

Cuyahoga County Board of Control  
 County Administration Building, 4<sup>th</sup> Floor  
 July 23, 2012 11:00 AM

1. Call to Order
2. Review and Approve Minutes
3. Public Comment
4. Tabled Items Returned for Review
5. New Items for Review

Item	Requestor	Description	Board Action
BC2012-201	Common Pleas Court	Recommending an award on RQ23518 and enter into a Contract with Reed Elsevier, Inc. in the amount not-to-exceed \$106,920.00 for electronic legal research services for the period 7/1/2012 - 6/30/2015. (Deputy Chief Approval No. DC2012-97 - authority to seek proposals).  Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-202	Common Pleas Court	Corrections Planning Board, submitting a contract with Cleveland Municipal Court in the amount not-to-exceed \$218,360.00 for the Domestic Intervention, Education and Training Program for the period 7/1/2012 - 6/30/2013.  Funding Source: 100% Ohio Department of Rehabilitation and Corrections FY2013 Community Correction Act grant	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-203	Department of Development	Submitting an agreement with City of Bedford in the amount not-to-exceed \$150,000.00 for the Neighborhood Stabilization 3 Municipal grant Program for the period 7/1/2012 - 6/30/2013.  Funding Source: 100% Neighborhood Stabilization 3 Municipal grant	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-204	Department of Development	Submitting an agreement with City of Lakewood in the amount not-to-exceed \$269,720.46 for administration of FY2004, 2006 and 2011 HOME Program for the period 5/1/2012 - 12/31/2013.  Funding Source: 100% Neighborhood Stabilization 3 Municipal grant	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-205	Department of Health & Human Services	Recommending an award on RQ22942 and enter into a contract with Project: Learn, Inc. in the amount not-to-exceed \$201,000.00 for adult basic educational services for inmates at the County Corrections Center for the Office of Reentry for the period 5/1/2012 - 4/30/2015.  Funding Source: 100% Health and Human Service Levy Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold

BC2012-206	Department of Health & Human Services	Division of Employment & Family Services, submitting an amendment to Contract No. CE1100370-01 with Early Childhood Options of University Circle for Neighborhood Family Service Centers child care drop-in-services for the period 7/1/2011 - 6/30/2012 to extend the time period to 6/30/2013 and for additional funds in the amount not-to-exceed \$119,630.00.  Funding Source: 100% Federal TANF funding.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2012-207	Juvenile Court	Submitting an amendment to Agreement No. AG1000186-02,03 with University of Cincinnati for design and development of the Cognitive Behavioral Therapy Training Model for the Day Reporting Program for the period 3/1/2010 - 6/30/2012 to extend the time period to 12/31/2013 and for additional funds in the amount not-to-exceed \$63,375.00.  Funding Source: 100% Title IV-E Revenue Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. Other Business
7. General Business
8. Public Comment
9. Adjournment

**Minutes**

Cuyahoga County Board of Control  
County Administration Building, 4th Floor  
July 16, 2012 11:00 AM

1. Call to Order: The was called to order at 11:04 AM: Julian Rogers sat in for Pernel Jones, Jr., C. Ellen Connally sat in for Michael Gallagher.
2. Review and Approve Minutes: Ed fitzGerald made a motion to approve, Dale Miller seconded the minutes were approved as written.
3. Public Comment: There was no public comment
4. Tabled Items Returned for Review
5. New Items for Review

BC2012-197 Department of Health and Human Services Community Initiatives Division/Family and Children First Council, submitting an agreement with The Ohio State University in the amount not to-exceed \$250,000.00 for Youth Advisory Committee services for the period 5/1/2012 - 4/30/2014.  
Funding Source: 100% Health and Human Services Levy

This item was held

- Approve  
 Disapprove  
 Hold

BC2012-198 Department of Public Works

a) submitting an amendment (Subsidiary No. 3) to Contract No. CE1100149-01 with Liberta Construction Company for repair and resurfacing of Sprague Road from York Road to State Road in the Cities of North Royalton and Parma for additional funds in the amount not-to-exceed \$89,241.60.

b) recommending to accept the project as complete and in accordance with plans and specifications; requesting authority to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: 80% Federally Funded, 10% County using the \$5.00 Vehicle License Tax Fund and 10% City of North Royalton and Parma

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve  
 Disapprove  
 Hold

BC2012-199 Office of Human Resources Submitting an amendment to Contract No. CE0900458-03 with Employee Benefits International, Inc. for consultant services for various healthcare initiatives for the period 5/1/2009 - 4/30/2012 to extend the time period to 7/31/2012 and for additional funds in the amount of \$180,000.00.

