



**Cuyahoga County Board of Control Agenda
Monday, August 14, 2023 - 11:00 A.M.
County Headquarters
2079 East Ninth Street
4th Floor, Committee Room B**

This meeting is open to the public and may also be accessed via livestream using the following link:
<https://www.YouTube.com/CuyahogaCounty>

I – CALL TO ORDER

II. – REVIEW MINUTES – 8/7/2023

III. – PUBLIC COMMENT

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2023-501

Department of Public Works,

- a) Submitting an RFP exemption, which will result in a payment to U.S. Department of the Interior, National Park Service (NPS) in the amount not-to-exceed \$75,000.00 to satisfy the wetlands mitigation donation for impacting 1.5 acres of wetlands in connection with construction activities associated with the replacement of Pleasant Valley Bridge Nos. 09.03, 09.35 & 09.68 over Cuyahoga River in the City of Independence and Village of Valley View.

- b) Recommending a payment to U.S. Department of the Interior, National Park Service (NPS) in the amount not-to-exceed \$75,000.00 to satisfy the wetlands mitigation donation for impacting 1.5 acres of wetlands in connection with construction activities associated with the replacement of Pleasant Valley Bridge Nos. 09.03, 09.35 & 09.68 over Cuyahoga River in the City of Independence and Village of Valley View.

Funding Source: Road and Bridge Fund

BC2023-502

Department of Public Works,

- a) Submitting an RFP exemption, which will result in an award recommendation to Valley Ford Truck Inc. in the amount not-to-exceed \$57,830.00 for a state contract purchase of (1) replacement, new, never titled 2023 Ford Truck F350 with Liftgate for use by the Sanitary Engineering Division.
- b) Recommending an award on Purchase Order No. 23003479 to Valley Ford Truck Inc. in the amount not-to-exceed \$57,830.00 for a state contract purchase of (1) replacement, new, never titled 2023 Ford Truck F350 with Liftgate for use by the Sanitary Engineering Division.

Funding Source: Sanitary Funds

BC2023-503

Department of Public Works, submitting an amendment to Contract No. 2728 (fka Contract No. 2535) with Great Lakes Petroleum for the purchase of fuel for various County facilities for the period 4/1/2020 – 6/30/2023 to extend the time period to 6/30/2024 and for additional funds in the amount not-to-exceed \$495,000.00.

Funding Source: Fleet Maintenance Garage Fund

BC2023-504

Department of Public Works,

- a) Submitting an RFP Exemption, which will result in an award recommendation to The Brewer-Garrett Company in the amount not-to-exceed \$17,331.00 to upgrade the AX Jace-6000 building automation system to N4 Jace-8000 at the Jane Edna Hunter, Virgil Brown and the Board of Election Buildings, effective upon contract signatures of all parties for a period of 1 year.
- b) Recommending an award and enter into Contract No. 3636 with The Brewer-Garrett Company in the amount not-to-exceed \$17,331.00 to upgrade the AX Jace-6000 building automation system to N4 Jace-8000 at the Jane Edna Hunter, Virgil Brown and the Board of Election Buildings, effective upon contract signatures of all parties for a period of 1 year.

Funding Source: General Fund

BC2023-505

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to DLT Solutions, LLC in the amount not-to-exceed \$48,666.80 for the purchase of (65) Pluralsight Business Enterprise licenses for the period 1/31/2023 – 1/30/2024.
- b) Recommending an award on Purchase Order No. 23003481 to DLT Solutions, LLC in the amount not-to-exceed \$48,666.80 for the purchase of (65) Pluralsight Business Enterprise licenses for the period 1/31/2023 – 1/30/2024.

Funding Source: General Fund

BC2023-506

Department of Human Resources, submitting an amendment to Contract No. 1705 with GPI Enterprises, Inc. for temporary staffing services for the period 10/4/2021 – 12/31/2024 for additional funds in the amount not-to-exceed \$115,000.00, effective upon contract signatures of all parties.

Funding Source: General Fund

BC2023-507

Department of Law,

- a) Submitting an RFP exemption which will result in an award recommendation to Carpenter Lipps, LLP in the amount not-to-exceed \$20,000.00 to provide various legal and advocacy services in connection with the Cuyahoga County Utility Microgrid Design project with Compass Energy Platform for the period of 7/7/2023 – 7/7/2024.
- b) Recommending an award and enter into Contract No. 3624 with Carpenter Lipps, LLP in the amount not-to-exceed \$20,000.00 to provide various legal and advocacy services in connection with the Cuyahoga County Utility Microgrid Design project with Compass Energy Platform for the period of 7/7/2023 – 7/7/2024.

Funding Source: General Fund

BC2023-508

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company in the amount not-to-exceed \$6,256.84 for a state contract purchase of (1) flammable storage cabinet and various laboratory supplies for DNA, Drug Chemistry and Toxicology departments.
- b) Recommending an award and enter into Purchase Order No. 23003577 with Fisher Scientific Company in the amount not-to-exceed \$6,256.84 for a state contract purchase of (1) flammable storage cabinet and various laboratory supplies for DNA, Drug Chemistry and Toxicology departments.

Funding Source: Crime Lab Fund

BC2023-509

Department of Health and Human Services/Office of the Director,

a) Submitting an RFP exemption, which will result in an award recommendation to Smartsheet, Inc. in the amount not-to-exceed \$11,712.33 for renewal of (25) Enterprise Plan plus Pro Support licenses for Smartsheet Project Management Software for the period 8/21/2023 to 8/20/2024.

b) Recommending an award on Purchase Order No. 23003558 to Smartsheet, Inc. in the amount not-to-exceed \$11,712.33 for renewal of (25) Enterprise Plan plus Pro Support licenses for Smartsheet Project Management Software for the period 8/21/2023 to 8/20/2024.

Funding Source: Health and Human Services Levy Fund

BC2023-510

Department of Health and Human Services/Cuyahoga Job and Family Services,

a) Submitting an RFP Exemption, which will result in an award recommendation to Clarity Solutions Group, LLC in the amount not-to-exceed \$211,615.00 for implementation of solutions for automated handling and processing of return mail in compliance with state and federal guidelines effective upon signature of the County Executive through 6/30/2024.

b) Recommending an award and enter into Contract No. 3277 with Clarity Solutions Group, LLC in the amount not-to-exceed \$211,615.00 for implementation of solutions for automated handling and processing of return mail in compliance with state and federal guidelines effective upon signature of the County Executive through 6/30/2024.

Funding Source: Medicaid

BC2023-511

Department of Health and Human Services/Cuyahoga Job and Family Services,

a) Submitting an RFP Exemption, which will result in an award recommendation to Technology Solutions Consultants, LLC in the amount not-to-exceed \$65,500.00 for (2) Capture Software licenses, support and maintenance, including OnBase subscription services, in connection with the automated handling and processing of return mail effective upon signature of the County Executive through 6/30/2024.

b) Recommending an award and enter into Contract No. 3402 with Technology Solutions Consultants, LLC in the amount not-to-exceed \$65,500.00 for (2) Capture Software licenses, support and maintenance, including OnBase subscription services, in connection with the automated handling and processing of return mail effective upon signature of the County Executive through 6/30/2024.

Funding Source: Medicaid

BC2023-512

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 2412 with Case Western Reserve University's Center on Urban Poverty and Community Development for research and evaluation services utilizing the ChildHood Integrated Longitudinal Data System to support planning and data needs for youth within the Continuum

of Care System for the period 1/1/2022 – 12/31/2022 to extend the time period to 12/31/2023, to expand the scope of services effective 1/1/2023, and for additional funds in the amount not-to-exceed \$90,000.00.

Funding Source: U.S. Department of Housing and Urban Development

C. – Exemptions

BC2023-513

Department of Public Works, recommending an alternative procurement process, which will result in award recommendations and issuance of purchase orders to various vendors in the amount not-to-exceed \$125,000.00 for the purchase of various automotive repair services in connection with vehicles involved in an accident for the Fleet Division on an as-needed basis for the period 8/14/2023 – 8/13/2025.

- a) Premier Auto Body & Collision Center, LLC
- b) Valore's Truck Painting & Body Co.

