

Minutes

Cuyahoga County Contracts and Purchasing Board
October 27, 2014 11:30 A.M.
County Headquarters
2079 East 9th Street, 4th Floor
Committee Room B
Cleveland, Ohio 44115

I. Call to Order

The meeting was called to order at 11:30 a.m.

Attending:

Matt Carroll, Chief of Staff
Lenora Lockett, Director of the Office of Procurement & Diversity
Councilman Dale Miller
Mark A. Parks, Jr., Fiscal Officer
Bonnie Teeuwen, Director of the Department of Public Works

II. Review Minutes

The minutes of the October 20, 2014 Contracts and Purchasing Board meeting were approved as written. Bonnie Teeuwen abstained.

III. Public Comment

There was no public comment

IV. Contracts and Awards

A. Tabled Items

CPB2014-819 Department of Health and Human Services/Division of Senior and Adult Services, submitting an RFP exemption on RQ32174, which will result in an award recommendation to The Center for Community Solutions on behalf of the Council on Older Persons (COOP) in the amount of \$7,500.00 for financial support for the period 1/1/2015 - 12/31/2015. Funding Source: Health and Human Services Levy Funds

Rick Werner, Director, presented. Bonnie Teeuwen asked why the item was previously held. Rick Werner responded that he was unable to attend the meeting and present, and requested it be held for the following meeting. Item CPB2014-819 was unanimously approved.

B. Scheduled Items

CPB2014-832 Department of Information Technology, recommending an award on RQ31297 and enter into a contract with SHI International Corp. in the amount not-to-exceed \$803.43 for maintenance and support services on TOAD for Oracle Xpert Edition software for the period 7/1/2014 - 6/30/2015.

Funding Source: General Fund

Jeff Mowry, Chief Information Officer, presented. Bonnie Teeuwen asked if the Department had considered consolidating its numerous contracts with SHI into a single agreement. Jeff responded that the Department is looking into the possibility of consolidating the SHI contracts through utilization of a broader RFP, or through a reverse auction process. Item CPB2014-832 was unanimously approved.

CPB2014-833 Department of Workforce Development, submitting contracts with various providers for the On-the-Job Training Program:

- a) 2 Excel Group, LLC in the amount not-to-exceed \$2,300.00 for the period 6/2/2014 - 9/17/2014.

Funding Source: Workforce Investment Act Funds

- b) ABL Products, Inc. in the amount not-to-exceed \$2,860.00 for the period 8/11/2014 - 12/24/2014.

Funding Source: Western Reserve Funds

Melinda Burt, Clerk of the Board presented. Item CPB2014-833 was unanimously approved.

CPB2014-834 Office of Procurement & Diversity, recommending an award:

Department of Information Technology

- a) on RQ32268 to Integrated Precision Systems, Inc. (1-1) in the amount of \$27,760.79 for the purchase of network security cameras and access control swipes for the new Family Justice Center.

Funding Source: General Funds

Lenora Lockett, Director, Office of Procurement & Diversity, presented. Item CPB2014-834 was unanimously approved.

CPB2014-835 Office of Procurement & Diversity, recommending an award:

Department of Public Works

- a) on RQ31212 to Bob Gillingham Ford, Inc. (10-2) in the amount of \$66,677.00 for the purchase of (2) 2015 Ford F-450 Cab & Chassis - Full Size Two Wheel Drive Crew Cab 16,000 GVW. Funding Source: Sanitary Sewer Funds

Lenora Lockett, Director, Office of Procurement & Diversity, presented. Dale Miller asked of the need could be fulfilled by existing vehicles in the fleet. Matt Carroll asked if the Department is looking into increasing the number of hybrid vehicles within its fleet. Item CPB2014-835 was unanimously approved.

