

Cuyahoga County Board of Control
August 25, 2014 11:00 A.M.
County Headquarters
2079 East 9th Street, 4th Floor
Committee Room B

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

4. Tabled Items

Item	Requestor	Description	Board Action
BC2014-200	Department of Health and Human Services/ Division of Children and Family Services	<p>Recommending an alternative procurement process on RQ31503, which will result in award recommendations to various providers in the total amount not-to-exceed \$450,000.00 for adoption services for the period 1/1/2015 - 12/31/2016:</p> <ol style="list-style-type: none"> 1) Applewood Centers Inc. in the amount of \$8,000.00. 2) Beech Brook in the amount \$20,000.00. 3) Bellefaire JCB in the amount of \$30,000.00. 4) Building Blocks Adoption Service in the amount of \$20,000.00. 5) The Bair Foundation Inc. in the amount of \$20,000.00. 6) Caring For Kids Inc. in the amount of \$65,000.00 7) CASI Foundation For Children in the amount of \$2,500.00 8) Catholic Charities Services Corporation in the amount of \$10,000.00 9) Catholic Social Services of the UP in the amount of \$5,000.00 10) Children's Bureau Inc. in the amount of \$2,500.00 11) Christian Children's Home of Ohio Inc. in the amount of \$20,000.00 12) Families First for Children's Sake in the amount of \$7,000.00 13) Ohio Guidestone in the amount of \$35,000.00 14) House of New Hope in the amount of \$10,000.00 15) Maryhurst, Inc. in the amount of \$2,500.00 16) National Youth Advocate Program Inc (aka YAP) in the amount of \$20,000.00 17) Options For Families & Youth in the amount of \$40,000.00 18) Pathway Caring For Children in the amount of \$20,000.00. 19) Specialized Alternatives For Families & Youth of Ohio Inc. in the amount of \$32,500.00 	<p>___ Approve ___ Disapprove ___ Hold</p>

	<p>20) The Twelve of Ohio Inc. in the amount of \$20,000.00 21) The Village Network in the amount of \$10,000.00</p> <p>Funding Source: State Child Protective Allocation Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The Division of Children and Family Services (DCFS) is required by state law (per OAC 5101:2-48.) to act as a coordinating/supervising agent in the public agency adoption process (OAC 5101:2-48 addresses adoption. OAC 5101:2-48-19 specifically addresses the transfer and sharing of adoptive home studies. However, other pieces of 5101:2-48 are applicable as well.). Per state law, biological parents have the right to choose the adoption provider that will handle the adoption; therefore making it impossible to allow competitive bidding for this service. The services to be provided include completion of adoptive home studies; supervision of adoptive placements; and representation of approved adoptive families in the matching process.</p> <p>DCFS acts as the fiscal agent or pass-through agent in this process. To accomplish this task, DCFS is asking for permission to do the following: to utilize current contracted providers (see question 2) for the next two years; to select future providers identified by families that will provide adoption services; and for permission to execute two-year termed contracts (for the time period of 01/01/2015 to 12/31/2016) for providers included in this justification as well as adoption services providers identified in the future.</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) Please see the attachment.</p> <p>Total amount: not-to-exceed \$450,000.00 for the time period of 01/01/15 to 12/31/16 (\$200,000 per year) See list above for Current Providers 2015-2016</p> <p>Index code CF134023 Subobject code 0585-"Contract-Purchase Service" User code H05480</p>	
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		<p>The funding source is 100% State-State Child Protective Allocation.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date).</p> <p>In accordance with state and federal rules governing adoption, individuals/families are allowed to select an adoption agency of their choice to facilitate their adoption and a significant portion of the documentation/paperwork needed to complete an adoption cannot be exchanged between agencies. The majority of finalizations are the result of foster caregiver adoptions, in which the child is adopted by their current foster parent(s). DCFS already has board and care contracts in place with the majority of vendors the agency is seeking to contract with for adoption services.</p> <p>Additionally, in accordance with state and federal rules governing adoption DCFS is required to consider any family who can best meet the needs of the child who is available for adoption regardless of the family's geographic location. Therefore, DCFS is required to contract with vendors outside of the county and state.</p> <p>The vendors DCFS is seeking to contract with currently have permanent custody children placed within their foster care network in which the foster family has expressed an interest in adopting or the family has an approved adoptive home study with the vendor and has been identified as a match with a specific "waiting" child.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Adoption services are very child and family specific. The reason no other vendors were evaluated is based upon the following:</p> <p>** The identified vendors currently have permanent custody (PC) children placed within their network in which the foster family has expressed an interest in adopting and DCFS has determined the adoption of the child by the specific family to be in the child's best interest.</p>	
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		<p>** The vendor has an approved adoptive family that has been identified as a potential match with a specific “waiting” child and/or sibling group.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>DCFS has identified waiting children on track to be adopted and identified the vendor to fall into one of the following two categories:</p> <p>a. The vendor currently has a PC child(ren) placed within their network and the foster family has expressed an interest in adopting the specific child.</p> <p>b. The vendor has an approved adoptive family that has been identified as a potential match with a specific “waiting” child and/or sibling group.</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 process would delay permanency to children who are available for adoption. Timeliness to adoption is one of the state and federal measures upon which DCFS is evaluated.</p> <p>Additionally, there could be a disruption to the continuity of services for approved adoptive families.</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>Options are limited due to the child specific nature of the service. Therefore, this justification, when approved, will serve as our strategy for contracting with future providers.</p>	
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5. New Items for Review

