

Cuyahoga County Contracts and Purchasing Board
December 16, 2013 11:30 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

I. Call to Order

The meeting was called to order at 11:55 a.m.

Attending:

Chief of Staff Matt Carroll
Procurement and Diversity Director Lenora Lockett
Councilman Dale Miller
Interim Fiscal Officer Mark Parks
Public Works Director Bonnie Teeuwen

At the December 16, 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 12/9/13 Contracts and Purchasing Board meeting were approved as written, unanimously.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

There were no tabled items.

B. Scheduled Items

CPB2013-970 Department of Development submitting contracts for exterior repairs and improvements in connection with Storefront Renovation Rebate Program projects:

- a) with 4476 Ridge Road Holdings LLC., for the anticipated cost of \$19,950.00, located at 4476 Ridge Road, Brooklyn. The anticipated start-completion dates are 12/16/2013-12/15/2014.
- b) with Kin Lui and May Lui, for the anticipated cost of \$20,000.00, located at 6681 West 130th Street, Parma Heights. The anticipated start-completion dates are 12/16/2013 - 11/30/2014.

Funding Source: Community Development Block Grant Funds

Paul Herdeg, Department of Development, presented. Item CPB2013-970 was unanimously approved.

CPB2013-971 Department of Development recommending an award on RQ29360 to Cleveland State University for Foreclosure Prevention Evaluation, for the anticipated cost in the amount not to exceed \$24,000. The anticipated start and completion dates are 1/1/2014 - 6/30/2014. Funding Source: 100% by philanthropic grant funds received by Cuyahoga County.

Paul Herdeg, Department of Development, presented. Item CPB2013-971 was unanimously approved.

CPB2013-972 Office of the Executive submitting a contract with VistaShare, LLC in the amount of \$32,940.00 for outcome tracker software for management of the College Savings Account Program for the period 11/1/2013 - 10/31/2015. Funding Source: 100% General Fund.

Ken Surratt, Executive Office, presented. Item CPB2013-972 was unanimously approved.

CPB2013-973 Department of Information Technology submitting an amendment to Contract No. CE0900084-01 with Time Warner NY Cable, LLC dba Time Warner Cable through its Northeast Ohio Division, sole source, for maintenance on the Fiber Optic Wide Area Network and Internet connectivity for the period 9/15/2008 - 9/14/2013 to extend the time period to 1/31/2014 and for additional funds in the amount not-to-exceed \$24,000.00. Funding Source: 100% General Funds.

Jeff Mowry presented. Item CPB2013-973 was unanimously approved.

CPB2013-974 Department of Information Technology Recommending an award on RQ28750 and enter into a contract with Environmental Systems Research Institute, Inc. in the amount of \$31,032.34 for maintenance on ArcGIS Server software for the period 1/1/2014 - 12/31/2014. Funding Source: 100% General Funds.

Jeff Mowry presented. Item CPB2013-974 was unanimously approved.

CPB2013-975 Department of Information Technology Recommending an award on RQ28798 and enter into a contract with Planethosting.com Inc. in the amount of \$3,000.00 for web hosting services for the period 10/21/2013 - 10/20/2014. Funding Source: 100% General Funds.

Jeff Mowry presented. Item CPB2013-975 was unanimously approved.

CPB2013-976 Department of Workforce Development Submitting a contract with Long Term Care Ombudsman in the amount not-to-exceed \$3,250.00 for the Incumbent Worker Training Program for the period 1/2/2014 - 6/30/2014. Funding Source: 100% Community Development Block Grant Funds.

Lindy Burt, Clerk of the Board, presented. Item CPB2013-976 was unanimously approved.

CPB2013-977 Department of Workforce Development Submitting a contract with various providers for the On-the-Job Training Program:

- a) A.J. Rose Mfg Co. in the amount not-to-exceed \$13,312.05 for the period 9/16/2013 - 2/26/2014.
- b) Cleveland Range, LLC in the amount not-to-exceed \$15,000.00 for the period 7/15/2013 - 1/8/2014.
- c) Kowalski Heat Treating Co. in the amount not-to-exceed \$3,500.00 for the period 9/16/2013 - 2/19/2014.

Funding Sources: 100% Cuyahoga County Western Reserve Funds

d) PPG Industries, Inc. in the amount not-to-exceed \$11,680.00 for the period 9/23/2013 - 2/19/2014.

Funding Source: 91% County's Western Reserve Fund; 9% WIA.