Funding Source: County Fleet Division and charged back to County Departments

BC2023-514

Office of the Medical Examiner, recommending to amend BC2022-571 dated 9/26/2022 which amended BC2021-515 dated 9/20/2021, which amended Board Approval No. BC2019-914, dated 12/9/2019, which amended Board Approval BC2019-95 dated 2/4/2019, which approved an alternative procurement process resulting in award recommendations to Promega and Life Technologies in the total amount not to exceed \$1,455,832.00, to procure genetic testing kits and other consumable supplies for the period 1/1/2019 – 12/31/2023 to extend the time period to 9/30/2024 and for additional funds in the amount not-to-exceed \$244,893.00.

Funding Source: FY222 DNA Backlog Grant

BC2023-515

Department of Public Safety and Justice Services, recommending an alternative procurement process, which will result in payments to various municipalities in Cuyahoga County in the total amount not-to-exceed \$50,000.00 for reimbursement of personnel costs in connection providing personnel to serve as Rescue Task Force Trainers, effective 8/14/2023 through 12/31/2024.

Funding Source: General Fund

D. – Consent Agenda

BC2023-516

Department of Public Works, recommending to amend Board Approval No. BC2023-245, dated 4/17/2023, which approved a Direct Open Market Purchase and made an award on Purchase Order No. 23001651 to Relmec Mechanical LLC for (1) Custom built 10" heated header for the HVAC system at Juvenile Court, by changing the amount from \$14,500.00 to \$17,999.00.

Original Funding Source: General Fund

BC2023-517

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. in the amount not-to-exceed \$1.00 per month in accordance with EA02012-0001 on behalf of the following county agencies:

- a) Court of Common Pleas/Domestic Relations Court for the month of July 2023
- b) Department of Information Technology for the month of August 2023

Funding Source: Revenue Generating

BC2023-518

Department of Health and Human Services/Community Initiatives Division/Family and Children First Council, submitting an amendment to a Master Contract with various providers for opioid addiction prevention and training services for various school districts in Cuyahoga County for the period 9/7/2021 – 7/31/2023 to change the terms, effective 8/1/2023:

Remove a vendor

- a) Contract No. 1671 with Bellefaire JCB

Extend the time period to 7/31/2024; no additional funds required.

- b) Contract No. 2941 (fka Contract No. 1672) with Golden Ciphers, Inc

Funding Source: Health and Human Services Opioid Settlement Funding

BC2023-519

Department of Purchasing, presenting proposed purchases for the week of 8/14/2023:

Direct Open Market Purchases
(Purchases between \$5,000 – \$49,999.99 unless requiring assistance from
the Department of Purchasing – See Below):

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23003514	Build out of (1) 2023 Dodge Durango Police Pursuit Vehicle	Department of Public Works	Hall Public Safety Upfitters	\$8,368.85	General Fund

23003522	(100) Various sizes of manhole riser rings	Department of Public Works	American Highway Products, Limited	\$12,070.00	Sanitary Fund
23003465	Installation of (1) new walk-through metal detectors with accessories for use on the 5 th floor of the Justice Center	Sheriff's Department	CEIA USA, LTD	\$8,220.00	General Fund
23003543	Temporary staffing services for a full-time clerical employee for the Commissary Division	Sheriff's Department	Area Temps, Inc.	Not-to-exceed \$30,000.00	General Fund

Items/Services Received and Invoiced but not Paid:

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23003565	Out-of-home emergency placement services for the period 5/12/2023 – 6/12/2023 and 6/15/2023 – 7/16/2023*	Division of Children and Family Services	Blended Family Home	\$41,075.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund

*Approval No. BC2022-767 dated 12/12/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers in the total amount not-to-exceed \$250,000.00 for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024.

V- OTHER BUSINESS

No other business

VI – PUBLIC COMMENT

VII – ADJOURNMENT

Minutes

Cuyahoga County Board of Control
Monday, August 7, 2023 - 11:00 A.M.
County Headquarters
2079 East Ninth Street
Committee Room B

I – CALL TO ORDER

The meeting was called to order at 11:02 a.m.

Attending:

Michael Chambers, Fiscal Officer, Fiscal Office (Alternate for Chris Ronayne, County Executive)
Leigh Tucker, Assistant Fiscal Officer, Fiscal Office (Alternate for Michael Chambers)
Nichole English, Administrator, Planning and Programming, Department of Public Works
(Alternate for Michael Dever)
Paul Porter, Director, Department of Purchasing
Trevor McAleer, County Council (Alternate for Pernel Jones, Jr.)
James Boyle, County Council (Alternate for Meredith Turner)
Councilmember Dale Miller

II. – REVIEW MINUTES – 7/31/2023

Michael Chambers motioned to approve the minutes from the July 31, 2023, meeting; Leigh Tucker seconded. The minutes were approved by unanimous vote, as written.

III. – PUBLIC COMMENT

There was no public comment.

IV. – CONTRACTS AND AWARDS

A. – Tabled Items

B. – New Items for Review

BC2023-488

Department of Public Works recommending an award on RQ11974 and enter into Purchase Order No. 23002058 with Burns Industrial Equipment Inc. (10-1) in the amount not-to-exceed \$90,925.00 for the purchase of (1) new M30 Tennant Floor Scrubber Sweeper for use at the Huntington Park Garage.

Funding Source: Parking Services Fund

Thomas Pavich, Department of Public Works, presented. Dale Miller asked whether he has any idea why we only got one bid and why other people wouldn't want to get in on a \$90k sale. James Boyle asked what the life expectancy of the equipment is; and asked how old the equipment was. Thomas Pavich to provide the life expectancy of the equipment.

Michael Chambers motioned to approve the item; Leigh Tucker seconded. Item BC2023-488 was approved by unanimous vote.

BC2023-489

Department of Information Technology,

- a) Submitting an RFP exemption, which will result in an award recommendation to Carahsoft Technology Corporation in the amount not-to-exceed \$41,680.10 for a Joint Cooperative Purchase of (110) Slack Enterprise Grid licenses for the period 8/13/2023-8/12/2024.
- b) Recommending an award on Purchase Order No. 23003307 to Carahsoft Technology Corporation in the amount not-to-exceed \$41,680.10 for a Joint Cooperative Purchase of (110) Slack Enterprise Grid licenses for the period 8/13/2023-8/12/2024.

Funding Source: General Fund

Kristen Kaspar, Department of Information Technology, presented. Dale Miller asked Kristen to spell her last name. Can you tell me a little more what Slack is used for. James Boyle asked do you know why we must use Teams while some viewers from home can use Slack. Kristen Kaspar will provide additional information on whether this product will be moved to other organizations. Michael Chambers motioned to approve the item; Paul Porter seconded. Item BC2023-489 was approved by unanimous vote.

BC2023-490 HELD AT THE REQUEST OF THE DEPARTMENT

~~Department of Internal Audit, recommending an award on RQ11438 and enter into Contract No. 3597 with JANUS Software, Inc., dba JANUS Associates (40-6) in the amount not to exceed \$49,765.00 for County IT Risk Assessment services, effective upon signatures of all parties through 12/31/2023.~~

~~Funding Source: General Fund~~

BC2023-491

Sheriff's Department, submitting an amendment to Agreement No. 3608 (fka Agreement No. 573) with the City of Solon for outsourcing prisoner board and care services to reduce the average daily population for the period 1/1/2021 – 12/31/2023, to extend the time period to 12/31/2024 and for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: General Fund

Tanisha Gates, Sheriff's Department, presented. James Boyle asked why extending it now when there are unused funds; asked for clarification that they are adding time and money. Trevor McAleer asked for confirmation in follow-up to advance questions, that currently no inmates are being housed at Solon; asked do you anticipate any inmates going there anytime soon; asked is there a minimum we must pay to have the right to send inmates there; Mr. McAleer commented Administration is working on this, we're paying \$110.00 per day for and we get paid \$99.00 per day to house City of Cleveland inmates. I know that's been a struggle, but right there it shows the difference. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-491 was approved by unanimous vote.

BC2023-492

Medical Examiner's Office,

- a) Submitting an RFP exemption, which will result in an award recommendation to Fisher Scientific Company LLC in the amount not-to-exceed \$7,494.70 for a state contract purchase of (10,000) Conical-Bottom Glass Centrifuge Tubes for use by the Toxicology Department.
- b) Recommending an award on Purchase Order No. 23003488 to Fisher Scientific Company LLC in the amount not-to-exceed \$7,494.70 for a state contract purchase of (10,000) Conical-Bottom Glass Centrifuge Tubes for use by the Toxicology Department.