CPB2014-836 Office of Procurement & Diversity, Recommending an award:

Department of Public Works

- a) on RQ31086 to Montrose Ford, Inc. (12-2) in the amount of \$34,173.00 for the purchase of two (2) 2015 Ford Fusion S 4 Door Sedans. Funding Source: Capital Outlay Funds

Item CPB2014-836 was held at the request of the Department.

CPB2014-837 Public Defender, recommending an award on RQ31555 and enter into a contract with Kreig J. Brusnahan in the amount not to-exceed \$24,500.00 for legal services for indigent clients in Domestic Relations Court for the period 11/4/2014 - 11/6/2015. Funding Source: General Funds

Maria Pollman, Public Defender's Office, presented. Dale Miller asked if the vendor is currently under contract, and whether the contract cost has increased. Item CPB2014-837 was unanimously approved.

CPB2014-838 Medical Examiner, submitting an amendment to Contract No. CE1300203-01, 02 with Advantra Group Inc. for biomedical waste removal services for various County departments for the period 1/1/2013 - 12/31/2015 for additional funds in the amount of \$12,000.00.

Funding Sources: 55% Medical Examiner's Office General Fund; 23% Common Pleas/Adult Probation General Fund; 6% Juvenile Court General Fund; 15% Sheriff's General Fund; 1% County Kennel.

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-838 was unanimously approved.

CPB2014-839 Medical Examiner, recommending an award on RQ31999 and enter into a contract with X-Ray Services of Ohio, LLC in the amount not-to-exceed \$24,964.00 for maintenance on various X-ray equipment for the period 8/15/2014 - 8/14/2015. Funding Source: General Funds

Item CPB2014-839 was held at the request of the Office of Procurement & Diversity pending submission of a justification.

CPB2014-840 Court of Common Pleas/Juvenile Court Division, submitting an amendment to Contract No. CE1200644 with ComDoc, Inc. for maintenance and support on the DocuWare System for the period 11/1/2012 - 10/31/2014 to extend the time period to 10/31/2015 and for additional funds in the amount of \$6,293.50. Funding Source: General Funds

Karen Lippman, Juvenile Court Division, presented. Item CPB2014-840 was unanimously approved.

CPB2014-841 Department of Health and Human Services/Cuyahoga Job and Family Services, Recommending an award on RQ31938 and enter into a sole source contract with The Rushmore Group, LLC in the amount not-to-exceed \$13,500.00 for maintenance and support of Case Review software for the period 8/8/2014 – 8/7/2015. Funding Source: Public Assistance Funds

Rick Werner, Director, Department of Health and Human Services, presented. Item CPB2014-841 was unanimously approved.

C. Exemption Requests

CPB2014-842 County Sheriff, submitting an RFP exemption, which will result in an amendment to Contract No. CE1300453 with Cleveland Rape Crisis Center for coordinator services for the development and implementation of a prison rape elimination training program in connection with the Prison Rape Elimination Act (PREA) grant program for the period 10/1/2013 - 09/30/2014 to extend the time period

to 3/31/2015 and for additional funds in the amount of \$57,500.00. Funding Source: 100% Prison Rape Elimination Act grant funds, National Council on Crime and Delinquency

Laura Simms, Sheriff's Office presented. Dale Miller asked for explanation on the 6-month time period, and whether the Department plans to apply again in the future. Item CPB2014-842 was unanimously approved.

CPB2014-843 Medical Examiner, submitting a sole source exemption on RQ32353, which will result in an award recommendation to Collaborative Testing Services in the amount of \$4,140.00 for the purchase of proficiency tests for Drug Chemistry and Trace Evidence disciplines. Funding Source: General Fund

Hugh Shannon, Medical Examiner's Office, presented. Item CPB2014-843 was unanimously approved.

D. Consent Agenda

CPB2014-844 Department of Public Works, submitting an LPA agreement with Ohio Department of Transportation in connection with the resurfacing of Emery Road from Northfield Road to Merrygold Avenue in the Cities of North Randall and Warrensville Heights. Funding Source: Total estimated construction costs \$3,500,000.00; Federal NOACA (4TA7) Share \$2,800,000.00; County Share \$700,000.00

Item CPB2014-844 was unanimously approved.

