

Minutes

Cuyahoga County Contracts and Purchasing Board
October 28, 2013 11:30 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

I. Call to Order

Lindy Burt called the meeting to order at 11:34 a.m.

Attending:

County Executive Edward FitzGerald
Chief of Staff Matt Carroll
Procurement and Diversity Director Lenora Lockett
Councilman Dale Miller
Interim Fiscal Officer Mark Parks
Public Works Director Bonnie Teeuwen
Clerk of the Contracts & Purchasing Board Lindy Burt

At the October 28th, 2013 regular meeting of the Contracts and Purchasing Board, all actions taken for the following approved items were done with the approval of all members present. All items were considered and adopted by unanimous vote unless otherwise noted.

II. Review Minutes

The minutes from the October 21, 2013 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

CPB2013-830 Department of Public Works recommending an award on RQ28355 and enter into a contract with Peter Batcheller, in the amount not-to-exceed \$8,000.00 for consultant services for the costing, attendance and payroll system for the period 10/1/2013 - 9/30/2014. Funding Source: 100% Road & Bridge Funds.

Item CPB2013-830 was unanimously approved.

CPB2013-831 Department of Development submitting an amendment to a revenue generating agreement with City of East Cleveland for Lead Hazard Remediation services for the period 9/26/2011 -

9/30/2014 to extend the time period to 12/31/2014 and for additional revenue in the amount of \$50,000.00. Funding Source: Revenue generating.

Item CPB2013-831 was unanimously approved.

CPB2013-832 Department of Development a) requesting approval of a contract with URS Corporation - Ohio for Phase I and Limited Phase II Environmental Services in the amount not-to-exceed \$6,500.00 at the proposed Artist Pocket Neighborhood Site located at 1407 East 40th Street, Cleveland. The start-completion dates are 10/28/2013 - 04/26/2014. b) Submitting a License for Entry, Consent and Limited Release from Liability agreement in connection with said project site. Funding Source: Brownfield Revolving Loan Funds.

Item CPB2013-832 was unanimously approved.

CPB2013-833 Department of Workforce Development Submitting a contract with Menorah Park Center for Senior Living BET Moshav Zekenim Hadati in the amount not-to-exceed \$4,623.60 for the Incumbent Worker Training Program for the period 9/1/2013 - 1/31/2014. Funding Source: Community Development Block Grant Funds.

Item CPB2013-833 was unanimously approved.

CPB2013-834 Fiscal Office a) submitting an RFP exemption on RQ26410, which will result in an award recommendation to Professional Travel, Inc. for travel booking and management services for duty-related travel for the period 8/1/2013 - 7/31/2016. b) Recommending an award on RQ26410 and enter into an agreement with Professional Travel, Inc. for travel booking and management services for duty-related travel for the period 8/1/2013 - 7/31/2016. Funding Source: All travel fees will be paid by funds encumbered through our Corporate Credit Card Program.

Item CPB2013-834 was unanimously approved.

CPB2013-835 Fiscal Office /Office of Budget & Management, recommending an award on RQ27100 and enter into a contract with MAXIMUS Consulting Services, Inc. in the amount not to exceed \$34,000.00 for consultant services for the preparation of the Indirect Cost Allocation Plan for the period 10/28/2013 - 12/31/2015. Funding Source: General Funds.

Item CPB2013-835 was unanimously approved.

CPB2013-836 Office of Procurement & Diversity recommending an award on behalf of Department of Public Works a) on RQ27731 to Jomac, Ltd. (11-1) in the amount of \$47,918.00 for 1-aluminum body with Canopy mounted on International 4300 Cab & Chassis including a Thieman Liftgate. Funding Source: 100% Sanitary Engineering Funds.

Item CPB2013-836 was unanimously approved.

CPB2013-837 Office of Procurement & Diversity a) Requesting authority to rescind Contracts and Purchasing Board Approval No. CPB2013-722 dated September 30, 2013, which made an award on RQ27634 to Newspaper and Printing Consultants, LLC (8-2) in the amount not-to-exceed \$92,594.50 for delinquent land and delinquent manufactured home tax notice for the Fiscal Office. b) Recommending an award: Fiscal Office a) on RQ27634 to The Northeast Ohio Media Group LLC/Plain Dealer (8-2) in the amount not-to-exceed \$99,279.00 for delinquent land and delinquent manufactured home tax notice. Funding Source: 92% Assessment Funds and 8% General Funds.

Item CPB2013-837 was unanimously approved.

C. Exemption Requests

CPB2013-838 Department of Public Safety and Justice Services/Public Safety Grants Submitting an RFP exemption, which will result in an amendment to Contract No. CE1100208-01 with Kinder Morgan Liquids Terminals LLC for reimbursement of eligible expenses in connection with the FY2010 Port Security Grant Program for the period 6/1/2010 - 5/31/2013 to extend the time period to 11/30/2013; no additional funds required. Funding Source: U.S. Department of Homeland Security FEMA funds.