Funding Source: Coroner Lab Fund

Hugh Shannon, Medical Examiner's Office, presented. There were no questions. Michael Chambers motioned to approve the item; James Boyle seconded. Item BC2023-492 was approved by unanimous vote.

BC2023-493

Department of Health and Human Services and Department of Development,

- a) Submitting an RFP exemption, which will result in various award recommendation to various vendors for reimbursement of employee wage and training expenses in connection with the Skill-Up Program:
 - 1) Family Tree Home Care Services LLC in the amount not-to-exceed \$9,533.00 for three (3) employees for the period 8/15/2023 - 9/26/2023.
 - 2) Taylor Act of Learning (Yeladim) Academy in the amount not-to-exceed \$10,252.00 for four (4) employees for the period 8/21/2023 – 8/19/2024.
 - 3) West Side Deutscher Frauen Verein dba Altenheim in the amount not-to-exceed \$21,527.00 for six (6) employees for the period 8/16/2023 - 9/27/2023.
- b) Recommending various awards to various vendors for reimbursement of employee wage and training expenses in connection with the Skill-Up Program:
 - 1) Purchase Order No. 23003429 to Family Tree Home Care Services LLC in the amount not-to-exceed \$9,533.00 for three (3) employees for the period 8/15/2023 - 9/26/2023.
 - 2) Purchase Order No. 23003495 to Taylor Act of Learning (Yeladim) Academy in the amount not-to-exceed \$10,252.00 for four (4) employees for the period 8/21/2023 – 8/19/2024.
 - 3) Purchase Order No. 23003498 to West Side Deutscher Frauen Verein dba Altenheim in the amount not-to-exceed \$21,527.00 for six (6) employees for the period 8/16/2023 - 9/27/2023.

Funding Source: Health and Human Services Levy Funds

Laura Simms, Department of Development, presented. Trevor McAleer commented he knows that Council members have had this conversation with Paul (Herdeg) and thinks it will be discussed during the Biennial Budget process that employees being trained by one vendor are County residents, but we are again sending Health and Human Services Levy Funds to a for profit company located outside of Cuyahoga County. The department understands some of the Council Members concerns, so it's out there this is an issue. Michael Chambers asked Trevor McAleer whether he is going to have a conversation with Council about the changes. Trevor McAleer commented he will be and will be discussing using other than levy dollars for the funding source. Michael Chambers motioned to approve the item; Trevor McAleer seconded. Item BC2023-493 was approved by unanimous vote.

BC2023-494

Department of Health and Human Services/Division of Children and Family Services,

- a) Submitting an RFP exemption, which will result in a payment to Riverview Behavioral Health, LLC in the amount not-to-exceed \$63,400.01 as final payment for out of home care placement services for the period 6/16/2022 – 12/31/2022.
- b) Recommending a payment to Riverview Behavioral Health, LLC in the amount not-to-exceed \$63,400.01 as final payment for out of home care placement services for the period 6/16/2022 – 12/31/2022.

Funding Source: 70% Health & Human Services Levy and 30% Title IV-E reimbursement.

Marcos Cortes, Department of Health and Human Services, presented. There were no questions. Michael Chambers motioned to approve the item; Dale Miller seconded. Item BC2023-494 was approved by unanimous vote.

BC2023-495

Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, submitting an amendment to Contract No. 3620 (fka Contract No. 2380) with Enterprise Community Partners, Inc. for establishing a cross-system partnership for services and benefits available to persons experiencing or exiting homelessness for the period ~~10/1/2022~~ **1/1/2022** - 12/31/2022 to extend the time period to 12/31/2023, to change the scope of service, effective 1/1/2023 and for additional funds in the amount not-to-exceed \$258,303.00.

Funding Source: U.S. Department of Housing and Urban Development Planning Grant

Erin Rearden, Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services, presented. James Boyle asked for a three-sentence synopsis of the pilot project. Michael Chambers motioned to approve the item as amended; James Boyle seconded. Item BC2023-495 was approved by unanimous vote as amended.

C. – Exemptions

BC2023-496

Department of Sustainability, recommending an alternative procurement process, which will result in the release of a Formal Request for Qualifications to select firms with expertise in various fields on behalf of Compass Energy Platform for the Cuyahoga County Utility Microgrid Design project for further processing per the terms and conditions of the contract between Compass Energy Platform and Cuyahoga County.

Funding Source: Not applicable

Michael Foley, Department of Sustainability, presented. James Boyle commented he is now a fan of the project and is glad it is moving forward. Dale Miller motioned to approve the item; James Boyle seconded. Item BC2023-496 was approved by unanimous vote.

D. – Consent Agenda

There were no questions or comments on the Consent Agenda items. Michael Chambers motioned to approve Consent Agenda Item No. BC2023-497 through BC2023- 500; Dale Miller seconded. The Consent Agenda Items were approved by unanimous vote.

BC2023-497

Department of Public Works, submitting an amendment to Contract No. 1553 (fake Purchase Order No. 20002002) with The Osborn Engineering Company for general mechanical - electrical - plumbing - architectural - engineering services for the period 6/17/2020 – 6/16/2023 to extend the time period to 12/31/2023; no additional funds required effective upon contract signature of all parties.

Funding Source: General Funds

BC2023-498

Sheriff’s Department, recommending to terminate Contract No. 2736 with Valley Ford Truck, Inc. in the amount not-to-exceed \$86,348.00 for a state contract purchase for (2) replacement, new, never titled 2023 Ford Transit Vans effective 8/7/2023.

Funding Source: General Fund

BC2023-499

Fiscal Department, presenting proposed travel/membership requests for the week of 8/7/2023:

Dept:	County Executive’s Office
Event:	County Executives of America
Source:	County Executives of America
Location:	Boston, MA

Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Christopher Ronayne	8/11/2023-8/13/2023	\$0.00	\$92.00	\$750.00	\$0.00	\$454.96	\$1,296.96	General Fund

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor

****No Registration Cost

Purpose:

This conference offers the opportunity for different decision makers within the government to come together and speak about issues. This organization represents the executive form of government before the Congress and White house.

Dept:	Medical Examiner's Office							
Event:	"ISHI" CONFERENCE 2023							
Source:	International Symposium on Human Identification							
Location:	Denver, CO							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Marissa Esterline	9/17/2023-9/21/2023	\$1,045.00	\$125.00	\$921.37	\$216.00	\$501.62	\$2,808.99	DNA Backlog Grant
Salesha Frantz	9/17/2023-9/21/2023	\$1,045.00	\$125.00	\$921.40	\$210.00	\$501.62	\$2,803.02	DNA Backlog Grant

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County's Travel Vendor

Purpose:

This is a conference and training where they will give a poster presentation to display research done in our lab and present her findings.

Dept:	Medical Examiner's Office							
Event:	CLIC 33RD ANNUAL TECHNICAL TRAINING SEMINAR							
Source:	The Clandestine Laboratory Investigating Chemists Association							
Location:	Salt Lake City, UT							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source

Shaena Taylor	9/4/2023-9/9/2023	\$800.00	\$272.00	\$728.45	\$138.94	\$562.40	\$2,501.79	Paul Coverdell Grant
---------------	-------------------	----------	----------	----------	----------	----------	------------	----------------------

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County’s Travel Vendor

Purpose:

This is a training seminar and workshop that will directly help the needs of the drug chemistry department at the medical examiner’s office. Drugs are always changing and being able to go to this training will help that department. She will be able to collaborate with other chemists from all over the world. She will also get training on new trends that are being seen around the world and how everyone is handling it. She will also get troubleshooting guidance.

