2015 - 3/31/2016.  
Funding Source: Revenue Generating

Mary Beth Vaughn, Division of Senior and Adult Services, presented. Item CPB2015-181 was unanimously approved.

#### C. Exemption Requests

CPB2015-182 Fiscal Department, submitting an RFP exemption on RQ33660, which will result in a Government agreement with State of Ohio, Office of the Auditor in the amount of \$533,000.00 for an annual audit Calendar Year 2014 for the period 2/5/2015 - 9/30/2015. Funding Source: General Fund

Kathy Goepfert, Fiscal Department, presented. Dale Miller asked if services procured through a private-sector vendor would be more expensive. Kathy estimated they would, but State Law requires that an audit be performed by the State. Item CPB2015-182 was unanimously approved.

CPB2015-183 Department of Public Safety and Justice Services, submitting an RFP exemption, which will result in an amendment Contract No. CE1400364 with Motorola Solutions, Inc. for upgrade and installation of 3 Dispatch Console Workstations for the period 10/13/2014 - 1/13/2015 to extend the time period to 4/30/2015; no additional funds required.  
Funding Source: General Fund

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2015-183 was unanimously approved.

CPB2015-184 Department of Public Safety and Justice Services, submitting an RFP exemption on RQ33533, which will result in an award recommendation to Eltag North America in the amount of \$55,696.00 for ALPR maintenance services for the period 1/1/2015 - 12/31/2015.  
Funding Source: FY 2014 State Homeland Security Grant Program

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2015-184 was unanimously approved.

CPB2015-185 Department of Public Safety and Justice Services/Witness Victim, submitting an RFP exemption on RQ33782, which will result in an award recommendation to Mental Health Services for

Homeless Persons, Inc. dba Frontline Service in the amount of \$449,150.00 for the Children Who Witness Violence project for the period 1/1/2015 - 12/31/2015.

Funding Source: General Fund

Felicia Harrison, Department of Public Safety and Justice Services, presented. Item CPB2015-185 was unanimously approved.

CPB2015-186 Department of Health and Human Services/Office of Re-entry, submitting an RFP exemption, which will result in an amendment to Agreement No. AG1100007-01 with Cuyahoga County Common Pleas Court for Re-entry Court intensive probation supervision services for the 3/1/2011 - 12/31/2014 to extend the time period to 12/31/2015 and for additional funds in the amount of \$67,000.00. Funding Source: Health and Human Services Levy Fund

Luis Vasquez, Office of Re-entry, presented. Item CPB2015-186 was unanimously approved.

#### D. Consent Agenda

CPB2015-187 Department of Public Works,

- a) Submitting an amendment (Subsidiary No. 3) to Contract No. CE1200486 with Independence Excavating, Inc. for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland for a decrease in the amount of (\$6,403.33).
- b) Recommending to accept said project as complete and in accordance with plans and specifications.
- c) Requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: Environmental Protection Agency

Item CPB2015-187 was unanimously approved.

CPB2015-188 Department of Information Technology, submitting an amendment to Contract No. CE1400266-01 with Major Oak Consulting LLC for consultant services for a feasibility study for Enterprise Geographic Information System shared services for the period 8/25/2014 - 2/28/2015 to extend the time period to 12/31/2015; no additional funds required. Funding Source: N/A Item

CPB2015-188 was unanimously approved.

CPB2015-189 Office of Procurement & Diversity, Recommending to terminate various agreements with Northeast Ohio Sourcing Office nka Sourcing Office for Group Purchasing Opportunities to achieve cost savings for the Administrator's Office, effective 03/31/2015:

- a) Master Products agreement
- b) Master Services and Consulting agreement
- c) Membership agreement

Funding Source: N/A

CPB2015-189 was unanimously approved.

CPB2015-190 Department of Health and Human Services/Division of Children and Family Services, Submitting an agreement with Ohio Department of Public Safety, Bureau of Motor Vehicles for the provision and use of vehicle registration abstracts for the period 4/1/2015 - 3/31/2018. Funding Source: N/A

CPB2015-190 was unanimously approved.

CPB2015-191 Office of Procurement & Diversity, presenting voucher payments for the week of 3/30/2015

Item CPB2015-191 was unanimously approved.

CPB2015-192 Department of Development, presenting voucher payments for the week of 3/17/2015 – 3/23/2015

Item CPB2015-192 was unanimously approved.

V. Other Business

None

VI. Public Comment

There was no further public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 11:48 a.m.