Lindy Burt, Clerk of the Board, presented. Item CPB2013-977 was unanimously approved.

CPB2013-978 Juvenile Court Recommending awards on various requisitions and enter into agreements with various municipalities for the Community Diversion Program for the period 1/1/2014 - 12/31/2014:

- a) on RQ28882 with City of Berea in the amount not-to-exceed \$2,400.00.
- b) on RQ28888 with City of Brook Park in the amount not-to-exceed \$2,400.00.
- c) on RQ28894 with City of Highland Heights in the amount not-to-exceed \$3,600.00.
- d) on RQ28916 with City of Parma in the amount not-to-exceed \$19,400.00.
- e) on RQ28918 with City of Pepper Pike in the amount not-to-exceed \$1,200.00.
- f) on RQ28922 with City of Solon in the amount not-to-exceed \$8,400.00.
- g) on RQ28926 with City of University Heights in the amount not-to-exceed \$2,400.00.
- h) on RQ28931 with Village of Woodmere in the amount not-to-exceed \$1,200.00.
- i) on RQ28880 with City of Bedford Heights in the amount not-to-exceed \$8,600.00.
- j) on RQ28881 with Village of Bentleyville in the amount not-to-exceed \$1,200.00.
- k) on RQ28885 with City of Broadview Heights in the amount not-to-exceed \$2,400.00.
- l) on RQ28891 with City of Cleveland in the amount not-to-exceed \$15,000.00.
- m) on RQ28904 with City of Lyndhurst in the amount not-to-exceed \$9,800.00.
- n) on RQ28905 with City of Maple Heights in the amount not-to-exceed \$14,400.00.
- o) on RQ28910 with City of North Royalton in the amount not-to-exceed \$2,400.00.
- p) on RQ28913 with City of Olmsted Falls in the amount not-to-exceed \$2,400.00.

Funding Source: 100% General Funds

Karen Lippman, Juvenile Court, presented. Item CPB2013-978 was unanimously approved.

CPB2013-979 Department of Public Safety and Justice Services/Public Safety Grants Submitting a grant agreement with Ohio Emergency Management Agency in the amount of \$258,878.00 for the FY2013 State Homeland Security Grant Program for the Region 2 Law Enforcement State Homeland Security Program project for the period 9/1/2013 - 3/30/2015. Funding Source: Department of Homeland Security through the Ohio Emergency Management Agency.

Felicia Harrison, Department of Public Safety, presented. Item CPB2013-979 was unanimously approved.

CPB2013-980 Department of Public Safety and Justice Services submitting an agreement with Cuyahoga Metropolitan Housing Authority in the amount of \$3,000.00 for reimbursement of eligible expenses in connection with the FY2011 State Homeland Security Program - Law Enforcement for the period 3/1/2013 - 12/31/2013. Funding Source: Department of Homeland Security funding through the Ohio Emergency Management Agency.

Felicia Harrison, Department of Public Safety, presented. Item CPB2013-980 was unanimously approved.

C. Exemption Requests

CPB2013-981 Department of Public Works submitting an RFP exemption, which will result in an amendment to Contract No. CE10241-04, 06 with Sterling Telecom Office Building, LLC, c/o Colliers International for lease of office space located at 1255 Euclid Avenue, Cleveland, for use by Department of Public Safety and Justice Services for the period 9/1/1998 -2/28/2012 to extend the time period to 12/31/2015 and for additional funds in the amount of \$296,200.08. Funding Source: 911 Fees, Grants, General Fund.

Bonnie Teeuwen presented. Dale Miller asked if the rent per square foot is the same under the amended terms of the agreement. Item CPB 2013-981 was unanimously approved.

CPB2013-982 Department of Health and Human Services/ Division of Children and Family Services Submitting an RFP exemption on RQ29102, which will result in an award recommendation to Carnegie Auto Wash and Detail Center in the amount of \$9,600.00 for Automobile Detailing Services for county-owned vehicles for the period 1/1/2014 - 12/31/2016. Funding Source: 32% Federal and 68% Health and Human Services Levy.

Item CPB 2013-982 was held by the Director of Public Works. The Department of Public Works will explore the possibility of providing this service internally.

CPB2013-983 Department of Information Technology submitting an RFP exemption, which will result in an amendment to Contract No. CE1200726-01 with DC Group Inc. maintenance and support of APC MGE 3500 30KVA Uninterruptible Power System with 12 batteries (SYBTU1-PLP) for the period 12/1/2012 - 11/30/2013 to extend the time period to 9/23/2014; no additional funds required. Funding Source: Original Contract: General Funds.