CPB2014-845 Department of Public Works, submitting an agreement with Village of Moreland Hills for the Countywide Preventative Maintenance Program. Funding Source: N/A

Item CPB2014-845 was unanimously approved.

CPB2014-846 Department of Public Works, recommending a payment in the amount of \$8,676.00 to Cuyahoga Community College as settlement for property damage in connection with the improvement of Pleasant Valley Road/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma, Parcel No.(s): 131 U, U1, AE, T, T1 & T2. Funding Source: Road and Bridge funds

Item CPB2014-846 was unanimously approved.

CPB2014-847 Department of Public Works, recommending a payment in the amount of \$300.00 to F. & L. Bohley as settlement for property damage in connection with the improvement of Pleasant Valley Road/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma, Parcel No. 128WD, T. Funding Source: Road and Bridge Funds

Item CPB2014-847 was unanimously approved.

CPB2014-848 Department of Public Works, Submitting confirmation of an appropriation settlement in connection with improvement of Pleasant Valley Road/Bagley Road from Pearl Road to York Road in the Cities of Middleburg Heights and Parma:

Parcel No(s): 1WD & T

Owner(s): McDonald's Corporation, a Delaware Corporation
Settlement \$ Amount: \$65,375.00

Funding Source: Road and bridge Funds. Item CPB2014-848 was unanimously approved.

CPB2014-849 Department of Public Works, submitting a participation agreement with the County Commissioners Association of Ohio Service Corporation to participate in the Electricity Purchase Program for the period commencing 7/1/2015 - 6/30/2019. Funding Source: N/A

Item CPB2014-849 was unanimously approved.

CPB2014-850 Office of Procurement & Diversity, presenting voucher payments for the week of 10/27/2014.

Requisition Nos. DV-14-32417 - DV-14-32421, dated 10/16/2014 for Common Pleas Court Foreclosure Mediation Counseling Support in the amount of \$4,249.00 each were held at the request of the Office of Procurement & Diversity.

The remaining Items listed under CPB2014-850 were unanimously approved.

CPB2014-851 Presenting vouchers for the week of 10/16/2014 – 10/22/2014.

Item CPB2014-851 was unanimously approved.

V. Other Business

TIME-SENSITIVE/MISSION CRITICAL

CPB2014-852

Hugh Shannon, Medical Examiner's Office, presented. Requesting approval of RQ32355 with Collaborative Testing Services in the amount not to-exceed \$5,775.00 for the purchase of proficiency tests for Drug Chemistry and Trace Evidence disciplines.

A motion to amend the agenda to consider the item was unanimously approved. Item CPB2014-852 was unanimously approved. A motion to restore the Medical Examiner's mission-critical budget to \$25,000.00 was unanimously approved.

CPB2014-853

Michael Chambers, Department of Public Works, presented. Requesting approval of RQ32426 with Sunbelt Rentals in the amount of \$4,161.39 for a 120 STR MainLift w/JIB to make concrete repairs at the County Courthouse located at 1 Lakeside Avenue, Cleveland.

CPB2014-854

Michael Chambers, Department of Public Works, presented. Requesting approval of RQ31482 with Graybar in the amount of \$6,340.89 for service and repair of a battery backup module that was damaged by storms in July at the Juvenile Justice Center located at 4965 Neo Parkway, Cleveland. Dale

Miller asked for clarification on the time-sensitive nature of the item, given that it was authorized in July, but just now coming forward for approval.

A motion to amend the agenda to consider both items was unanimously approved. Items CPB2014-853 and CPB2014-854 were unanimously approved. A motion to restore the Department of Public Works' mission-critical budget to \$25,000.00 was unanimously approved.

VI. Public Comment

There was no further public comment.

VII. Adjournment

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