Dept:	Medical Examiner’s Office							
Event:	107TH IAI ANNUAL EDUCATIONAL CONFERENCE							
Source:	International Association for Identification							
Location:	National Harbor, MD							
Staff	Travel Dates	Registration *	Meals **	Lodging **	Ground TRN/ Mileage **	Air ***	Total	Funding Source
Dawn Schilens	8/20/2023-8/25/2023	\$510.00	\$360.00	\$1,014.80	\$719.73	\$0	\$2,604.53	Paul Coverdell Grant
Kate Snyder	8/18/2023-8/26/2023	\$550.00	\$540.00	1,623.68	\$730.91	\$0	\$3,444.59	Paul Coverdell Grant

*Paid to host

**Staff reimbursement

*** Airfare will be covered by a contract with the County’s Travel Vendor

Purpose:

The purpose of the event is to provide a full week of lectures and workshops related to multiple Forensic Science Disciplines. Workshops and lectures are presented by experts in the field and provides information on matters related to the disciplines. Some of these workshops and lectures are only presented at the conference. Additionally, as a member of a committee, I will also be attending meetings to discuss topics related to the committee. This also counts as continuing education credits for the discipline.

BC2023-500

Department of Purchasing, presenting proposed purchases for the week of 8/7/2023:

Direct Open Market Purchases
(Purchases between \$5,000 - \$49,999.99 unless requiring assistance from

the Department of Purchasing – See Below):

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23003483	(660) Various sizes of nitrile gloves	Sheriff's Office	Fyre Marketing LLC	\$16,493.40	General Fund

Items/Services Received and Invoiced but not Paid:

Purchase Order Number	Description	Department	Vendor Name	Total	Funding Source
23003480	Factory Authorized – Repairs on Vehicle S-230*	Department of Public Works	Jack Doheny Company	\$15,492.31	Sanitary Funds
23003388	Out-of-home emergency placement services for the period 5/4/2023, 5/9/2023 and 6/1/2023 – 6/30/2023**	Division of Children and Family Services	Rehabilitation Centers LLC dba Millcreek of Pontotoc	\$23,197.00	66% Health and Human Services Levy Fund and 34% Title IV-E Reimbursement Fund

*Approval No. BC2023-452, dated 7/17/2023, which amended BC2022-735 dated 11/29/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various Factory Authorized Dealers for vehicle and equipment repairs, parts and services for the period 11/29/2022 – 12/31/2024 by changing the total amount not-to-exceed from \$475,000.00 to \$1,475,000.00.

**Approval No. BC2022-767 dated 12/12/2022, which approved an alternative procurement process and exemption from aggregation on various purchase orders, which will result in various award recommendations to various licensed providers in the total amount not-to-exceed \$250,000.00 for reimbursement for out-of-home care placement services for the period 12/1/2022 – 12/31/2024.

V- OTHER BUSINESS

Item of Note (non-voted)

Item No. 1

Sheriff's Department,

- a) Requesting authority to apply for grant funds to the U.S. Department of Justice/Office of Justice Programs/Bureau of Justice Assistance in the amount of \$23,756.00 for reimbursement of expenses associated with Foreign Born Inmates booked into the County Jail in connection with the FY2021 State Criminal Alien Assistance Grant Program for the period 7/1/2019 – 8/31/2023.
- b) Submitting a grant award from U.S. Department of Justice/Office of Justice Programs/Bureau of Justice Assistance in the amount of \$23,756.00 for reimbursement of expenses associated with Foreign Born Inmates booked into the County Jail in connection with the FY2021 State Criminal Alien Assistance Grant Program for the period 7/1/2019 – 8/31/2023.

Funding Source: FY2021 State Criminal Alien Assistance Grant

Item No. 2

Department of Health and Human Services/Community Initiatives Division/Office of Early Childhood,

- a) Requesting authority to apply for grant funds from the Cleveland Foundation in the amount of \$91,029.00 for Improving the Linguistic Environment in Infant and Toddler Classrooms in connection with LENA Grow Program for the period 7/1/2023 - 6/30/2024.
- b) Submitting a grant award with the Cleveland Foundation in the amount of \$91,029.00 for Improving the Linguistic Environment in Infant and Toddler Classrooms in connection with LENA Grow Program for the period 7/1/2023 - 6/30/2024.

Funding Source: Cleveland Foundation

VI – PUBLIC COMMENT

There was no public comment.

VII – ADJOURNMENT

Michael Chambers motioned to adjourn; Leigh Tucker seconded. The motion to adjourn was unanimously approved at 11:20 a.m.

Item Details as Submitted by Requesting Departments

IV. Contracts and Awards

A. – Tabled Items

B. – New Items for Review

BC2023-501

Scope of Work Summary

Department of Public Works is requesting authority to provide payment in the amount of \$75,000.00 to the U.S. Department of the Interior, National Park Service (NPS) to meet its wetland mitigation requirements for the Pleasant Valley Road Bridges (09.03, 09.35 & 09.68) Project over Cuyahoga River in the City of Independence and Village of Valley View.

Pleasant Valley Road Bridges Project will result in the impact to 1.5 acres of wetland within Cuyahoga National Park. As part of the Federal Section 4f process, the County must provide payment to the NPS for the impact. The National Park agreed to a payment of \$50,000 per acre for a total of \$75,000. This amount is based on recent unit costs published on the Stream & Wetland Foundation website within our Region.

The primary goal of this request is to comply with the Federal Section 4f process and provide payment to NPS.

The location of the project is Pleasant Valley Road Bridges (09.03, 09.35 & 09.68) over Cuyahoga River in the City of Independence and Village of Valley View, Cuyahoga County, Ohio.

District 6

Mandated by federal law.

Contractor Information

U.S. Department of the Interior National Park Service
13461 Sunrise Valley Drive, Suite 200
Herndon, VA 20171

Funding

The project is funded by Road and Bridges Fund.

BC2023-502

Scope of Work Summary

The Department of Public Works is requesting approval of a Purchase Order with Valley Ford Truck Inc./for the purchase of a 2023 Ford Truck with Liftgate to replace a 2006 Ford F250 with the anticipated cost of \$57,830.00.

The equipment being purchased will be used by the Department of Public Works Sanitary Division.

This is a replacement vehicle.

Procurement

The procurement method for this purchase is a State of Ohio Contract purchase, resulting in a purchase order in the amount of \$57,830.00.

Contractor and Project Information

Valley Ford Truck Inc.
5715 Canal Road
Cleveland, OH 44125
Brian O'Donnell, President

The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

Project Status and Planning

This purchase is a one-time purchase for a piece of equipment to be used by the Sanitary Division of Public Works.

Funding

The project is funded 100% by the Sanitary Funds, PW715100.
The schedule of payments is by invoice.

BC2023-503

Scope of Work Summary

The Department of Public Works is requesting approval of a contract amendment with Great Lakes Petroleum for fuel services, to extend the contract to June 30, 2024, and to add additional funds in the amount not to exceed \$495,000.00.

Prior Approval Numbers – All via State of Ohio Contract

Original contract - R2020-0055 – 4/1/20 – 3/31/22
First amendment - BC2022-245 – 4/1/22 – 6/30/22
Second amendment – R2022-0215 – 7/1/22 – 6/30/23

This contract allows fuel to be ordered and delivered to County locations for use by the Fleet Division on an as-needed basis.

Procurement

The original procurement method for this contract as well as the amendments was a State Contract government process.

Contractor and Project Information

Great Lakes Petroleum
4500 Renaissance Parkway
Cleveland, Ohio 44128
Jeff Platko / Secretary and General Counsel

Project Status and Planning

The project reoccurs annually and is ongoing.

Funding

This Project is funded by the following:

Timeline

2/21/2023 – Reached out to current vendor (GLP) regarding the State contract status.
2/21/2023 – Started crafting specifications for a bid for fuel, including addressing of the deliverable, insurance requirements, delivery timelines, etc.
3/8/2023 – Connected with Great Lakes Petroleum on the State’s contract.
3/14/2023 – RQ is created, collaboration with Department of Purchasing
4/5/2023 – Checked with State and GLP on contract status.
5/8/2023 – Verified information with the State’s website, RS900619-2 contract will be amended with State of Ohio, GLP and other vendors, nothing has been signed at this time.
5/18/2023 – Obtained confirmation from State of Ohio renewal of fuel contract.
5/19/23 – Requested State contract information from GLP.
6/6/2023 – Created contract amendment for one year (Matrix)
6/7/2023 – Confirmation of budget
6/9/2023 – Requested required documents (again) from vendor (including COI and WC)
6/12/2023 - Received signed amendment from GLP.
6/13/2023 - Received COI & WC from GLP
6/21/2023 – Discrepancy with Infor contract
6/22/2023 – Modifications made to documents and contract.
7/3/2023 – Department of Purchasing reviewed contract.
7/18/2023 – Public Works followed up with Purchasing, advised the amendment was misidentified as a contract cover, told because of amount and County Council summer recess, the contract won’t be approved until September 2023
7/18/2023 – Public Works determined it needed to shift amendment value so it hits BOC, engaged Law for the amendment language
7/19/2023 – Got revised amendment back from Law, sent to the vendor.
7/24/2023 – Followed up with vendor on signed amendment (revision)
7/26/2023 – Vendor sent back revised amendment, contract was not in Public Works queue to resubmit, had to email Purchasing to send back.
8/1/2023 – resubmitted amendment through system

100% Fleet Maintenance Garage Fund - \$495,000.00

The schedule of payments is monthly by invoice.

