

Cuyahoga County Board of Control
June 30, 2014 11:00 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

1. Call to Order
2. Review Minutes
3. Public Comment

4. Tabled Items

5. New Items for Review

Item	Requestor	Description	Board Action
BC2014-163	Department of Public Works	Submitting an amendment to Contract No. CE1200680-01 with The Terminix International Company Limited Partnership for integrated pest management services for various County buildings for the period 11/1/2012 - 10/31/2014 to extend the time period to 10/31/2015 and for additional fund in the amount of \$75,000.00. Funding Source: Internal Service Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-164	Department of Public Works	Submitting an amendment to CE1200100-02 with URS Corporation for general engineering services for various projects for the period 1/23/2012 - 12/31/2014, to change the scope of services, effective 7/1/2014 and for additional funds in the amount not-to-exceed \$50,000.00. Funding Source: Road and Bridge Funds and internal service funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-165	Common Pleas Court/ Corrections Planning Board	Recommending an award on RQ30027 and enter into a contract with Psychiatric and Psychological services (20-2) in the amount not-to-exceed \$180,000.00 for sex offender counseling services for the period 7/1/2014 - 6/30/2017. Funding Source: 87.5% by FY2015 407 ISP Ohio Department of Rehabilitation and Correction grant funds and 12.5% by general fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-166	Common Pleas Court	Recommending an award on RQ30287 and enter into a contract with Cuyahoga County Community Corrections Association, Inc. in the amount not-to-exceed \$425,000.00 for residential halfway house substance abuse treatment services for the period 7/1/2014 - 6/30/2015.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		Funding Source: FY2015 Ohio Department of Rehabilitation and Correction's Community Correction Act Grants	
BC2014-167	Common Pleas Court/ Corrections Planning Board	Submitting an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount of \$109,500.00 for administration and fiscal agent services for the Dually Diagnosed Offender Intensive Outpatient and Aftercare Program for the period 7/1/2014 - 6/30/2015. Funding Source: 100% Ohio Department of Rehabilitation and Correction Community Based Corrections subsidy grant funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-168	Common Pleas Court/ Corrections Planning Board	Recommending an award on RQ30861 enter an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$174,345.00 for intensive out-patient substance abuse treatment services for offenders in the Early Intervention Program in connection with FY2015 Ohio Department of Rehabilitation and Correction Grant funds for the period 7/1/2014 - 6/30/2015. Funding Source: 100% Ohio Department of Rehabilitation and Correction Community Based Corrections subsidy grant funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-169	Department of Health and Human Services Cuyahoga Job and Family Services	Recommending an award on RQ29908 and enter into a contract with Enterprise Community Partners, Inc. in the amount not-to-exceed \$325,000.00 for the Earned Income Tax Credit and Other Tax Credits and Tax Preparation Assistance to Low and Moderate Income Families Program for the period 7/1/2014 - 6/30/2015. Funding Source: 100% Federal TANF funding	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-170	Department of Health and Human Services/ Cuyahoga Job and Family Services	Submitting an amendment to Agreement No. AG1200004-01 with The MetroHealth System for Healthy Start and Child Care Assistance Hotline services for the period 1/1/2012 - 6/30/2014 to extend the time period to 12/31/2014, to change the scope of services, effective 7/1/2014 and for additional funds in the amount of \$128,963.00. Funding Source: 100% Federal TANF funding	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-171	Law Department/ Department of	Recommending an award on a request for qualifications and enter into an engagement letter with with Buckley King LPA and Lewis & Munday LPA in the amount as	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

	Development	<p>follows to serve as bond and tax counsel in connection with the demolition bond project</p> <ul style="list-style-type: none"> a. Bond Counsel: \$30,000 flat fee + actual costs (not to exceed \$5,000) b. Project Counsel: Hourly compensation not to exceed \$175,000 at the following rates: \$275/partner; \$190/associate; \$90/paralegal billed in 0.1 increments. <p>Funding Source: bond counsel – 100% bond proceeds; project counsel – 100% general fund with intent to be reimbursed by bond proceeds</p>	
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6. Other Business