Item CPB2013-838 was unanimously approved.

CPB2013-839 Department of Health and Human Services/ Community Initiatives Division/Office of Early Childhood Submitting an RFP exemption, which will result in amendments to contracts with various providers for Universal Pre-Kindergarten services for the period 8/1/2012 - 7/31/2013 to extend the time period to 7/31/2014 and for additional funds in the total amount of \$2,572,221.61. Funding Source: 91.3% levy dollars; 9.7% Gund Foundation grant dollars.

Rick Werner, Director of the Department of Health and Human Services, corrected the breakdown in funding sources to be: 90.3% levy dollars and 9.7% Gund Foundation Grant Dollars.

Item CPB2013-839 was unanimously approved.

CPB2013-840 Department of Health and Human Services/ Division of Senior and Adult Services submitting an RFP exemption on RQ28811, which will result in an award recommendation to The Center for Community Solutions - Council On Older Persons in the amount not-to-exceed \$7,500.00 for supportive staff for the period 1/1/2014 - 12/31/2014. Funding Source: Health and Human Services Levy Funds.

Item CPB2013-840 was unanimously approved.

D. Consent Agenda

CPB2013-841 Department of Development submitting a grant agreement with the City of Cleveland to receive up to \$152,824.88 for Home Weatherization Assistance Program inspection services from October 1, 2013 - June 30, 2014. Funding Source: City of Cleveland.

Item CPB2013-841 was unanimously approved.

CPB2013-842 Department of Human Resources submitting an amendment to Contract No. CE1200203-01 with AXA Advisors, LLC for Investment Consultant Services for the 457 Deferred Compensation Plan for employees for the period 1/1/2012 - 10/31/2014 to change the terms, effective 7/19/2013. Funding Source: N/A.

Item CPB2013-842 was unanimously approved.

CPB2013-843 Fiscal Office submitting a Business Associate Agreement with Cuyahoga County Board of Health for safeguarding Individually Identifiable Information in connection with Health Insurance Portability and Accountability Act (HIPAA) and the Health information Technology Act (HITECH Act). Funding Source: N/A.

Item CPB2013-843 was unanimously approved.

CPB2013-844 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 CPB2013-844 was unanimously approved.

CPB2013-845 Medical Examiner recommending to amend Contracts and Purchasing Board Approval No. CPB2013-599 which authorized an award on RQ27230 and enter into a contract with Life Technologies Corporation for maintenance services on 2-AB7500 Real Time PCR Systems and 4 Genetic Analyzers for the period 8/21/2013 - 8/20/2016 to change the scope of services, effective 8/21/2013 and by changing the amount of the award from \$85,246.93 to \$78,796.63. Funding Source: N/A.

Item CPB2013-845 was unanimously approved.

CPB2013-846 Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services submitting an amendment to Contract No. CE1300124-01,02 with Cleveland Mediation Center for eviction diversion and housing stabilization services for the Emergency Solutions Grant Program for the period 10/1/2012 - 9/30/2013 to extend the time period 9/30/2014; no additional funds required. Funding Source: Federal Emergency Solutions Grant funding.

Item CPB2013-846 was unanimously approved.

CPB2013-847 Department of Public Safety and Justice Services/ Regional Enterprise Data Sharing System Submitting agreements with various users of the Regional Enterprise Data Sharing System for the period 1/1/2013 - 12/31/2013:

Terminal/Direct User

- a) City of Cleveland
- b) Cleveland Police Department

Item CPB2013-847 was unanimously approved.

CPB2013-848 Office of Procurement & Diversity presenting voucher payments for the week of 10/28/2013.

Item CPB2013-848 was unanimously approved.

CPB2013-849 Department of Development presenting voucher payments and housing rehab loans between 10/17/2013 – 10/23/2013.

Item CPB2013-849 was unanimously approved.

V. Other Business

CPB2013-850

Recommending a payment on RQ29163 to Mega Fluid Line Products Inc. in the amount of \$1,442.43 for 1 Hydraulic hose for sanitary sewer Jet Vac vehicle.

CPB2013-851

Department of Public Works, recommending to amend Contracts and Purchasing Board Approval No. CPB2013-775, which declared various furniture as surplus County property no longer needed for public use; recommending to sell said property during a public sale, to be held on Saturday, November 9, 2013 on the first and second floor of the County Administration Building, 1219 Ontario Street, Cleveland, OH 44113, by requesting authority to also sell said property via internet auction at GovDeals.com, in accordance with Ohio Revised Code Section 307.12(E).

The Board unanimously approved a motion to amend the meeting agenda to include the two items presented.

The Board unanimously approved a motion to restore the Public Works Department's time-sensitive/mission critical budget to \$25,000.

VI. Public Comment

There was no public comment

VII. Adjournment

A motion to adjourn was unanimously approved at 11:52 a.m.