BC2023-504

Scope of Work Summary

Public Works is requesting approval of a contract with The Brewer-Garrett Company for the anticipated cost of \$17,331.00.

The primary goal of the project is to provide building automation system repairs and upgrades for the Jane Edna Hunter Building, Virgil Brown Building and Board of Election Building by replacing existing AX Jace 6000 equipment with new N4 Jace-8000 systems.

Procurement

The procurement method for this project is an Exemption stemming from the previously approved Public Works Factory Authorized Exemption process with the total value being \$17,331.00.

Contractor and Project Information

The Brewer-Garrett Company
6800 Eastland Road
Middleburg Heights, OH 44130

Project Status and Planning

This is a one-time project.

Funding

The project is funded 100% General Fund
The schedule of payments is by invoice.

BC2023-505

Scope of Work Summary

Department of Information Technology requesting approval of a purchase order with DLT Solutions, LLC for the anticipated cost of \$48,666.80

Pluralsight is a web-based training platform for the HHS IT and IT Web Groups. This application will allow for training to be completed online at desks on a multitude of topics pertaining to current and emerging technologies rather than sending individuals offsite. This training application has been in use since 2019 and DLT Solutions LLC. can provide Cuyahoga County with GSA contract pricing in the amount of \$48,666.80.

The anticipated start-completion dates are 01/31/2023 – 01/30/2024.

The primary goals of the project are providing a web-based training platform for the HHS and DoIT web groups.

This purchase has received CTO approval.

Procurement

The procurement method for this project was joint cooperative purchasing. The total value of the purchase order is \$48,666.80.

DLT Solutions LLC. can provide Cuyahoga County with GSA contract pricing in the amount of \$48,666.80. GSA Contract #GS-35F-267DA expires April 10, 2026.

Contractor and Project Information

DLT Solutions, LLC
2411 Dulles Corner Park, #800
Herndon, Virginia 20171

The account representative for DLT Solutions LLC is Arantxa Balthasar.

Project Status and Planning

The project reoccurs annually.

Time period has already begun. PO is being submitted late as already purchased.

January 6 PO reassigned to new analyst to take over purchase.

January 7 reached out to DLT for FY2023 required purchasing forms.

January 11 reached out to DLT for forms update.

January 22 reached out to DLT for forms update.

January 23 DLT replied they were working on completing forms.

January 27 reached out to DLT for forms update.

January 30 received ICF and Bid Statement. Still need IG registration.

February 1 reached out to DLT regarding IG registration and ethics certification.

February 7 reached out to DLT regarding IG registration and ethics certification.

February 15 reached out to DLT regarding IG registration and ethics certification.

February 22 reached out to DLT regarding IG registration and ethics certification.

March 3 reached out to DLT regarding IG registration and ethics certification.

March 3 DLT replied they are working with the IG office to complete request.

March 12 reached out to DLT regarding IG registration and ethics certification.

March 15 reached out to DLT regarding IG registration and ethics certification.

March 15 DLT replied they had issues with the site and were working with IG to correct.

March 21 reached out to DLT regarding IG registration and ethics certification.

March 21 DLT replied their internal team were finalizing the registration process.

April 10 reached out to DLT regarding IG registration and ethics certification.

April 10 DLT following up with their team to complete the registration.

April 19 reached out to DLT regarding IG registration and ethics certification.

April 19 DLT responded all forms and test submitted and a check was requested to complete the IG payment.

April 27 reached out to DLT to check on IG payment.

May 5 reached out to DLT to check on IG payment.

May 9 DLT responded paperwork was requested from the IG office in order to authorize Cuyahoga County in their system for payment.

May 9 DLT was advised by IG the County would not fill out the paperwork but provided a W9.

May 10 reached out to DLT to check on status of IG payment.

May 16 reached out to DLT to check on status of IG payment.

May 17 reached out to Fiscal to see if County could fill out the requested paperwork. Was told this is not something the Fiscal Office could complete.

May 18 no registration listed on IG website.

June 12 reached out to DLT to check on status of IG payment.

June 15 reached out to IG to check if they were able to complete the paperwork requested by DLT. No registration completed.

June 16 IG confirmed registration not complete.

June 21 IG confirmed no registration completed. Reached out to DLT regarding IG payment. Reminded DLT the County provided them with a W9 and were already an established vendor.

July 3 reached out to DLT regarding IG registration and ethics certification.

July 14 reached out to DLT regarding IG registration and ethics certification.

July 17 DLT replied they needed access to a link from the IG to complete payment via credit card.

July 17 reached out to IG to resend DLT the needed payment link.

July 20 reached out to DLT regarding IG registration and ethics certification. IG confirmed no registration was completed as payment still not received.

July 21 reached out to DLT regarding IG registration and ethics certification payment. DLT replied the payments would be completed via credit card this day.

July 25 received confirmation from DLT and IG office the payment was received and the registration complete.

Funding

The project is funded 100% by the General Fund.

The schedule of payments is once by invoice.

BC2023-506

Scope of Work Summary

Department of Human Resources requesting approval of a contract amendment with GPI Enterprises Inc. for Temporary Employment Services for the anticipated cost not-to-exceed \$161,824.00.

This contract amendment will provide the County with temporary staffing for positions of immediate need during the contract period. The additional cost is anticipated not-to-exceed \$115,000.00 and is a result of higher-than-expected usage by Human Resources and other agencies. This increase will allow Human Resources to continue utilizing temporary services until permanent hires are made in various positions.

The primary goal of the project is to enable the County to bring on temporary employee assistance for positions of need, either for projects or to cover vacancies in under-staffed areas of HR and elsewhere in the County.

Procurement

This amendment is being requested as an RFP was conducted for temporary staffing in 2021. This amendment adds the funding necessary to continue services at the current usage for the remainder of the contract period.

The RFP was closed on June 7, 2021. There was a Diversity participation/goal of 13% SBE, 12% MBE, and 5% WBE. The awarded vendor is a registered MBE with the County. No vendors met the established diversity goal. There were 38 RFPs pulled from OPD, 5 proposals submitted for review, 1 proposal awarded.

Contractor and Project Information

GPI Enterprises Inc.
3637 Medina Road, Suite 60
Medina, OH 44256

The President for the vendor is Christopher Murillo.

Project Status and Planning

This is a contract Human Resources tries to maintain in place annually.

Funding

The project is funded 100% by the General Fund. The schedule of payments is by invoice.

BC2023-507

Scope of Work Summary

Law Department requesting approval for Representation relating to a Contract with a Utility Partner for the anticipated cost of \$20,000.00.

Describe the exact services being provided. The anticipated start-completion dates are 6/6/23, 6/8/23, 6/14/23 and 6/14/23.

The primary goals of the project are:

Carpenter Lipps LLP will advise and assist Cuyahoga County in contract negotiations and/or before state or federal regulatory agencies, legislative bodies, and/or courts of competent jurisdiction in regards to a contract with Cuyahoga County's selected Utility Partner, Compass Energy Platform.

Carpenter Lipps LLP will consult and represent Cuyahoga County for the above- mentioned contract.

Procurement

The procurement method for this project was RPP exemption. The total value of the exemption is \$20,000.00.

If an RFP Exemption is being requested, please list the reason a competitive process was not utilized.

Parties mutually selected an arbitrator.

Contractor and Project Information

Carpenter Lipps, LLP
280 N. High St., Suite 1300
Columbus, OH 43215

The owner for the contractor/vendor is U.S. Equal Employment Opportunity Commission.

Project Status and Planning

The project an occasional service

Funding

The project is funded 100% by the General Fund

The schedule of payments is by invoice.