Item	Requestor	Description	Board Action
BC2014-172	Department of Public Works	<p>Requesting an alternative procurement process on RQ31307, which will result in an award recommendation in the amount of \$89,420.00 for the purchase of 4 Flex Fuel Dodge Caravan vehicles for the Sheriff's Department.</p> <p>Funding Source: Internal Service Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) The Department of Public Works is requesting approval of an Alternative Procurement Process to secure four Dodge Caravans for the Cuyahoga County Sheriff Department. The Dept of Public Works will secure bids via BuySpeed from County Authorized Vendors and use the Lowest/Best Bid to make a purchase</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any) Amount not to exceed – \$ 89,420.00 Internal Service Fund (Maintenance Garage)</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

		<p>A RFB was conducted five times previously (joint effort between OPD and PW) to secure bids for usage by the Dept of Public works. The proposals were non-responsive and normal procedural timing would not allow delivery prior to the end of the production cycle. Vendors must be registered and approved by the Inspector General's Ethics Program and not be Debarred.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>RFB's were published in BuySpeed, on the County Web and advertised in the Plain Dealer requesting Bids for the Caravans five previous times. The last two RFB's included an option for alternative vehicle units. All RFB's were unresponsive, no bids received for Caravans or alternatives.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Open discussion with OPD offered the APP as a suggested method to purchase the vans if a quote could be obtained. The Alternative Procurement Process will insure that a competitive bid process is utilized and the lowest and best quote used to purchase the needed units.</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>Another Formal Bid Process with associated approvals would not allow for a Purchase Order to be issued in adequate time for production and delivery to take place by the required dates. The production run for the units will end shortly and the next model year units may not be available until late in 2014. The new model year will include price increases. The Dept of Public Works has five previous Formal Bids and did not receive any responsive bids.</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>Public Works staff exercises extreme diligence in the selection of product and vendors when obtaining</p>	
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		supplies. Due to a limited number of manufactures and authorized distributors, the County process currently utilized is the most effective.	
BC2014-173	County Prosecutor	<p>a) Submitting an RFP exemption, which will result in the engagement of various law firms in the total amount of \$121,544 for legal services in connection with U.S. District Court, Northern District of Ohio, Case No. 1:13 CV 02572-JG, Richard A.F. Mendelsohn v. Richard Bell, et al., in accordance with Ohio Revised Code Section 305.14(A):</p> <ol style="list-style-type: none"> 1) Benesch, Friedlander, Coplan & Aronoff LLP in the amount of \$30,479. 2) Valore & Gordillo LLP in the amount of \$41,145. 3) Reminger Co. LPA in the amount of \$49,920. <p>and</p> <p>b) Recommending to employ various law firms in the total amount of \$121,544 for legal services in connection with U.S. District Court, Northern District of Ohio, Case No. 1:13 CV 02572-JG, Richard A.F. Mendelsohn v. Richard Bell, et al., in accordance with Ohio Revised Code Section 305.14(A):</p> <ol style="list-style-type: none"> 1) Benesch, Friedlander, Coplan & Aronoff LLP in the amount of \$30,479. 2) Valore & Gordillo LLP in the amount of \$41,145. 3) Reminger Co. LPA in the amount of \$49,920. <p>Funding Source: General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>A former Cuyahoga County Prosecutor’s Office (CCPO) employee has made a complaint against the CCPO and various employees thereof in relation to his termination as an Assistant Prosecuting Attorney. The CCPO seeks to engage qualified outside counsel to defend the office and its employees. Outside counsel is necessary in this case due to potential conflicts</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</p>	<p>___ Approve ___ Disapprove ___ Hold</p>

		<p>\$138,645.00 is the estimated cost of legal fees for outside counsel from pre-trial through anticipated appeal. The hourly billable rate is \$195. The funding source is the general fund.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Due to the confidential and specialized nature of the legal services required (see #4 below), competitive bidding to secure outside counsel is not practical.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>The law firm was evaluated based on its record of successfully representing public-sector defendants in matters such as those proffered in this complaint.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The selected firm is particularly well qualified at representing public-sector defendants in matters such as those proffered in this complaint and have experience with Cuyahoga County and/or the CCPO</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 CCPO would not have representation to defend itself and its employees against the complaint.</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>	
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7. Public Comment

8. Adjourn

Minutes

Cuyahoga County Board of Control
June 23, 2014 11:00 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

1. Call to Order

County Executive Ed FitzGerald called the meeting to order at 11:02 a.m.

