

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 April 30, 2012 10:00 AM

1. Call to Order: The meeting was called to order at 10:20 AM
2. Review and Approve Minutes: Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the minutes were approved. Dave Greenspan abstained.
3. Public Comment: There was no public comment
4. Tabled Items Returned for Review

| Item | Requestor | Description | Board Action |
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| BC2012-108 | Office of Procurement & Diversity | <p>Recommending an award: a) on RQ22653 to Dunbar Armored Inc. (6-2) in the amount of \$120,017.82 for Armed Guard and Armored Truck services for various County departments for the period 6/1/2012 - 5/31/2015. (Deputy Chief Approval No. DC2012-1 - authority to advertise for bids.)</p> <p>Funding Source: 100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Wade Steen seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |

5. New Items for Review

| Item | Requestor | Description | Board Action |
|------------|----------------------------|--|--|
| BC2012-109 | Department of Public Works | <p>Recommending an award on RQ20505 and enter into a contract with Conserve First, LLC in the amount not-to-exceed \$146,000.00 for detailed design, furnishing and installation of renewable energy and sustainability exhibits for the Fairgrounds Energy Center in connection with the County Fairgrounds Wind Turbine Project for the period 4/1/2012 - 7/30/2012. (Executive Approval No. EA2011-0818 - authority to seek proposals).</p> <p>Funding Source:100% General Fund</p> <p>This item was held</p> | <p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p> |
| BC2012-110 | Department of Development | <p>Recommending a payment in the amount of \$160,000.00 to Greater Cleveland Media Development Corporation (doing business as the Greater Cleveland Film Commission) for economic opportunities in Greater Cleveland through support of the multi-media production industry for the period 1/1/2012 - 12/31/2012.</p> <p>Funding Source: 100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |

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| BC2012-111 | County Sheriff | <p>Submitting an amendment to Contract No. CE1000535-02 with Cardinal Health 411, Inc. for pharmaceutical supplies for the period 6/1/2010 - 6/30/2012 to extend the time period to 12/31/2012 and for additional funds in the amount of \$475,000.00.</p> <p>Funding Source: 100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Dave Greenspan seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |
| BC2012-112 | Juvenile Court | <p>Recommending an award on RQ22550 and enter into a contract with PharMed Corporation in the amount not-to-exceed \$310,000.00 for pharmacy services for the Detention Center for the period 4/1/2012 - 3/31/2014. (Contracts and Purchasing Board Approval No. CPB2012-77 - authority to seek proposals).</p> <p>Funding Source: 100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Wade Steen seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |
| BC2012-113 | Department of Public Works | <p>Requesting approval of award and to enter into a contract with CBRE with the anticipated cost of \$267,750.00 for acquisition plus commission on the disposition of properties for the period/anticipated start-completion dates are 06/01/12 to 12/31/14.</p> <p>Funding Source:100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |
| BC2012-114 | Office of Procurement & Diversity | <p>Recommending an award: Prosecutor's Office a) on RQ23470 to Dell Marketing LP in the amount of \$116,592.00 for purchase of Microsoft Enterprise and host exchange licenses for Windows and Server client programs for the period 2/1/2012 - 1/31/2013 (State Contract No.0A07004/ORC 125.04(B))</p> <p>Funding Source:100% General Fund</p> <p>Ed FitzGerald made a motion to approve, Bonnie Teeuwen seconded, the item was approved.</p> | <p><input checked="" type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p> |
| BC2012-115 | Department of Workforce Development | <p>In partnership with City of Cleveland/Cuyahoga County Workforce Investment Board, submitting an amendment to Contract No. CE1000591-01 with United Labor Agency, Inc. for Employment Connection One-Stop operation and/or services to adult job seekers for the period</p> | <p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p> |

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| | | <p>7/1/2010 - 6/30/2012 to change the scope of services, effective 2/6/2012, and for additional funds in the amount not-to-exceed \$84,700.00.</p> <p>Funding Source: 100% Federal Workforce Investment Act (WIA) Funds</p> <p>This item was held.</p> | |
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6. Other Business