Funding Source: 100% Regular Hospitalization Fund

This item was held

Approve  
 Disapprove  
 Hold

## 6. Other Business

Exemption from Aggregation of Contracts and Grant Application Program per Cuyahoga County Board of Control, Contracting and Purchasing Procedures Ordinance, Sections 3.5.a and 4.4.17

BC2012-200 Department of Development Submitting an exemption from aggregation of contracts, which will result in an award recommendation on RQ24211 to Paragon CMS in the amount of \$25,840.00 for Lead Remediation for property located at 13809 - 13811 Beaumont Avenue, East Cleveland, in connection with the FY2010 Lead-Based Paint Hazard Control and Lead Hazard Reduction Demonstration Grant Program for the period 7/16/2012 - 9/15/2012.

### 1. Description of Supplies or Service

This contract covers Lead Hazard Remediation services at 13809 & 13811 Beaumont Ave (up & dwn) East Cleveland, OH.

2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)

The contract amount is \$25,840. The contract is 100% funded by U.S. Department of Housing and Urban Development Lead Hazard Remediation Grant funds passed through the Cuyahoga County Board of Health to Cuyahoga County.

### 3. Rationale Supporting the Use of the Selected Procurement Method

(include state contract # or GSA contract # and expiration date)

Competitive bidding was carried out by the Department of Development as usual for Lead Hazard Remediation services. The lowest bidder of three qualified bidders for this job was Paragon CMS.

4. What other available options and/or vendors were evaluated? If none, include the reasons why.

All Lead Abatement Contractors registered with Cuyahoga County were asked to bid, and the lowest of three bids was selected.

5. What ultimately led you to this product or service? Why was the recommended vendor selected?

Lead Hazard Remediation services are carried out based on a standard Lead Risk Assessment by Cuyahoga County Board of Health. The lowest of 3 bids from qualified contractors registered with Cuyahoga County was selected.

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.

Since Lead Hazard Remediation bids rarely come in over \$25,000, and since the informal bidding process used by the Department of Development ensures full and open competition among all Lead Abatement Contractors

registered with Cuyahoga County, nothing would be gained by repeating the bidding process.

Additionally, with the health of the young children at risk

due to exposure to lead paint, delay for bidding would cause a health risk.

7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.

Since the Department of Development already uses a sealed bid process with at least three bids required from qualified contractors, the current informal bid process will be continued except for very large jobs.

Ed FitzGerald made a motion to approve, Dale Miller seconded, the item was approved.

Approve

Disapprove

Hold

7. General Business: Ed FitzGerald stated that he would like the Fiscal Office to complete a memo confirming the prohibition of starting contracts without requisite approval.

8. Public Comment: There was no public comment

9. Adjournment: Ed FitzGerald made a motion to adjourn, Dale Miller seconded, the meeting was adjourned at 11:35 AM.

### **New Items**

BC2012-201 Common Pleas Court

SUMMARY OF REQUESTED ACTION:

Recommending an award and awarding a contract on RQ23518 to Reed Elsevier, Inc. (LexisNexis) in the amount of \$106,920.00 for electronic legal research services for the period July 1, 2012 through June 30, 2015. (Resolution No. DC2012-97 - authority to seek proposals.)

#### **A. Scope of Work Summary**

1. Common Pleas Court and Juvenile Court are submitting a recommendation for award and an award on RQ23518 for Electronic Legal Research Services for the period July 1, 2012 through June 30, 2015 for the amount not to exceed \$106,920.00.

2. This award secures electronic legal research services for approximately 100 Common Pleas Court professionals, including our 34 Judges, and a number of staff of Juvenile Court who are tasked with investigating and researching any and all legal documentation pertaining to civil and criminal law and cases within the Courts' purview.

3. Not applicable

#### **B. Procurement**

1. The Court issued RFP 23518 seeking proposals for electronic research services. Our RFP was limited to the two qualified vendors and at our request, Law Director Makhoul approved the procurement process because of the limited number of qualified vendors. The e-mail correspondence is attached to this agenda item.

2. The above procurement was closed on June 14, 2012 with zero SBE or DBE participation/goal.
3. There were two proposals pulled from OPD, two proposals submitted for review. One bid awarded. Letters of intent sent to both bidders.