Item	Requestor	Description	Board Action
BC2014-204	Department of Public Works	Submitting an amendment to Contract No. CE1200679-01 with Sound Com Corporation for preventive maintenance and repair of communication equipment at the Justice Center for the period 11/1/2012 - 10/31/2014 to extend	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		the time period to 10/31/2015 and for additional funds in the amount not-to-exceed \$34,650.00. Funding Source: Internal Service Fund	
BC2014-205	Department of Information Technology	Submitting an amendment to Contract No. CE1200424-01 with Avantia, Inc. for IT consultant services for use by various County departments for the period 7/2/2012 - 7/1/2014 to extend the time period to 7/1/2015 and for additional funds in the amount of \$90,000.00. Funding Source: General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-206	Office of Procurement & Diversity	Recommending an award: <u>Medical Examiner</u> a) on RQ31467 to Tecan U.S., Inc. (1-1) in the amount of \$191,080.73 for the purchase of a Freedom EVO 150 System Robot. Funding Source: Capital Projects - Gruttadaria Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-207	Department of Health and Human Services/ Cuyahoga Job and Family Services	Submitting an amendment to Contract No. CE1400115-01 with Youth Opportunities Unlimited for the Temporary Assistance to Needy Families Summer Youth Employment Program for the period 5/1/2014 - 10/31/2014 for additional funds in the amount not-to-exceed \$42,927.02. Funding Source: 97% funded with Federal TANF funds and 3% HHS Levy funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-208	Office of Procurement & Diversity	Recommending an award: <u>Department of Information Technology</u> a) on RQ31298 to MNJ Technologies Direct in the amount of \$131,930.00 for the purchase of 2 Barracuda 910 Web Filtering Appliances with 3 year updates, technical support and instant replacement services. Funding Source: General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. Other Business

7. Public Comment

8. Adjourn

Minutes

Cuyahoga County Board of Control
August 18, 2014 11:00 A.M.

2079 East 9th Street, 4th Floor
Committee Room B
Cleveland, Ohio 44115

1. Call to Order

Fiscal Officer Mark A. Parks Jr. called the meeting to order at 11:06 a.m.

Attending:

Councilman Michael Gallagher

Councilman Dale Miller (Alternate for Pernel Jones)

Councilman Dave Greenspan

Director of the Office of Procurement & Diversity Lenora Lockett

Director of Department of Public Works Bonnie Teeuwen

2. Review Minutes

Mark Parks motioned to approve the minutes from the August 11, 2014 Board of Control meeting, as written. Lenora Lockett seconded the motion. The minutes were unanimously approved.

3. Public Comment

There was no public comment.

4. Tabled Items

BC2014-187 Department of Public Works, Recommending an award on RQ29820 and enter into a contract with Carl Walker, Inc. in the amount not-to-exceed \$251,350.00 for consultant services for the Justice Center Courts Tower Sealant Replacement and Wall Panel Sealer Project for the period 8/1/2014 - 11/30/2016. Funding Source: General Funds

Bonnie Teeuwen presented. Mark Parks motioned to approve the item; Dale Miller seconded the motion. Item BC2014-187 was unanimously approved.