Attending:

Councilman Michael Gallagher
Councilman Pernel Jones
Councilman Dave Greenspan
Director Office of Procurement & Diversity Lenora Lockett
Director of Public Works Bonnie Teeuwen
Interim Treasurer Jeannet Wright (Alternate for Mark Parks)

2. Review Minutes

Ed FitzGerald motioned to approve the minutes from the June 16, 2014 Board of Control meeting, as written. Bonnie Teeuwen seconded the motion. The minutes were approved. Michael Gallagher, Dave Greenspan abstained.

3. Public Comment

There was no public comment.

4. Tabled Items

There were no tabled items.

5. New Items for Review

BC2014-158 Department of Development, requesting approval to enter into an agreement with the City of Euclid the amount not-to-exceed \$392,750.51 for eligible HOME program activities and administration for the period 1/8/2014 - 12/31/2015. Funding Source: 100% with federal HOME funds

Paul Herdeg presented. Ed FitzGerald motioned to approve the item; Bonnie Teeuwen seconded the motion. Item BC2014-158 was unanimously approved.

BC2014-159 Office of Procurement & Diversity, recommending an award:

Department of Public Safety and Justice Services

a) on RQ30789 to Motorola Solutions, Inc. in the amount of \$358,898.00 for the purchase of 139 APX 6000 Radios and Chargers (State Contract No. 573077). Funding Source: FY2011 Urban Area Security Initiative Grant funds

Lenora Lockett, presented. Lenora answered questions posed by Ed FitzGerald related to why this was a state contract purchase instead of being bid out. The original contract was bid out 2 years prior and this purchase is a supplement for additional use by municipalities.

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion. Item BC2014-159 was unanimously approved.

BC2014-160 Department of Public Safety and Justice Services/Witness/Victim, submitting an amendment to Contract No. CE1200483-01 with Mental Health Services for Homeless Persons, Inc. for Defending Childhood Treatment services for the period 7/18/2012 - 6/30/2014 to extend the time period to 12/31/2014 and for additional funds in the amount of \$60,000.00. Funding Source: 100% U.S. Department of Justice, Defending Childhood Cooperative Agreement

Ken Mills, Director of the Department of Public Safety and Justice Services, presented. Ken answered questions posed by Bonnie Teeuwen related to funds already allocated in the budget for this service. Unspent funds are being used for this amendment, which is part of the original cooperative agreement.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2014-160 was unanimously approved.

BC2014-161 Department of Public Safety and Justice Services/Witness/Victim, submitting an amendment to Contract No. CE1200698-01 with West Side Community House for Defending Childhood Prevention and Outreach services for the period 12/15/2012 - 6/30/2014 to extend the time period to 12/31/2014 and for additional funds in the amount of \$67,500.00. Funding Source: 100% U.S. Department of Justice, Defending Childhood Cooperative Agreement.

Ken Mills, Director of the Department of Public Safety and Justice Services, presented.

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion. Item BC2014-161 was approved. Jeanette Wright abstained.

BC2014-162 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, Submitting an amendment to Contract No CE1300436-01 with Starting Point for administration of various initiatives of the Universal Pre-Kindergarten Program for the Invest in Children Program for the period 8/1/2013 - 7/31/2014 to change the scope of services, effective 2/1/2014 and for additional funds in the amount of \$138,541.00. Funding Source: 100% Health and Human Services levy funds

Rick Werner, Director of the Department of Health and Human Services, presented. Item BC2014-162

Ed FitzGerald motioned to approve the item. Pernel Jones seconded the motion. Item BC2014-162 was unanimously approved.

6. Other Business

There was no other business.

7. Public Comment

9. Adjourn

Ed FitzGerald motioned to adjourn; Michael Gallagher seconded. The motion to adjourn was unanimously approved at 11:10 a.m.

