

Minutes

Cuyahoga County Contracts and Purchasing Board
June 16, 2014 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 11:44 a.m.

Attending:

Executive Ed FitzGerald
Chief of Staff Matt Carroll
Purchasing Manager, Office of Procurement and Diversity Richard Opre (Alternate for Lenora Lockett)
Councilman Dale Miller
Fiscal Officer Mark Parks
Director of Public Works Bonnie Teeuwen

II. Review Minutes

The minutes of the June 9, 2014 Contracts and Purchasing Board meet were unanimously approved, as written.

III. Public Comment

There was no public comment.

IV. Contracts and Awards

A. Tabled Items

B. Scheduled Items

CPB2014-475 Department of Development, submitting contracts with various providers in the total amount of \$60,000.00 for exterior improvements in connection with Storefront Renovation Rebate Program projects for the period 6/16/2014 - 6/15/2015:

- a) VMPR, LLC in the amount of \$20,000.00 located at 4262 Monticello Boulevard, South Euclid.
- b) GKHE Properties, LLC in the amount of \$20,000.00 located at 19930 Detroit Road, Rocky River.
- c) GKHE Properties LLC in the amount of \$20,000.00 located at 19800 Detroit Road, Rocky River.

Funding Source: Federal Funds

Mike Towarnicky, Department of Development presented. Item CPB2014-475 was unanimously approved.

CPB2014-476 Department of Workforce Development, submitting contracts with various providers for the On-the-Job Training Program:

a) Kowalski Heat Treating Co. in the amount not-to-exceed \$2,250.00 for the period 3/6/2014 - 6/25/2014.

Funding Source: 100% Cuyahoga County Western Reserve Funds

b) North Coast Container Corp. in the amount not-to-exceed \$9,282.00 for the period 4/26/2014 - 8/29/2014.

7% by WIA Funds and 83% by Cuyahoga County Western Reserve Funds

c) PPG Industries, Inc. in the amount not-to-exceed \$19,824.50 for the period 2/10/2014 - 9/12/2014.

Funding Source: 92% by Cuyahoga County Western Reserve Funds and 8% by WIA Funds.

Melinda Burt, Clerk of the Board, presented. Item CPB2014-476 was unanimously approved.

CPB2014-477 Common Pleas Court/Corrections Planning Board, submitting an agreement with Alcohol, Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$75,000.00 for the Smart Supervision Program in connection with the Office of Justice Programs, Bureau of Justice Assistance grant funds for the period 7/1/2014 - 6/30/2015. Funding Source: 100% by Ohio Department of Rehabilitation and Correction Community Based Corrections grant funds

Martin Murphy, Corrections Planning Board, presented. Item CPB2014-477 was unanimously approved.

CPB2014-478 Court of Common Pleas/Juvenile Court Division, submitting a revenue generating agreement with Cleveland Heights-University Heights City School District in the amount not-to-exceed \$26,000.00 for school-based liaison services for the period 7/1/2014 - 6/30/2015. Funding Source: Revenue Generating

Karen Lippman, Juvenile Court Division, presented. Ms. Lippman addressed questions posed by Mark Parks related to the pervasiveness of having Probation Officers on-site. Karen responded by stating there are a total of 7 school-based probation officers. Cleveland Heights-University Heights is the only suburban high school. City of Cleveland has 5, with 1 working with CMHA Housing. Karen stated that on-site Probation Officers are able to closely monitor youth with issues and guide them through the probation process more successfully. Item CPB2014-478 was unanimously approved.

CPB2014-479 Department of Health and Human Services/Division of Children and Family Services, recommending an award on RQ30557 and enter into a contract with Embassy Suites Cleveland - Beachwood in the amount not-to-exceed \$8,424.74 for rental of space and related services for a Supervisor and Manager Conference for the period 6/24/2014 - 6/26/2014. Funding Source: 33% Federal (IV-E Admin) and 67% Health and Human Services Levy

Rick Werner, Director of Department of Health and Human Services, presented. Item CPB2014-479 was unanimously approved.

CPB2014-480 Fiscal Office/County Treasurer, Recommending an award on RQ30930 to Cummins-Allison Corp. in the amount of \$3,795.00 for the purchase of a Currency Counter. Funding Source: General Funds.

Jerry Murphy, Office of the County Treasurer, presented. Item CPB2014-480 was unanimously approved.

C. Exemption Requests

CPB2014-481 Department of Information Technology, Submitting an RFP exemption, which will result in an amendment to Contract No. CE0400932-01 with First Communications, LLC for long distance services for various County agencies for the period 09/01/~~2014~~ 2004 - 4/30/2014 to extend the time period to 09/30/2014; no additional funds required.

Funding Source: 100% General Funds

This item was corrected to reflect the date as 09/01/~~2004~~- 4/30/2014. Jeff Mowry, Chief Information Officer, presented. Item CPB2014-481 was unanimously approved.

D. Consent Agenda

CPB2014-482 Department of Development, submitting amendments to Urban County Agreements of Cooperation with various municipalities, bringing the agreements into compliance with recent federal law by adding a provision that prohibits the selling, trading or transfer of federal Community Development Block Grant funds among units of local government:

- a) City of Bedford
- a) City of Fairview Park
- b) City of Olmsted Falls
- c) City of Shaker Heights
- d) Village of Gates Mills

Funding Source: N/A – no additional funds required

Item CPB2014-482 was unanimously approved.

CPB2014-483 Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood, submitting an amendment to a grant award from Sisters of Charity Foundation of Cleveland for evaluation services for the Networking for Engagement, Stability and Transformation (NEST) project for the period 4/1/2013 - 4/1/2014 to extend the time period to 12/31/2014 and for a decrease in the amount of (\$50,000.00).

Funding Source: 100% by the Sisters of Charity Foundation of Cleveland

Item CPB2014-483 was unanimously approved.

CPB2014-484 Office of Procurement & Diversity, presenting voucher payments for the week of 6/16/2014.

Item CPB2014-484 was unanimously approved.

CPB2014-485 Department of Development, Submitting voucher payments/housing rehab loans for the week 6/5/14 to 6/12/14.

Item CPB2014-485 was unanimously approved.

V. Other Business

CPB2014-486 – TIME-SENSITIVE/MISSION CRITICAL

Tom LeChaix, Office of the Clerk of Courts, presented. Requesting approval of a sole source exemption on RQ31176, which will result in an award recommendation to Certified Mail Done Fast Inc. in the amount of \$14,362.50 for the purchase of certified mailing envelopes used for summons and subpoenas. The request was time sensitive as the proper procedures were not followed when the item was placed in Buyspeed three weeks prior.

A motion to amend the agenda to consider the item was unanimously approved. Item CPB2014-486 was unanimously approved. A motion to restore the Clerk of Court's mission-critical budget to \$25,000.00 was unanimously approved.

CPB2014-487 – TIME-SENSITIVE/MISSION CRITICAL

Jeff Mowry, Chief Information Officer, Department of Information Technology, presented. Requesting approval of RQ31249 with Black Creek Integrated Systems Corp. in the amount of \$3,266.30 for evaluation and repair of 4 cameras used at the Juvenile Justice Center.

A motion to amend the agenda to consider the item was unanimously approved. Item CPB2014-487 was unanimously approved. A motion to restore the Department of Information Technology's mission-critical budget to \$25,000.00 was unanimously approved.

VI. Public Comment

There was no public comment.

VII. Adjournment

A motion to adjourn was unanimously approved at 11:55 a.m.