## **B. New Items**

### **CPB2015-193**

A. Department of IT requesting approval of an Amendment with IBM for \$16,932.00 for 1/1/14-12/31/14.

B. The proposed Amendment received an RFP Exemption on 12/22/14.

C. International Business Machines Corporation  
1 North Orchard Road  
Armonk, NY 10504

D. The Amendment's term has already begun. Request delay is due to licensing compliance needed to be identified.

E. The Amendment is funded 100% by the General Fund.

#### **CPB2015-194**

##### **A. Scope of Work Summary**

1. Office of Early Childhood/Invest in Children requesting approval of a Contract with Educational Service Center for Communication Services for the anticipated cost of \$100,000. The anticipated start-completion dates are (05/01/2015- 04/30/2017).

2. The primary goals of the project are:

The ESC will be required to provide for the implementation of a community-wide communications and parent engagement campaign for OEC Pre-K awareness initiatives that promotes awareness of the importance of quality in selecting a pre-school, AND, for the development and initial roll out of a School Readiness Mobile Application.

##### **B. Procurement**

1. The procurement method for this project was Governmental Purchase. The Educational Service Center is a political subdivision of the State of Ohio. The total value of the contract is \$100,000.00.

3. The proposed contract received a governmental purchase exemption on March 16, 2015. The Justification Preview is attached.

##### **C. Contractor and Project Information**

1. The address(es) of all vendors and/or contractors is:

Educational Service Center  
6393 Oak Tree Blvd., Suite 300  
Independence, Ohio 44131  
Council District (6)

2. The executive director for the contractor/vendor is Dr. Robert Mengerink, Superintendent.

##### **D. Project Status and Planning**

1. The project is new to the County.

##### **E. Funding**

1. The project's \$100,000 contract amount is funded 100% by grant funds from the Stocker Foundation (\$75,000) and donated funds to Invest in Children (\$25,000).

2. The schedule of payments is by invoice

#### **CPB2015-195**

##### **A. Scope of Work Summary**

The Department of Children and Family Services (CCDCFS) is requesting approval of the contract based on an RFP Exemption (RQ33153) from the Cuyahoga County of Ohio to complete the reaccreditation process through the Council on Accreditation (COA). These activities will be for the period of January 01, 2015 through December 31, 2018 for an amount not to exceed \$58,148.00. This is a new contract needed for attaining reaccreditation with COA. All costs related to the process with the exception of the application fee, \$44,823.00 are estimates. The application fee is based on 2010 budget less placement (including adoptions) and emergency assistance. The balance of the projected cost or \$20,300 accommodates (6) reviewers at \$2,000, (2) extra days for extension of site visit \$425 per day for each

reviewer, (1) site visit rescheduling at \$1000, deadline submission and error fee of \$1000 and annual maintenance on accreditation fee for a total of 3-years (\$1200) which amount to (\$400) per year. The complete reaccreditation process can take from 12 to 18 months depending upon the size of the organization and its scope of services. COA has incorporated CCDCFS a 25% discount as a result of its organization's membership in Child Welfare League of America (COA Sponsoring Organization).

The Council on Accreditation requires accredited agencies to maintain continuous implementation of performance with COA standards throughout their four-year accreditation cycle. The Cuyahoga County Department of Children and Family Services (CCDCFS) achieved its accreditation status on July 24, 2008 and our organization's COA certification expires on July 31, 2016. To sustain accreditation with COA, CCDCFS must adhere to the following three components:

- Self-reporting of critical incidents and significant occurrences
- Participation in the review of third-party concerns or complaints
- Completion of an Annual Maintenance of Accreditation Report (MOA) which demonstrates an organization's commitment to the pursuit of organizational excellence and quality service delivery for persons served.

Following COA's review of the annual MOA Report, an accredited organization may receive recognition for demonstration of an exemplary quality/improvement initiative.

#### B. Procurement

#### C. Contractor and Project Information

Council on Accreditation for Children and Family Services, Inc. + \$58,148.00

45 Broadway, 29th Floor

New York, NY 10006

Contact: Richard Klarberg, President/CEO

Phone: (212) 797-3000

#### D. Project Status and Planning – this is an ongoing project

#### E. Funding Source - 33% Federal (mostly Title IV-E Admin) and 67% HHS Levy

#### C. Exemptions

[Item details for CPB2015-196 – CPB2015-203 in Section C., above]

#### D. Consent Agenda

##### CPB2015-204

##### A. Scope of Work Summary

##### 1.) Department of Public Works requesting:

a.) approval of agreement of cooperation for the resurfacing of Turney Road from Warner Road to the Cleveland S. Corp Line in the City of Cleveland.

b.) that special assessments are not to be levied and collected to pay any part of the County's cost of this project.

c.) authorize the County Executive to execute the necessary agreement of cooperation with the City of

Cleveland.

The anticipated construction cost for this project is \$4,925,000.00. The anticipated start date for this project 2016.

2.) The primary goal of this project is to maintain the County's infrastructure.