5. New Items for Review

BC2014-163

A. Scope of Work

The Department of Public Works is submitting an amendment to CE1200680 with Terminix International Company Limited Partnership (Integrated Pest Management Services to Various County Buildings). 11/1/12 - 10/31/14 – utilizing the approved option year to 10/31/15 – and the additional funds of \$75,000,00 (not to exceed). The original contract amount is \$150,000 (not to exceed). The primary goal is to manage pests to protect public health, safety, and the environment. The project is mandated by County Council of Cuyahoga County, Ohio Ordinance No. O2011-0047. Justification was approved by OPD on 5/14/14.

B. Procurement

The procurement method for the project was a Request for Bids. 1) Total value \$150,000.00 (not to exceed). 2) The procurement method was closed on 9/10/2012 - SBE 10% 3) There were 11 bids pulled from OPD and 1 submitted for review with Terminix selected being the lowest, best and only bidder.

C. Contractor Information

Terminix International Co., L.P.
17150 Engle Lake Road
Middleburg Heights, Ohio 44130
Contact: Daniel Zapotechne
(400) 260-3725
Council District: N/A

D. Project Status

The project is an extension of the existing project.

E. Funding

The project is funded by the Departments' Internal Service Fund. The schedule of payments is monthly. The project is an amendment to a contract. This amendment changes the value, term, facilities and is the first amendment of the contract. History: None.

BC2014-164

A. Scope of Work Summary

1. Department of Public Works requesting approval of a amendment with URS Corporation for the not to exceed cost of \$50,000.00.
2. The primary goal of this contract is to allow this office to continue to maximize our resources (staff and financial) to address our infrastructure needs. In order to be more aggressive and efficient in addressing the enormous quantity of infrastructure needs, this office has implemented several operational changes to optimize all available funding sources and to optimize the use of its staff to

design and implement projects. As a result of our effort to optimize the use of available financial resources and in-house staff resources, this office has restricted flexibility to address “peaks” in staffing needs due to emergency infrastructure needs, changes in project schedules, and/or urgent ancillary project design/implementation needs. To address these “peaks” in staffing needs, this office has instituted the use of a consulting engineering firm to provide general engineering services. The purpose of this amendment is to provide additional engineering services related to the Central Heating and Cooling at the Justice Center Complex and to conduct further space studies in the Justice Center.

3.N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$375,000.00.
2. The RFQ was closed on November 3, 2011. There is an SBE goal of 30%.
3. 10 proposals were submitted for review, 2 proposals were approved.

C. Contractor and Project Information

1. The address of the vendor is:

URS Corporation

1375 Euclid Avenue, Suite 600

Cleveland, Ohio 44115

Council District 7

2. Martin Koffel, Chief Executive Officer, and Chairman

3. a. The address of the project could be throughout Cuyahoga County depending on the tasks assigned.

3. b. The project could be located in all Council Districts depending on the tasks assigned.

D. Project Status and Planning

1. The project reoccurs annually, with a new RFQ being issued each year.

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. The contract is funded from Road and Bridge Fund, however the task associated with the Justice Center are reimbursed through the internal service fund.

2. The Schedule of payments is by invoice.

3. This is an amendment to a contract. This amendment changes scope and value and is the second amendment of the contract.

BC2014-165

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board is recommending and award and submitting a contract on RQ30027, with Psychiatric and Psychological Services, for the anticipated cost not-to-exceed \$180,000.00 The anticipated start-completion dates are 07/01/2014- 06/30/2017.
2. The primary goals of the project are (list 2 to 3 goals).
 - a) Provide specialized assessment tools and proven treatment programming, (including individual and group counseling) to offenders.
 - b) Reduce recidivism among offenders and/or have the capability of identifying at-risk offenders prior to any new offense to ensure safety in the community.

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP, was \$180,000.
2. The RFP was closed on March 27, 2014.
3. There were 2 proposals submitted for review, and one proposal was approved.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):
Psychiatric and Psychological Services
750 South Abbe Road,
Elyria, Ohio 44035
2. The owner for the contractor/vendor is Diana Santantonio.

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 87.5% by FY2015 407 ISP Ohio Department of Rehabilitation and Correction grant funds and 12.5% by general fund.
2. The schedule of payments is monthly, by invoice.

BC2014-166

Scope of Work Summary

1. Common Pleas Court Corrections Planning Board requesting approval of a contract with Cuyahoga Community Correction's Association (4CA) for the anticipated cost not-to-exceed \$425,000.00. The anticipated start-completion dates are 07/01/2014- 06/30/2015.