Title	RQ# N/A – 2023 Clarity Solutions – Medicaid Returned Mail Year – Contract
Department or Agency Name	Cuyahoga Job and Family Services
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council’s Journal Date	Approval No.
O	3277	Clarity Solutions Group	Effective upon signature- 6/30/2024	\$211,615.00	Pending	Pending

Service/Item Description (include quantity if applicable): Clarity Solutions Group is seeking to aid Cuyahoga County Job and Family Services in automating the handling of Medicaid Renewal Packets that are delivered to the county agency as Returned Mail, as well as the outreach to the packets’ intended recipients.
For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: N/A How will replaced items be disposed of? N/A
Project Goals, Outcomes or Purpose (list 3): 1. Maintain coverage for Ohioans while achieving compliance with CMS and ODM requirements. 2. Reduce the amount of time caseworkers would spend on outreach and follow-up. 3. Maximize County focus on the processing of Medicaid eligibility.
If a County Council item, are you requesting passage of the item without 3 readings. <input type="checkbox"/> Yes <input type="checkbox"/> No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)	
Vendor Name and address:	Owner, executive director, other (specify):
Clarity Solutions Group 8675 Scarsdale, Blvd. Powell, Ohio 43065	Mike McCaman, Principal
Vendor Council District:	Project Council District:

N/A	Varies
If applicable provide the full address or list the municipality(ies) impacted by the project.	N/A

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> N/A <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) / 	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain:	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? 	<input type="checkbox"/> Contract Amendment (<i>list original procurement</i>) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, complete section below
<input type="checkbox"/> Check if item on IT Standard List of approved purchase. If item is not on IT Standard List state date of TAC approval: 5/18/2023
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain Not ERP related
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain Not ERP related

FUNDING SOURCE(S): (<i>No acronyms – General Fund, HHS Levy, Capital, etc.</i>). Include % if more than one source 100% Medicaid
Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input checked="" type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input checked="" type="checkbox"/> New Service or purchase	<input type="checkbox"/> Recurring service or purchase
Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and time-line of late submission	
HISTORY:	
N/A	

BC2023-511

Title	RQ# N/A – 2023 Technology Solutions Consultants (TSC) – Medicaid Returned Mail Year – Contract
Department or Agency Name	Cuyahoga Job and Family Services
Requested Action	<input checked="" type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council’s Journal Date	Approval No.
O	CM3402	Technology Solutions Consultant	Effective Upon Signature – 6/30/2024	\$65,500.00	Pending	Pending

Service/Item Description (include quantity if applicable):
Technology Solutions Consultants (TSC) will be providing solutions for Medicaid Return Mail issue. TSC will assist in the automation of Medicaid Renewal Packets that are delivered to the County agency as Returned Mail, as well as the outreach to the packets’ intended recipients
For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement
Age of items being replaced: _____ How will replaced items be disposed of? _____
Project Goals, Outcomes or Purpose (list 3):
<ul style="list-style-type: none"> Complete datacap capture Manage Onbase subscription Partner with Clarity Solutions Group LLC with automating and handling Medicaid Renewal Packets.
If a County Council item, are you requesting passage of the item without 3 readings. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Technology Solutions Consultants 2600 Stratford Chase Circle Columbia, MO 65201	Tom Talamantez, Principal
Vendor Council District:	Project Council District:
N/A	Varies
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) / 	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA), list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain:</i>	<input checked="" type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? 	<input type="checkbox"/> Contract Amendment (<i>list original procurement</i>) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, complete section below	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: 5/18/2023
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain.	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain.	

--

FUNDING SOURCE(S): <i>(No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source</i> 100% Medicaid
--

Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
--

Payment Schedule: <input type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input checked="" type="checkbox"/> Other (please explain): Annually

Provide status of project.

<input checked="" type="checkbox"/> New Service or purchase purchase	<input type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and time-line of late submission
---	--	--

HISTORY:
N/A

BC2023-508

Scope of Work Summary

The Medical Examiners office is requesting approval of a purchase order with Fisher Scientific for the anticipated cost of \$6,256.84.

The primary goal of the project is to purchase various lab supplies for various departments within the MEO. We have had an increase in the number of cases we have been receiving, so the number of supplies needed has increased. The various departments are as follows DNA, Drug Chemistry and Toxicology departments.

The total cost of this purchase is in the amount of \$6,256.84.

Procurement

The procurement method for this project was a STATE Contract. The total of the of the State Contract is \$6,256.84
he procurement method was closed on n/a

Contractor and Project Information

Fisher Scientific
3970 Johns Creek Court, Suite 500
Suwanee, GA 30024

The President and CEO for the vendor is Marc Casper

Project Status and Planning

The project occurs as supplies are needed to process cases.

Funding

The project is funded 100% by the crime lab fund.

The schedule of payments is by invoice.

BC2023-509

Title	<u>HHS 2023: Smartsheet Software Renewal Subscription</u>		
Department or Agency Name	Department of Health and Human Services/Office of the Director		
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input checked="" type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):		

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	23003558	Smartsheet, Inc.,	8/21/2023 to 8/20/2024	\$11,712.33	pending	

<p>Service/Item Description (include quantity if applicable): This is renewal subscription of the software. Qty 25: Users Enterprise Plan plus Pro Support - Licensed Users</p>
<p>For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: _____ How will replaced items be disposed of?</p>
<p>Project Goals, Outcomes or Purpose (list 3): 1.Enhanced Project Management: Smartsheet is a project management tool that enables HHS-IT to collaborate, plan, and track progress effectively. Continuing the investment of this subscription means, continuing to streamline project workflows, continued improvement of task management, and it enhances overall project visibility and accountability. 2. Increased Team Productivity and Efficiency: The software subscription features, such as automated workflows, real-time collaboration, and customizable templates, this helps HHS-IT work more efficiently and productively. It also helps to optimize processes, reduce manual tasks, and improve communication among team members.</p>
<p>If a County Council item, are you requesting passage of the item without 3 readings. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

<p>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</p>	
Vendor Name and address:	Owner, executive director, other (specify):
Smartsheet, Inc., 500 108 th Ave NE, Suite 200 Bellevue, WA 98004	Seller Administrator David O'Brien]

Vendor Council District:	Project Council District:
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. This is an IT standard item *See Justification for additional information.
The total value of the solicitation:	<input checked="" type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain.</i>	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain:</i>	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment (<i>list original procurement</i>) <input type="checkbox"/> Other Procurement Method, please describe:

Is Purchase/Services technology related <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, complete section below	
<input checked="" type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval:
Is the item ERP related? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	
Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. This has always been purchased and budgeted under HHS Levy	
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No, please explain. This has always been purchased and budgeted under HHS Levy	

FUNDING SOURCE(S): (*No acronyms – General Fund, HHS Levy, Capital, etc.*). Include % if more than one source
100% Health and Human Services Levy

Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, In the fields below provide reason for late and time-line of late submission

HISTORY:
This is a yearly renewal subscription. Last year we purchased this under 22003267 (BC2022-487 approved 8/8/2022) a price of \$14,075.00. We contacted the pervious vendor and they no longer resell the service. We contacted Smartsheet directly and they were able to offer a price of \$11,712.33

BC2023-512

Scope of Work Summary

Office of Homeless Services is requesting approval of an amendment to a contract with Case Western Reserve University. This is the first amendment, extending the term to 12/31/23, adding funds in the amount of \$90,000.00, and expanding the scope of work.

This project is not new to the county:

Original contract \$50,000.00 BC2022-305, approved 5/16/22

Case Western Reserve University operates the ChildHood Integrated Longitudinal Data (CHILD) system, is a comprehensive integrated data system used to carry out research and evaluation in order to improve child health and well-being in Cuyahoga County, Ohio. CWRU will use CHILD data to provide OHS with a thorough understanding of cross-system engagement for youth within the CoC system. The expanded scope includes addressing research needs for the Income and Stability (I&S) workgroup for those experiencing homelessness and evaluation of pilot program for youth.

The anticipated start-completion dates are 1/1/23 – 12/31/23.