- 1) Exemption from Aggregation of Contracts per Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Sections 3.5.a
- 2) Approval of an Alternative Procurement Process per the Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Section 4.4.b.17

| Item | Requestor | Description | Board Action |
|------------|---------------------------|---|--------------|
| BC2012-116 | Department of Development | <p>The Department of Development plans to contract by means of other than full and open competition with various weatherization contractors approved by the State of Ohio.</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change) Background: Cuyahoga County operates a federally funded Home Weatherization Assistance Program, which provides free insulation, heating unit tune-up and repairs, and air leakage control repairs to low-income Cuyahoga County homeowners and renters, outside the city of Cleveland. Approximately 300 single-family and two-family houses are inspected and weatherized each year. County staff follow detailed inspection procedures, required by the State of Ohio, to determine exactly what work is required for each house served under the program. Work is done by qualified contractors trained and approved by the State of Ohio's Department of Development's Office of Community Assistance.. Pricing of Measures: Cuyahoga County staff annually review the price to be paid for standard weatherization measures by comparing a number of sources, including prices paid by comparable public agencies and prices established by bidding larger weatherization projects. Based on this review, Cuyahoga County staff recommend a standard price list, with detailed materials and labor costs to be paid for each unit of service provided, to the State of Ohio. The State of Ohio reviews and approves the price list in writing. Up to \$500 per job of minor work items, not appearing on the price list, may be authorized</p> | |

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| | | <p>by Cuyahoga County staff. Any work item over \$500, not appearing on the price list, is ordered based on the lowest of three written bids from contractors on the approved list.</p> <p>Assignment of Work: Weatherization work orders, prepared by Cuyahoga County staff based on their inspection of the house to be served, are issued to qualified contractors on a rotating basis. Each qualified contractor can have up to 5 work orders open at any time. Contractors with demonstrated capacity to carry out a greater volume of work, based on customer service history, quality of work, and job turn-over rate, may have a greater number of work orders open.</p> <p>Contractor Selection: Contractors must have at least three years experience doing similar work and must possess all required State licenses and training certificates. Cuyahoga County will request State paid training for any contractor having three years experience doing similar work.</p> <p>Contracting Documents: Each qualified contractor must sign a written statement of terms and conditions as prescribed by the State of Ohio and approved by the County Law Director. This statement of terms and conditions is incorporated in each work order issued to the contractor. The statement of terms and conditions will also be signed by the Director of Development. The statement of terms and conditions is not in and of itself a contract, but it becomes part of Cuyahoga County's legal agreement with each contractor for each work order issued.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown The value of work to be done under each work order issued will not exceed \$25,000. The total amount of work issued per year depends on the amount of funding received by Cuyahoga County in that year's weatherization grant from the State of Ohio.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method Weatherization work is highly regulated as to methods, materials, and quality under rules set forth by The State of Ohio's Home Weatherization Assistance Program's Standards. Each job consists of standard measures to be carried out in a standardized manner. The only variation from job to job is the quantity of various measures to be carried out. The price list / work order system has been</p> | |
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| | <p>approved annually by the State of Ohio since 1989. This system allows a high volume of standardized work to be assigned on a rotating basis and done at prices which are reasonable and fair to all contractors.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why. The option of bidding each job to three contractors was considered and rejected because it would consume an unacceptable amount of staff time per job and would cause unacceptable delays in starting and finishing work on each job in this high volume, highly regulated, standardized program. The weatherization program is a production based program with monthly production requirements. Bidding each job would severely impact monthly production goals.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? The measures to be installed are prescribed by the State of Ohio based on County staff's inspection of each house to be served. Contractors are selected based on having three years' experience in insulation or heating, and completing the required State training or possessing the required State license as applicable. All contractors meeting these qualifications will receive work assignments on a rotating basis as set for the above.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid. Cuyahoga County is required to complete a high volume of weatherization jobs each month under its grant agreement from the State of Ohio. In order to meet its monthly quota of jobs, Cuyahoga County must issue work orders quickly when its staff has inspected each house. Job completion is expected to be done within 30 days. Time required for bidding and submitting individual contracts for Contract and Purchasing Board approval would delay service and jeopardize Cuyahoga County reaching its production quotas.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services. County staff will continue to review the price list annually, based on comparison with prices paid for the same measures by similar public agencies.</p> | <p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold</p> |
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| | | This Item was held. | |
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- 7. General Business: There was no general business
- 8. Public Comment: There was no public comment
- 9. Adjournment: Ed FitzGerald made a motion to adjourn, Bonnie Teeuwen seconded, the meeting was adjourned at 10:54 AM