BC2014-200 Department of Health and Human Services/Division of Children and Family Services,

Recommending an alternative procurement process on RQ31503, which will result in award recommendations to various providers in the total amount not-to-exceed \$450,000.00 for adoption services for the period 1/1/2015 - 12/31/2016:

- 1) Applewood Centers Inc. in the amount of \$8,000.00.
- 2) Beech Brook in the amount \$20,000.00.
- 3) Bellefaire JCB in the amount of \$30,000.00.
- 4) Building Blocks Adoption Service in the amount of \$20,000.00.
- 5) The Bair Foundation Inc. in the amount of \$20,000.00.
- 6) Caring For Kids Inc. in the amount of \$65,000.00
- 7) CASI Foundation For Children in the amount of \$2,500.00
- 8) Catholic Charities Services Corporation in the amount of \$10,000.00
- 9) Catholic Social Services of the UP in the amount of \$5,000.00
- 10) Children's Bureau Inc. in the amount of \$2,500.00
- 11) Christian Children's Home of Ohio Inc. in the amount of \$20,000.00

- 12) Families First for Children's Sake in the amount of \$7,000.00
- 13) Ohio Guidestone in the amount of \$35,000.00
- 14) House of New Hope in the amount of \$10,000.00
- 15) Maryhurst, Inc. in the amount of \$2,500.00
- 16) National Youth Advocate Program Inc (aka YAP) in the amount of \$20,000.00
- 17) Options For Families & Youth in the amount of \$40,000.00
- 18) Pathway Caring For Children in the amount of \$20,000.00.
- 19) Specialized Alternatives For Families & Youth of Ohio Inc. in the amount of \$32,500.00
- 20) The Twelve of Ohio Inc. in the amount of \$20,000.00
- 21) The Village Network in the amount of \$10,000.00

Funding Source: State Child Protective Allocation Funds

Note: Rick Werner, Director of the Department of Health and Human Services, presented. Rick noted a clarification of a typo in the justification language which reflects "Per state law, ~~biological~~ **adoptive** parents have the right to choose the adoption provider"

As requested by Ed FitzGerald on August 11, 2014, Rick reported back to the Board regarding the parents' right to select the adoption agency that provides support services. Rick distributed an adoption referral agreement form that the Department uses and explained the set rates charged by adoption service providers. Dave Greenspan commented since the County Executive is not in attendance this item should be placed back on hold until he returns.

Item BC2014-200 was held.

5. New Items for Review

BC2014-201 Department of Information Technology, recommending an award on RQ29871, and enter into a state contract with Great Northern Consulting Services, Inc. in the amount not-to-exceed \$176,300.00 for consultant services for the implementation and migration from Legacy Sun/Oracle hardware to Oracle T4 Servers for the period 9/1/2014 - 8/31/2015. Funding Source: General Fund

Jeff Mowry presented. Bonnie asked if reducing the servers from 24 to 4 if it would help save money and will they get moved over to the new data center. Jeff replied yes.

Mark Parks motioned to approve the item; Dale Miller seconded the motion. Item BC2014-201 was unanimously approved.

BC2014-202 Department of Public Safety and Justice Services/Office of Emergency Management, Submitting an amendment to Contract No. CE1300353 with GovDelivery, Inc. for a Mass Notification System for the period 6/10/2013 - 6/10/2015 to extend the time period to 6/10/2018 and for additional funds in the amount of \$278,984.50. Funding Source: General Fund

Ken Mills, Director of the Department of Public Safety and Justice Services, presented. Ken answered questions posed by Dave Greenspan regarding besides the 11 cities how many other cities expressed interest in this system. Ken said there were quite a few but he did not have the exact numbers but would get the information for him. _____

Mark Parks motioned to approve the item; Michael Gallagher seconded the motion. Item BC2014-202 was unanimously approved.

BC2014-203 Department of Health and Human Services/Community Initiatives Division/
Office of Homeless Services,

Recommending awards on RQ31196 with various providers (16-12) for temporary shelter and services to homeless persons in connection with the FY2014 Emergency Shelter Grant Program for the period 9/1/2014 - 8/31/2015:

- a) Care Alliance Health Center in the amount not-to-exceed \$15,000.00
- b) Cleveland Mediation Center in the amount not-to-exceed \$18,774.00.
- c) Family Promise of Greater Cleveland in the amount not-to-exceed \$57,125.00.
- d) Volunteers of America of Greater Ohio in the amount not-to-exceed \$15,000.00.
- e) West Side Catholic Center in the amount not-to-exceed \$44,162.00.
- f) YMCA of Greater Cleveland in the amount not-to-exceed \$15,000.00.