2. The primary goals of the project are (list 2 to 3 goals).

A. Offenders placed into one of the four ODRC certified agencies for residential substance abuse treatment services and mentally disordered substance abuse treatment services are expected to relieve overcrowding in the County jail while offering the most appropriate treatment services to the offenders to avoid recidivism.

B. 250 offenders will be placed in this program with a 65% successful completion rate.

The providers under 4CA will receive, house, board, and maintain offenders during the period of their court order. This will include both male and female offenders who have been ordered into residential substance abuse treatment. Offenders referred for services will be actively supervised by Common Pleas Court Pretrial Services and/or the Adult Probation Department and may be on pretrial release, community control, or probation. All placements will be coordinated through the Adult Probation Department's Substance Abuse Case Manager and the Pretrial Treatment Coordinator. Many of these offenders are confined in jail awaiting available residential substance abuse treatment services, thus reducing costly jail beds. The program is a collaborative effort between the Court, through its Adult Probation Department, and the 4CA. Decisions regarding admission and discharge, length of residence, and re-admission under this Contract shall be subject to team staffing. Team staffing will consist of representatives from the Court and the Provider Panel.

B. Procurement

3. The proposed contract received RFP Exemption Approval on March 24, 2014 (CPB2014-210).

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):
Cuyahoga County Community Corrections Association, Inc.

1710 Prospect Avenue

Cleveland, Ohio 44115

Council District

2. The not for profit corporation President is Beau Hill

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by the Ohio Department of Rehabilitation and Correction's Community Correction Act Grants Fiscal Year 2015.

2. The schedule of payments is monthly by invoice.

BC2014-167

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board requesting approval of an agreement, with the Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County for the anticipated cost not-to-exceed \$109,500.00. The anticipated start-completion dates are 07/01/2014- 06/30/2015.

2. The primary goals of the project are (list 2 to 3 goals).

a) Provide intensive outpatient treatment for dually diagnosed offenders;

b) Provide aftercare programming including group, individual and case management;

c) Work closely with Probation Officers to provide required level of care to each offender referred to the program.

B. Procurement

1. The procurement method for this project is government purchase. The total value of the agreement is \$109,500.00.

2. N/A

3. The proposed agreement, received an other than full and open approval as a government purchase on April 23, 2014.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County
2012 West 25th Street, 6th Floor
Cleveland, Ohio 44113

2. The Chief Operating Officer for the contractor/vendor is William M. Denihan.

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by Ohio Department of Rehabilitation and Correction Community Based Corrections subsidy grant funds.

2. The schedule of payments is monthly by invoice.

BC2014-168

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board requesting approval of an agreement, with the Alcohol Drug Addiction and Mental Health Services Board of Cuyahoga County for the anticipated cost not-to-exceed \$174,345.00. The anticipated start-completion dates are 07/01/2014-06/30/2015.

2. The primary goals of the project are (list 2 to 3 goals).

a. Assist clients with gaining an understanding of the addictive nature of mood altering chemicals, the addiction process, and to gain insight into the consequences of drug abuse.

b. Assist clients in becoming involved in a twelve step program and encourage the development of social supports to achieve and maintain sobriety and to resist renewed criminal activity which will lead to a socially productive lifestyle.

B. Procurement

1. The procurement method for this project is government purchase. The total value of the agreement is \$174,345.00.

2. N/A

3. The proposed agreement, received OPD approval on April 23, 2014.

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County
2012 West 25th Street, 6th Floor
Cleveland, Ohio 44113

2. The Chief Operating Officer for the contractor/vendor is William M. Denihan.

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by Ohio Department of Rehabilitation and Correction Community Based Corrections subsidy grant funds.

2. The schedule of payments are monthly by invoice.

BC2014-169

A. Scope of Work Summary

1. Cuyahoga Job and Family Services is recommending to award a contract with Enterprise Community Partners for the cost of \$325,000.00. The planned contract period is July 1, 2014 to June 30, 2015.
2. The primary goals of the program are:
 - To maximize participation in the Earned Income Tax Credit (EITC) by providing free income tax preparation services; promoting outreach and education particularly among low-income working families with children and immigrant groups; and facilitating the use of the EITC as an entry point for financial education and asset development.
 - To manage marketing and outreach campaigns and support the year round activities related to providing free tax preparation assistance and financial education services for the 2014 tax year.