3.) N/A

B. Procurement - N/A

C. Contractor and Project Information

1.) N/A

2.) N/A

3.a.) The location of this project is Turney Road from Warner Road to the Cleveland S. Corp Line in the City of Cleveland.

3.b.) This project is located in Council District 8

D. Project Status and Planning

1.) The project is new to the County

2.) N/A

3.) N/A

4.) N/A

5.) N/A

E. Funding

1.) This project is to be funded 80% Federal and 20% County Road and Bridge Fund. The County is responsible for the design costs.

2.) N/A

3.) N/A

#### **CPB2015-205**

The Dept. of Public Works has determined that Jet Vac Units Number S-218 and S-220 have exhausted their useful life and are to be replaced by a new unit in accordance with the approved Budget as part of the cyclical replacement program.

The Dept of Public Works in accordance with the Inventory Control Program approved by Executive Order No. 02012-001, Recommends that Sewer Jet Trucks No S-218 and S-220 (VIN's 2FZHATDC64AN53898 AND 1HTWHAATX8JO38930 respectively) be declared as surplus inventory and eligible for immediate Trade-in.

Jack Doheny Companies, our approved RFP source for Jet-Vac trucks, has allowed Trade-in Values of \$ 45,000.00 and **\$45,000.00** ~~65,000.00~~ to be applied to the purchase of a new Replacement Vactor Jet/Vac Truck.

The Trade-in option was calculated at the present time for a Replacement Unit and is being quoted as a reduction to a purchase price.

Therefore, the Dept of Public Works is asking for authorization and approval to dispose of said units via Trade-in, and to accept the Trade-in values of \$ 45,000.00 and \$ 75,000.00 as a direct reduction to the Replacement unit purchase price.

The Dept of Public Works Fleet Operation and the Sanitary Sewer Maintenance group have determined that the Sewer Jet Vac Truck S-218 is ten years old, and Truck S-220 is eight years old and in need of excessive parts and services to continue operation on a daily basis. These units are scheduled for replacement and budgeted for the 2015 Fiscal Year. By accepting the generous trade-in allowance, the units will be taken out of daily service and no further expenses will be invested.

**CPB2015-206**

A. Submitting an agreement with the City of Cleveland and the Greater Cleveland Regional Transit Authority in the amount of \$0.00 for shared Fiber Optic Resources for the period 4/30/15 - 4/29/16.

B. None

C. No vendors or contractors

D. The Fiber Optic Sharing Committee agreed to renew the commitment to share Fiber Optice Resources annually. This is year 5 of 5.

E. None

**CPB2015-207**

Office of Procurement & Diversity, on behalf of Department of Health and Human Services/Division of Children and Family Services, recommending to amend Contracts and Purchasing Board Approval No. CPB2015-157 which authorized an award and the submission of 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 by changing the requisition number from RQ30557 to RQ33181.

**CPB2015-208**

<b>Department/ Location Key:</b>					
AU: Fiscal Officer	CE: Public Works (Engineer)	CT: Public Works	JA: Cuyahoga County Public Safety and Justice Services	SH: Sheriff	TR: Treasurer
BE: Board of Elections	CF: Children & Family Svs.	DV: Development	JC: Juvenile Court	SA: Senior & Adult Svs.	WI: Workforce Development
CA: Court of Appeals	CL: Clerk of Courts	EC: Early Childhood	LLOO: Law library	SE: Support Enforcement Agency	WT: Employment & Family Svs.
CC-010: County Administration	CO: Common Pleas	HS: Health & Human Svs.	MI: HIV/AIDS Services	SM: Solid Waste District	
CC-002: Human Resources	CR: Medical Examiner	IS: Information Systems	OPD: Procurement and Diversity	ST: Public Works (Sanitary)	

***Direct Open Market Purchases (Purchases between \$500 - \$25,000 unless requiring assistance from Procurement & Diversity Dept - see below)***

<b>Requisition #</b>	<b>Requisition Date</b>	<b>Description</b>	<b>Dept/Loc</b>	<b>Total</b>
AU-15-33881	3/26/2015	Inspected & Sealed By' decals	AU / AU05	\$955.06
CE-15-33828	3/19/2015	Sweeper Repair Parts #17-0045	CE / CE01	\$1,382.26
CE-15-33879	3/26/2015	FleetMax Maintenance	CE / CE01	\$695.00
CR-15-33291	1/26/2015	Toxicology: Extraction Columns & Misc	CR / CR00	\$6,442.75
CT-15-33821	3/19/2015	COURTHOUSE REPAIR/ASSEMBLE/ INSTALL ROTATING ASSEMBLY & TOP HOUSING	CT / CT01	\$2,974.28
CT-15-33848	3/23/2015	8" Table Drape Print Covers 1 Side	CT / CT09	\$980.01