Funding Source: 100% Emergency Shelter Grant Program dollars (U.S. Department of Housing & Urban Development)

Rick Werner, Director of the Department of Health and Human Services, presented. It was noted for the record that the total amount for this item is \$165,061.00.

Mark Parks motioned to approve the item; Dale Miller seconded the motion. Item BC2014-203 was unanimously approved.

6. Other Business

There was no other business presented.

7. Public Comment

There was no public comment.

9. Adjourn

Mark Parks motioned to adjourn; Micheal Gallagher seconded. The motion to adjourn was unanimously approved at 11:20 a.m.

4. Tabled Items

CPB2014-187

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Carl Walker, Inc. for the not-to-exceed cost of \$251,350.00. The anticipated start completion dates are July, 2014 - fall of 2016.

2. The primary goal of this project is to provide profession design/engineering and consulting services for the sealant replacement and wall panel sealer repairs of the Justice Center - Courts Tower.

3. N/A.

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ was \$364,000.00.
2. The RFQ was closed on February 20, 2014. There is 30% SBE on this RFQ.
3. There were 3 proposals submitted for review, 1 proposal was approved.

C. Contractor and Project Information

1. The address of the consultant is:

Carl Walker, Inc.

6505 Rockside Road, Suite 250

Cleveland, Ohio 44131

2. A listing of the board of directors for Carl Walker, Inc. is included as an attachment.

3. a. The address of the project is:

Justice Center - Court Towers

1200 Ontario Street

Cleveland, Ohio 44113

3. b. The project is located in Council District 7.

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. The Project is funded 100% by General Fund.
2. The Schedule of payment will be by monthly invoicing.
3. N/A

BC2014-200

[see details for BC2014-200 in Section 4., above]

5. New Items for Review

BC2014-204

TITLE: Public Works 2014 AMENDMENT/SUBMISSION CE1200679 Sound Com Corp JC Communication Equip Maint & Repair

A. SCOPE OF WORK SUMMARY

1. Cuyahoga County Department of Public Works, submitting a Contract Amendment to Contract No. CE1200679 with Sound Com Corporation for for the Communication Equipment Preventative Maintenance & Repair at the Justice Center to amend a contract utilizing the approved option year, to extend the time period from 11/1/12 – 10/31/14 thru 10/31/15 and the additional amount of \$34,650.00 (Not to exceed) The original contract amount is \$69,300.00 (not to exceed).

The primary goal: Preventative Maintenance of this equipment will insure the safety of the occupants in the Justice Center Complex Jail I, Jail II Justice Center Parking Garage and Court Tower, providing

emergency services if required and provide the system with optimum operating efficiency, therefore, reducing downtime/malfunctions due to unexpected repairs protecting public health and safety.

B. PROCUREMENT

The procurement method for the project was a Request for Bids. 1) Total value \$69,300.00 (not to exceed). 2) The procurement method was closed on 9/12/2012 - SBE 5% 3) There were 16 bids pulled from OPD and 1 submitted for review with Sound Com Corporation being the lowest, best and only bidder. Sound Com Corporation has been the vendor for many years and is very familiar with the equipment. A vendor selection review committee also supported the process.

C. Contractor Information

Sound Com Corporation
Contact: James Averweg, Sr., Business Manager
227 Depot Street
Berea, Ohio 44017
(440) 234-2604
Council District: N/A
Principal Owner: Paul Fussner

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 will be (if approved) an amendment to a contract. The amendment will change the value, term and is the first amendment of the contract.

BC2014-205

The Fiscal Office on behalf of the Department of Information Technology, submitting the third amendment to CE1200424 with Avantia, Inc. for professional services, for the period 7/2/12 - 7/1/14, extending to 7/1/15, for additional funds in the amount of \$90,000.00.