Jeff Mowry presented. Item CPB2013-983 was unanimously approved.

CPB2013-984 Department of Information Technology submitting a RFP exemption on RQ29386, which will result in an award recommendation to JusticeTrax Inc. in the amount not-to-exceed \$56,000.00 for maintenance on the Forensic Case Management System for the Medical Examiner for the period 10/15/2013 - 10/14/2016. Funding Source: 100% by the General Fund.

Jeff Mowry presented. Item CPB2013-984 was unanimously approved.

CPB2013-985 Department of Public Safety and Justice Services submitting an RFP exemption on RQ29383, which will result in Government Service Agency purchase in the amount not-to-exceed \$45,000.00 for Western Shelter equipment for the Ohio Region 2 Urban Search and Rescue Team. Funding Source: Department of Homeland Security /Federal Emergency Management Funds.

Felicia Harrison, Department of Public Safety, presented. Item CPB2013-985 was unanimously approved.

D. Consent Agenda

CPB2013-986 Department of Information Technology Submitting an amendment to Contract No. CE1000839 with AT&T Corp. for Centrex telephone services for various County departments for the period 12/1/2009 - 12/31/2013 to extend the time period to 1/31/2014; no additional funds required. Funding Source: Original contract: 100% General Funds.

Item CPB2013-986 was unanimously approved.

CPB2013-987 Department of Information Technology Recommending to declare various computer equipment from the Sheriff's Office as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue generating.

Item CPB2013-987 was unanimously approved.

CPB2013-988 Department of Information Technology Submitting an amendment to Contract No. CE0400932-01 with First Communications, LLC for long distance telephone services for various County agencies for the period 9/1/2004 - 12/31/2013 to extend the time period to 4/30/2014; no additional funds required. Funding Source: Original contract: 100% General Funds.

Item CPB2013-988 was unanimously approved.

CPB2013-989 Department of Information Technology Recommending to declare phone and computer equipment from various departments as surplus County property no longer needed for public use; recommending to sell said property to RET3 Job Corp. for a fee in the amount of \$1.00. Funding Source: Revenue generating.

Item CPB2013-989 was unanimously approved.

CPB2013-990 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 CPB2013-990 was unanimously approved.

CPB2013-991 Department of Public Safety and Justice Services/Public Safety Grants Submitting an amendment to Agreement No. AG1200264-01 with City of Bedford Heights for the FY2011 Assistance to Firefighters Grant Program for the period 1/1/2012 - 12/31/2012 to extend the time period to 3/31/2014; no additional funds required. Funding Source: The original project was funded by the General fund in order to leverage \$720,000.00 in federal grant funds.

Item CPB2013-991 was unanimously approved.

CPB2013-992 Office of Procurement & Diversity presenting voucher payments for the week of 12/16/2013.

Item CPB2013-992 was unanimously approved.

CPB2013-993 Department of Development presenting voucher payments and housing rehab loans for the period 12/5/13 to 12/11/13.

Item CPB2013-993 was unanimously approved.

V. Other Business

Mike Chambers, of Public Works, presented two time-sensitive, mission critical items. A motion to amend the 12/16/13 meeting calendar to include the presented items was unanimously approved.

CPB2013-994 Department of Public Works recommending award on RQ29617 and enter into contract with Akron Veterinary Referral and Emergency Center in the amount of \$2,500.00 for surgery on a dog placed in the care of Cuyahoga County Kennel. Funding Source: Dick Goddard Best Friends Fund.

Item CPB2013-994 was unanimously approved.

A motion to restore the Public Works Department's mission critical limit to \$25,000 was unanimously approved.

CPB2013-995 Department of Public Works recommending award on RQ29526 and enter into contract with Taylor Chevrolet in the amount of \$23,198.67 for one Chevrolet Impala police vehicle for use by the Sheriff's Department. Funding Source: Maintenance Garage Internal Service Fund.

Mike Chambers explained that Public Works has encountered challenges in getting state term vendors to complete the County's ethics registration process upon award of the bid. This has served as an obstacle in fulfilling the proposed request, and for other vehicle requests. Discussion ensued around suggested changes in the County's procurement process that could facilitate completion of ethics registration for vehicle vendors, while maintaining a robust, competitive process.

Item CPB2013-995 was unanimously approved.

A motion to restore the Public Works Department's mission critical limit to \$25,000 was unanimously approved.

VI. Public Comment

There was no further public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 12:28 PM.