The primary goals of the project are:

- Gain understanding of cross-system engagement for youth involved with CoC services
- Facilitate improvements to programming and service coordination for youth facing homelessness

Procurement

This contract was awarded using a Subgrant Agreement RFP exemption. OHS was awarded a HUD planning grant during the FY2020 Continuum of Care competition. This grant is designed to improve service coordination across the Homeless Continuum of Care. OHS is issuing subgrants to providers that focus on specific homeless populations/issues. CWRU operates the ChildHood Integrated Longitudinal Data system, which will assist OHS in coordinating services for homeless youth.

Contractor and Project Information

Case Western Reserve University
10900 Euclid Avenue

Cleveland, OH 44106
Council District (06)

The President for the contractor/vendor is Barbara Snyder.

Project Status and Planning
The project reoccurs annually.

2/23/23 – HUD Planning grant funds appropriated.
3/20/23 – Requested budget and updated scope from provider.
4/5/23 – Followed up on scope and budget request.
4/25/23 – Provider submitted budget and scope.
5/2/23 – Submitted Matrix request.
5/5/23 – Sent amendment draft to provider, requested COI and BWC
5/22/23 – Provider returned amendment, requested COI and BWC again.
6/1/23 – Requested COI and BWC from provider.
6/13/23 – Requested COI and BWC from provider.
6/17/23 – Requested COI and BWC from provider.
6/23/23 – COI and BWC submitted.
6/26/23 – Uploaded docs to Matrix
7/10/23 – Insurance correction required, requested from provider.
7/14/23 – Insurance requested.
7/21/23 – Legal approval

Project/Procurement Start Date (date your team started working on this item): 3/20
Date of insurance approval from risk manager: 7/21
Date documents were requested from vendor: 3/20, 4/5, 5/5, 5/22, 6/1, 6/13, 6/17, 7/10, 7/14
The date item was entered and released in Infor: 7/24/23.
Date using department-approved item in Infor: 7/26/23.

Length of processing time in Infor in calendar days: 2

Funding

The project is funded 100% US Department of Housing and Urban Development planning grant funds.

The schedule of payments is monthly by invoice.

This is an amendment to a contract. This is the first amendment, adding funds in the amount of \$90,000, extending the term to 12/31/23, and expanding the scope of work.

C.- Exemptions

BC2023-513

Scope of Work Summary

The Department of Public Works is requesting an Alternative Procurement process that will result in as-needed Purchase Orders to various automotive repair vendors. The County's Fleet Division provides maintenance and repair of critical vehicles and equipment within the County and relies on external vendor partners to provide accident repairs as they're needed.

This Alternative Procurement will allow the Fleet Division to access vendors on an as-needed basis for those vehicle accident repair services in a timely manner that meets the needs of the County.

Procurement

The procurement method being requested is an Alternative Procurement that stemmed from an informal bid that was released. Public Works was able to secure quotes from two vendors and this Alternative Procurement will allow the County to create as-needed purchase orders for those two vendors, for a period of two-years, in the amount of not-to-exceed \$125,000.00.

As Purchase Orders are needed, Public Works will submit those to the County Board of Control for approval, referencing this Alternative Procurement.

Contractor and Project Information

The addresses of all vendors are:

Premier Auto Body & Collision Center, LLC
14100 Brookpark Road
Brookpark, Ohio 44135

Valore's Truck Painting & Body Co.
7590 Bond Street
Solon, Ohio 44139

Project Status and Planning

This is for as-needed accident repair services for the County Fleet Division.

Funding

The project is funded by the County Fleet Division and charged back to County Departments.

The schedule of payments is by invoice.

BC2023-514

Scope of Work Summary

Office of the Medical Examiner - CCRFSL, recommending to amend Board Approval No. BC 2022-571 dated 09/26/2022 which amended Board Approval No BC2021-515, dated 9/20/2021, which amended Board Approval No BC2019-914 12/9/2019 which amended Board Approval No. BC2019-95, dated 2/4/2019, which approved an alternative procurement process resulting in award recommendations to Promega and Life Technologies in the total amount not to exceed \$1,402,392.00 to procure genetic testing kits and other consumable supplies for the period 1/1/2019 – 09/30/2024, for additional funds in the amount not-to-exceed \$244,893.00.

Funding Source: FY2022 DNA Backlog Grant

Funding

The project is funded 100% by the FY22 DNA Backlog Grant

The schedule of payments is by invoice.

BC2023-515

Title	Public Safety & Justice Services; Rescue Task Force; Alternative Procurement Request; 2023 & 2024
Department or Agency Name	Public Safety & Justice Services
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input type="checkbox"/> Amendment <input type="checkbox"/> Revenue Generating <input type="checkbox"/> Purchase Order <input checked="" type="checkbox"/> Other (please specify):

<p>Service/Item Description (include quantity if applicable): Public Safety & Justice Services is seeking approval of an Alternative Procurement process to reimburse municipalities for personnel costs associated with providing personnel to serve as Rescue Task Force (RTF) trainers. The estimated cost of this effort is \$50,000 through 12/31/24.</p> <p>RTF allows emergency medical personnel to deliver triage to victims in the warm zone of an active shooter or mass casualty event while under direct protection of law enforcement.</p>
<p>For purchases of furniture, computers, vehicles: <input type="checkbox"/> Additional <input type="checkbox"/> Replacement Age of items being replaced: _____ How will replaced items be disposed of?</p>
<p>Project Goals, Outcomes or Purpose (list 3):</p> <ol style="list-style-type: none"> 1. Relieve the financial burden on communities for providing RTF trainers 2. Conduct 3 instructor level courses and 6 basic level courses during the period 3. Train 270 first responders during the period
<p>If a County Council item, are you requesting passage of the item without 3 readings. <input type="checkbox"/> Yes <input type="checkbox"/> No</p>

<p>In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)</p>	
Vendor Name and address:	Owner, executive director, other (specify):
Unknown at this time; Municipalities will vary depending on availability of staff	
Vendor Council District:	Project Council District:

Potentially All	All
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date:	Provide a short summary for not using competitive bid process. This Alternative Procurement request is to reimburse municipalities for staff expenses they incur providing trainers for a county-wide initiative. *See Justification for additional information.
The total value of the solicitation:	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) /	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain</i> .	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting ().
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, <i>please explain</i> :	<input type="checkbox"/> Government Purchase
	<input checked="" type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received?	<input type="checkbox"/> Contract Amendment (<i>list original procurement</i>)
	<input type="checkbox"/> Other Procurement Method, please describe:

FUNDING SOURCE(S): (<i>No acronyms – General Fund, HHS Levy, Capital, etc.</i>). <i>Include % if more than one source</i> General Fund
Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input checked="" type="checkbox"/> Invoiced <input type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

HISTORY: BC2021-166: Original approval of Alternative Procurement for period 4/5/21-6/30/23 in the amount of \$50,000 BC2022-755: Increasing budget to \$60,000 and changing the period to end 12/31/22
--

D. - Consent Agenda

BC2023-516

Scope of Work Summary

The Department of Public Works is requesting approval to Amend BC2023-245 dated 4/17/2023 to increase the amount of a Purchase Order with Relmec Mechanical LLC for the additional work performed on PO # 23001651 IBID from April 2023, for Heated Headers.

Upon installation, the Dirt Separator and the pipe it needed to connect to were two different sizes. One was 12" diameter and the other was 10" diameter.

The original cost was \$14,500.00, the cost of the additional work, (dirt separator) was \$3,499 for a new cost of \$17,999.00.

Procurement

The procurement method for this purchase order was originally an Informal Bid process and there was only one bidder.

Contractor and Project Information

Relmec Mechanical LLC
4975 Hamilton Avenue
Cleveland, OH 44114
Bill Neilheiser, CEO

The (owners, executive director, other[specify]) for the contractor/vendor is listed above.

Project Status and Planning

This repair and modification is a one-time purchase for the Facilities Division of Public Works.

Funding

The project is funded 100% by the General Funds, PW750100.
The schedule of payments is by invoice.

BC2023-517

Department of Information Technology, recommending to declare excess County computers and IT Equipment as surplus County-owned property, no longer needed for public use; requesting authority to sell surplus property to Info@Ret3.org. for a fee in the amount of \$1.00 in accordance with EA02012-0001.