B. Procurement

1. The procurement method for this project was an RFP.
2. The RFP RQ#29908 was closed on April 4, 2014.
3. There was one (1) proposal submitted for review, one (1) proposal is being recommended for approval.

C. Contractor and Project Information

1. The address of the vendor:
Enterprise Community Partners, Inc.
1360 East 9th Street, Suite 500
Cleveland, OH 44114
Council District (07)
2. The Sr. Vice President for the vendor is Naomi Bayer.
3. a. The location of the project is:
Throughout Cuyahoga County

D. Project Status and Planning

1. The project reoccurs annually.
2. The project is on a critical action path to enable service delivery beginning July 1, 2014.

E. Funding

1. The project is funded 100% by Federal TANF funding.
2. The schedule of payments is by monthly invoice.

BC2014-170

Title: CJFS 2014 Agreement Amendment AG#1200004-01 RQ# None
The MetroHealth System.
Agreement: Healthy Start and Child Care Assistance Hotline
2500 Metro Health Drive
Cleveland, OH 44109

A. Scope of Work Summary

1. CJFS is requesting approval of an Amendment with MetroHealth System for the cost of \$128,963.00. The Agreement period is 7/1/2014 – 12/31/2014.

2. This amendment changes the value and term and is the 3rd Amendment of the agreement. The history of the amendments is:

Contract; 2012:	\$185,013.37
Amend #1; 2013:	\$196,253.25
Amend #2; 2014:	\$128,963.00
<u>Proposed Amend #3; 2014:</u>	<u>\$128,963.00</u>
Total:	\$639,192.62

B. Procurement

1. The procurement method for this project was an inter-agency agreement.
2. The requested procurement received OPD approval to process on 4/23/14. NOVUS Document is attached for review.

C. Contractor and Project Information

1. The address of vendor:
The MetroHealth System
2500 MetroHealth Drive
Cleveland, OH 44109
Council District 03
2. The owner for the contractor/vendor- NA.
3. The contracted service is provided in Council District 03 for all Cuyahoga County residents.

D. Project Status and Planning

1. The service is recurring annually.
2. The amendment processing was delayed due to the Provider's Legal Department review and signature.

E. Funding

1. The project is funded 100% by Federal TANF Funding.
2. The schedule of payments is monthly by invoice.

BC2014-171

A. Scope of Work Summary

Department of Law seeking approval of Engagement Letter with Buckley King LPA and Lewis & Munday LPA to serve as bond and tax counsel in connection with demolition bond project. The costs are as follows:

- c. Bond Counsel: \$30,000 flat fee + actual costs (not to exceed \$5000) to be paid out of bond proceeds.
- d. Project Counsel: Hourly compensation not to exceed \$175,000 at the following rates: \$275/partner; \$190/associate; \$90/paralegal billed in 0.1 increments. The project counsel fees are to be paid out of general fund, with intent to be reimbursed out of bond proceeds.

B. Procurement

The procurement was through a request for qualifications. The request for qualifications was posted on the County's web site, the Law Department website, and advertised through Cleveland Metropolitan Bar Association and minority bar associations.

The Law Department received 17 Statements of Qualifications and scored them, and the recommended retention received the highest ranking.

C. Contractor and Project Information

Buckley King LPA:

Address: 1400 Fifth Third Floor
600 Superior Avenue East
Cleveland, OH 44114

Firm's Managing Partner: Brent M. Buckley, Esq.
Partner Responsible for Engagement: Donet Graves, Esq.

Lewis & Munday LPA:

Address: 2490 First National Building
650 Woodward Avenue
Detroit, Michigan 48226

Firm's Managing Partner: Blair A. Person

D. Project Status and Planning

These services are being provided in connection with a new project.

E. Funding

Funding Source: bond counsel – 100% bond proceeds; project counsel – 100% general fund with intent to be reimbursed by bond proceeds

6. Other Business

[see details for BC2014-172 – BC2014-173 in Section 6., above]