B. Procurement: Contract Amendment was an RFP Award

C. Contractor: Avantia, Inc., 9655 Sweet Valley Drive, Suite # 1, Valley View, Ohio 44145 Owner: Jennie Zamberlan, President

Project: NA

Funding: 100% General Fund - IT601047 0263

BC2014-206

Title: OPD 2014 Award Recommendation Tecan U.S., Inc. for System Robot for Medical Examiner RQ31467

A. Scope of Work Summary

1. The Office of Procurement & Diversity is requesting approval of an Award Recommendation to Tecan U.S., Inc. for a Freedom EVO 150 System Robot, for use by the Medical Examiner's Office, in the amount

of \$191,080.73.

2. The primary goal for this equipment is use for forensic DNA analysis, allowing for precision and less contamination opportunities in the DCA laboratory.

B. Procurement

1. The procurement method for this equipment was RFP Exemption, approved CPB2014-597, 7/28/2014.

C. Contractor and Project Information

1. The address of the vendor:

Tecan U.S., Inc.

9401 Globe Center Drive, Suite 140

Morrisville, North Carolina 27513

There is no Council representation, as the vendor is located out-of-state.

2. The President is Keith Galloway

3a. The equipment will be housed:

Cuyahoga County Medical Examiner's Office

11001 Cedar Avenue

Cleveland, Ohio 44106

3b. County Council District 7

D. Project Status and Planning

1. This is a one-time purchase for the County and will result in a Purchase Order.

E. Funding

1. This purchase is funded 100% under Capital Projects - Gruttadaria Fund

2. Payment will be Net 30 ARO.

BC2014-207

Title: Cuyahoga Job and Family Services-2014 Contract Amendment RQ29741 Youth Opportunities Unlimited

Contract: TANF Summer Youth Employment Program 2014

1361 Euclid Avenue

Cleveland, OH 44115-1819

A. Scope of Work Summary

1. CJFS is submitting a request to amend Youth Opportunities Unlimited, Contract CE1400115-01 for the amount of \$42,927.02. This is a lower amount from the Justification Request approved on 7-16-14, due to the State's reduced allocation to the requesting counties. The contract period remains from May 1, 2014 to October 31, 2014.

2. The amendment changes the value and is the first (1st) amendment of the contract. The history of the amendments is:

Contract (2014):	\$4,497,220.00
Proposed Amend #1 (2014):	<u>\$ 42,927.02</u>
Total:	\$4,540,147.02

B. Procurement

1. The procurement method for this original program was an RFP. The total value of the initial RFP was

\$5,000,000.00.

2. The RFP was closed on February 28, 2014. There were two (2) proposals submitted for review, one proposal was recommended for approval.
3. The proposed amendment received OPD approval to process. NOVUS document attached for review.

C. Contractor and Project Information

1. Youth Opportunities Unlimited
1361 Euclid Avenue
Cleveland, OH 44115
Council District (N/A)
2. President for the Vendor is Carol Rivchun.
3. Program serves youth from eligible TANF families of Cuyahoga County.

D. Project Status and Planning

1. The program is an annual recurring program when the State has funds to support.
2. This amendment is on a critical time line, due to the State's late notice of additional funds for the program.

E. Funding

1. The project is 97% funded with Federal TANF funds and 3% HHS Levy funds.
2. The schedule of payments is by monthly invoice.

BC2014-208

Title: OPD 2014 Award Recommendation MNJ Technologies Direct, Inc for Barracuda Web Filtering Appliances for DoIT RQ31298

A. Scope of Work Summary

1. The Office of Procurement & Diversity is requesting approval of an award recommendation to MNJ Technologies Direct, Inc in the amount of \$131,930.00 for the purchase of Barracuda web filter devices for the Department of Information Technology.
2. The primary goals of this purchase is to provide standard County-wide web filtering and web reporting to aid with the consolidation initiative and enhance security.
3. N/A

B. Procurement

1. The procurement method for this purchase is State Contract/RFP Exemption, approved 8/18/14 under CPB2014-632. State Contract #534372, expiration 7/19/2016. The total value is \$131,930.00.

C. Contractor and Project Information

1. The address of the vendor is
MNJ Technologies Direct, Inc
1025 Busch Parkway
Buffalo Grove, Illinois 60089
There is no Council representation as the vendor is located out-of-state.
2. The President of the vendor is Susan Kozak.
- 3a. The equipment will be housed by DoIT.
- 3b. Council District 7

D. Project Status and Planning

1. This purchase is new to the County.

E. Funding

1. The project is funded 100% by the General Fund.
2. Payment will be made via invoice.