Funding Source: Revenue Generating

Agency: Department of IT

Sale of property to:

Info@Ret3.org
 1814 E. 40th Street
 Cleveland, Ohio 44103
 Kenny Kovach-Director

BC2023-517 a)

Court of Common Pleas/Domestic Relations Court - Obsolete Equipment List

<u>CC Tag</u>	<u>Description</u>
72992	UPS Smart 1500
72991	UPS Smart 1500
52245	HP 4250n Printer
No Tag	HP LaserJet P400 Printer
72989	HP LaserJet P1102 Printer
52241	HP LaserJet 1160 Printer
52213	HP 1740 Printer
52260	HP 1740 Monitor
52214	HP 1740 Monitor
52271	HP 1740 Monitor
79923	HP P221 Monitor
79924	HP P221 Monitor
88367	HP P222 Monitor
52208	HP 1740 Monitor
52204	HP 1740 Monitor
52274	HP 1740 Monitor
52262	HP 1740 Monitor
52217	HP 1740 Monitor
68569	HP LA2205 Monitor
82692	Acer Monitor
82753	Acer Monitor
85773	Acer Monitor
82755	Acer Monitor
82691	Acer Monitor
85771	Acer Monitor
82735	Acer Monitor
85774	Acer Monitor
82754	Acer Monitor
70499	ViewSonic Monitor

BC2023-517 b)

R.E.T.3 Marked for Disposal - 8/2/2023

From IT Workroom			
<u>Asset Tag</u>	<u>Serial Number</u>	<u>Manufacturer</u>	<u>Model/Device</u>

78608	CNC249R5DR	HP	LA2206x Monitor
No Tag	CNB9X72507	HP	LaserJet P2035n Printer
78571	CNC249R5H6	HP	LA2206x Monitor
78342	2UA30207B2	HP	Z220 SFF Workstation
78392	2UA30207CQ	HP	Z220 SFF Workstation
80591	2UA4360K79	HP	Z230 SFF Workstation
46429	CNBD48Y0WK	HP	LaserJet 1320tn Printer
78478	5CB3200NHC	HP	8570p Laptop
79489	5CG451461P	HP	ProBook 650 G1 Laptop
80333	5CG546517X	HP	ProBook 650 G1 Laptop
84887	5CG6133H6J	HP	EliteBook 850 G3 Laptop
63169	CN0HN341486438660881	Dell	Latitude-D830 Laptop
83594	5CG5161T3Y	HP	ProBook 650 G1 Laptop

BC2023-518

Title	(RQ# 2941- 2023-24 – Opioid Prevention-Golden Ciphers-AMND 2
Department or Agency Name	Family and Children First Council
Requested Action	<input type="checkbox"/> Contract <input type="checkbox"/> Agreement <input type="checkbox"/> Lease <input checked="" type="checkbox"/> Amendment <input type="checkbox"/> Revenue <input type="checkbox"/> Generating <input type="checkbox"/> Purchase Order <input type="checkbox"/> Other (please specify):

Original (O)/ Amendment (A-#)	Contract No. (If PO, list PO#)	Vendor Name	Time Period	Amount	Date BOC Approved/ Council's Journal Date	Approval No.
O	1672	Golden Ciphers	9/7/2021 – 12/31/2022	\$175,000.00	9/7/2021	BC2021-494
A-1	1672	Golden Ciphers	01/01/2023 – 07/31/2023	\$0.00	2/21/2023	BC2023-102
A-2	1672	Golden Ciphers	08/01/2023 – 7/31/2024	\$0.00	Pending	Pending

<p>Service/Item Description (include quantity if applicable):</p> <p>Service/Item Description (include quantity if applicable): Family and Children First Council, (FCFC), is requesting an Amendment to extend time only with Golden Ciphers. Beginning 8/1/2023, Golden Ciphers will</p>

provide effective and high-quality opioid prevention programs for children ages 12-18 years old in 4 school districts in Cuyahoga County, identified by Family & Children First Council. |

For purchases of furniture, computers, vehicles: Additional Replacement

Age of items being replaced: _____ How will replaced items be disposed of? | _____ |

Project Goals, Outcomes or Purpose (list 3):

- To deliver high-quality, evidence based, culturally competent, opioid prevention training to youth between the ages of 12 – 18 years old.
- To support youth and their families in developing skills and knowledge through training and by providing resources.
- To increase drug resistance skills among school-age youth through the Keeping it R.E.A.L. evidence-based drug prevention program. |

If a County Council item, are you requesting passage of the item without 3 readings. Yes No

In the boxes below, list Vendor/Contractor, etc. Name, Street Address, City, State and Zip Code. Beside each vendor/contractor, etc. provide owner, executive director, other (specify)

Vendor Name and address:	Owner, executive director, other (specify):
Golden Ciphers 4450 Cedar Ave. Apt. 3 Cleveland, OH 44103	Pamela Hubbard, Director
Vendor Council District:	Project Council District:
07	N/A
If applicable provide the full address or list the municipality(ies) impacted by the project.	

COMPETITIVE PROCUREMENT	NON-COMPETITIVE PROCUREMENT
RQ # <i>if applicable</i> <input type="checkbox"/> RFB <input type="checkbox"/> RFP <input type="checkbox"/> RFQ <input type="checkbox"/> Informal <input type="checkbox"/> Formal Closing Date: _____	Provide a short summary for not using competitive bid process. _____ _____ *See Justification for additional information.
The total value of the solicitation: _____	<input type="checkbox"/> Exemption
Number of Solicitations (sent/received) _____ / _____ _____	<input type="checkbox"/> State Contract, list STS number and expiration date <input type="checkbox"/> Government Coop (Joint Purchasing Program/GSA) , list number and expiration date
Participation/Goals (%): () DBE () SBE () MBE () WBE. Were goals met by awarded vendor per DEI tab sheet review? : <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain. _____	<input type="checkbox"/> Sole Source <input type="checkbox"/> Public Notice posted by Department of Purchasing. Enter # of additional responses received from posting (). _____
Recommended Vendor was low bidder: <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain: _____	<input type="checkbox"/> Government Purchase <input type="checkbox"/> Alternative Procurement Process
How did pricing compare among bids received? _____	<input checked="" type="checkbox"/> Contract Amendment (<i>list original procurement</i>) - RFP <input type="checkbox"/> Other Procurement Method, please describe: _____

Is Purchase/Services technology related <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, complete section below	
<input type="checkbox"/> Check if item on IT Standard List of approved purchase.	If item is not on IT Standard List state date of TAC approval: _____
Is the item ERP related? <input type="checkbox"/> No <input type="checkbox"/> Yes, answer the below questions.	

Are services covered under the original ERP Budget or Project? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.
Are the purchases compatible with the new ERP system? <input type="checkbox"/> Yes <input type="checkbox"/> No, please explain.

FUNDING SOURCE(S): <i>(No acronyms – General Fund, HHS Levy, Capital, etc.). Include % if more than one source</i> <i>The project is funded 100% by Health and Human Services Opioid Settlement Funding.</i>
Is this approved in the biennial budget? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No (if “no” please explain):
Payment Schedule: <input type="checkbox"/> Invoiced <input checked="" type="checkbox"/> Monthly <input type="checkbox"/> Quarterly <input type="checkbox"/> One-time <input type="checkbox"/> Other (please explain):

Provide status of project.	
<input type="checkbox"/> New Service or purchase <input checked="" type="checkbox"/> Recurring service or purchase	Is contract late <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes, In the fields below provide reason for late and time-line of late submission
Reason: Several delays occurred during the process of gathering items for the contract.	
Time Line: <input checked="" type="checkbox"/>	6/8/2023
Project/Procurement Start Date (date your team started working on this item)	
Date documents were requested from vendor.	6/13/2023
Date of insurance approval from risk manager.	6/23/2023
Date Department of Law approved Contract.	07/25/2023
Date item was entered and released in Infor.	07/24/2023
Detail any issues that arose during processing in Infor, such as the item being disapproved and requiring correction. This was a master agreement and one vendor no longer wanted to be a part of the contract. There were issues that occurred to have the vendor sign the contract who no longer wanted to be a part of the master agreement. There was an issue with Golden Cipher getting cyber insurance and a waiver had to be requested and approved.	
If late, have services begun? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	
Have payments be made? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (if yes, please explain)	

BC2023-519

(See related items for proposed purchases for the week of 8/14/2023 in Section D above).

V – OTHER BUSINESS

No other Business

VI – PUBLIC COMMENT

VII – ADJOURNMENT