CT-15-33853	3/23/2015	Kennel- 16oz. Cotton Cut Mop	CT / CT01	\$801.00
CT-15-33862	3/24/2015	Sheriff - Repair Trans Module #18- 57	CT / CT04	\$2,901.25
JA-15-33599	2/26/2015	3 Mobile Data Terminals/Laptop with car mounting accessories	JA / JA01	\$11,368.35
JA-15-33728	3/10/2015	HazMat - Ramp test kits	JA / JA00	\$7,419.75
JA-15-33729	3/10/2015	Hazmat - Gastec Colormetric Tubes	JA / JA00	\$4,626.75
JA-15-33731	3/10/2015	Hazmat - CMS Chips for chemical detection	JA / JA00	\$3,811.41
JA-15-33732	3/10/2015	HazMat - Test strips; chemical, wastewater, Flouride, Pot. Iod.	JA / JA00	\$3,216.90
JA-15-33734	3/10/2015	Hazmat supplies - BioCheck replacement	JA / JA00	\$1,241.54
JA-15-33737	3/10/2015	Hazmat - Rae Systems detection equipment	JA / JA00	\$17,823.56
JA-15-33774	3/13/2015	HazMat - Calibration gas supplies	JA / JA00	\$1,585.00
SA-15-33651	3/4/2015	Frigidaire Top- Freezer Refrigerator	SA / SA01	\$510.00
SH-15-33746	3/11/2015	(2015) Floor Cleaner, Window Cleaner, Hand Sanitizer for Jail	SH/SH003	\$1,733.75
SH-15-33765	3/12/2015	(2015) GFS Dish Detergent Soap	SH/SH003	\$12,566.00
SH-15-33805	3/17/2015	Law Enforcement drug testing and misc items	SH/SH003	\$2,047.95

SH-15-33810	3/18/2015	Flashlights & Ticket Board clipboards to outfit the U.D.F. Task Force	SH/SH003	\$1,868.00
SH-15-33812	3/18/2015	(2015) Plastic Broom Sticks for Jail cleaning	SH/SH003	\$599.00
SH-15-33814	3/19/2015	Wet/Dry Shop Vac for Jail	SH/SH003	\$1,014.80
SH-15-33891	3/27/2015	(2015) Janitor Carts for Jail Cleaning	SH/SH003	\$968.73
ST-15-33775	3/13/2015	Wastewater Air Blower	ST / ST01	\$1,455.00
<b>Items already purchased:</b>				
CT-15-33773	3/13/2015	Courthouse Service, Dismantle only Close Coupled Pump	CT / CT01	\$558.67
SH-15-33880	3/26/2015	FCSS FY 2015 Recreational Activities	HS/HS12	\$950.00

**Open Market Purchases (Over \$25,000 or requiring assistance from The Office of Procurement & Diversity)**

Purchase Order #	Purchase Order Date	Description	Dept/Loc	Total
	3/25/2015	April 2015 JD Bananas	JC/JC10	\$3,681.00
1516508	3/25/2015	April 2015 JD Lunch Meats	JC/JC10	\$196.00
1516509	3/25/2015	April 2015 JD Dairy Products	JC/JC10	\$258.78
1516510	3/25/2015	April 2015 JD Lima Beans	JC/JC10	\$1,294.00
1516511	3/25/2015	April 2015 JD Lima Beans	JC/JC10	\$1,657.15
1516512	3/25/2015	April 2015 JD Pork & Beans	JC/JC10	\$901.78
1516513	3/25/2015	April 2015 JD Peaches, etc.	JC/JC10	\$3,257.40
1516514	3/25/2015	April 2015 JD Milk	JC/JC10	\$4,660.28
1516515	3/25/2015	April 2015 JD Bread	JC/JC10	\$2,213.20

1516518	3/25/2015	April 2015 JD Meats	JC/JC10	\$3,687.40
---------	-----------	------------------------	---------	------------

**CPB2015-209**

<b>DEPARTMENT OF DEVELOPMENT</b>				
<b>DEVELOPMENT LOANS FOR THE PERIOD 03/24/15 - 03/30/15</b>				
<b>VOUCHER NO.</b>	<b>PAYEE</b>	<b>AMOUNT</b>	<b>FUNDING SOURCE</b>	<b>AUTHORIZATION</b>
DV1550075	AMERICAN BUILDING AND KITCHEN	\$2,020.00	Community Development	CDBG REHAB LOAN Index Code: DV713917
	MESCHIA PAYNE	\$2,725.00	Community Development	CDBG REHAB LOAN Index Code: DV714436
	ARLENE ALLEN	\$13,025.00	Community Development	CDBG REHAB LOAN Index Code: DV714436
	<b>Total</b>	<b>\$17,770.00</b>		