#### C. Contractor and Project Information

1. Reed Elsevier, Inc.

2 Newton Place, Suite 350  
Newton, Massachusetts 02458  
through its LexisNexis Division  
9443 Springboro Pike  
Miamisburg, Ohio 45342

Council District is not applicable to this award.

2. Erik Engstrom, Chief Executive Officer

Mark Armour, Chief Financial Officer

Anthony Habgood, Chairmen

3a.) These electronic legal services are web-based and accessible by an authorized user from any computer. Searches can be conducted from the office, home or any remote location.

3b.) Not applicable.

#### D. Project Status and Planning

1.) This service is an ongoing necessity.

2.) There are no phases. Access for authorized users shall be immediate on the first date of the awarded contract.

3.) Not applicable.

4.) Not applicable.

5.) Not applicable.

#### F. Funding

1.) The service is funded 100% by the General Fund.

2.) The schedule of payments is monthly.

3.) Not applicable.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Purpose/Outcomes:

To allow authorized staff access to electronic legal research to accurately complete all necessary documents pertaining to any and all court business.

Principals at Reed Elsevier, Inc.:

Erik Engstrom, Chief Executive Officer

Mark Armour, Chief Financial Officer

Anthony Habgood, Chairman

BC2012-202 Common Pleas Court

SUMMARY OF REQUESTED ACTION:

Submitting a contract with Cleveland Municipal Court in the amount not-to-exceed \$218,360.00 for professional services to the Community Correction Act Domestic Violence grant for offenders mandated by court order to receive domestic violence education for the period July 1, 2012 through June 30, 2013 (FY 2013).

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board requesting approval of a contract with Cleveland Municipal Court for the anticipated cost not-to-exceed \$218,360.00. The anticipated start-completion dates are 07/01/2013- 06/30/2013.
2. The primary goals of the project are (list 2 to 3 goals).
  - a. To reduce domestic violence
  - b. To ensure collaboration with the justice system, human service providers and shelters to end violence
  - c. To assure safety of the partners of participants in the program
  - d. To teach offenders alternatives to abuse behavior.

B. Procurement

3. The proposed contract is with another political subdivision and in prior contracts periods was exempt from competitive bidding. The award to Cleveland Municipal Court is made pursuant to Ohio Revised Code 307.86 (C).

C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):Cleveland Municipal Court1200 Ontario Street  
Cleveland, Ohio  
44113  
Council District Downtown
2. The Hon. Ronald B. Adrine is the Presiding and Administrative Judge for the contractor.

D. Project Status and Planning

1. The project reoccurs annually.
4. The project's term has already begun. The reason there was a delay in this request is the award letter was received late and the subsequent Executive Approval was not heard until June 18, 2012.

E. Funding

1. The project is funded 100% by the Ohio Department of Rehabilitation and Corrections FY2013 Community Correction Act grant funding. 2. The schedule of payments is monthly by invoice.

BC2012-203 Department of Development

SUMMARY OF REQUESTED ACTION:

Title: Development 2012 City of Bedford Agreement NSP 3 Municipal Grant.

A. Scope of Work:

Department of Development requesting approval of an agreement with the City of Bedford for \$150,000.

The anticipated start completion dates are: July 1, 2012 - June 30, 2013.

Primary goals of the project are: Acquire, rehabilitate and resell, vacant, abandoned, foreclosed single family homes in accordance with NSP 3 guidelines in the City of Bedford.

B. Procurement

The procurement method for this project was an informal request for proposal, administered by the Department of Development and circulated to the NSP 3 eligible political subdivisions.

The total value of the NSP 3 RFP was \$1,150,000.00

The information request for proposal closed on May 27, 2011.

In accordance with Ordinance #02011-0046 Section 4.4(b)9 the contract is exempt from competitive bidding as the City of Bedford is a political subdivision of the State of Ohio. The proposed agreement received Justification for Other than Full and Open Competition approval on December 14, 2011. The approval letter is attached for review.

#### C. Contractor and Project Information

City of Bedford

Michael Mallis

Director, Economic Development

165 Center Road

Bedford, Ohio

#### C. Ellen Connally, County Council- District 9

Mayor Daniel S. Pocek

City of Bedford, Ohio

165 Center Road

Bedford, Ohio

Project location: City of Bedford

County Council District: 9 C. Ellen Connally

#### D. Project Status and Planning

The project is part of the Neighborhood Stabilization Program funding and will not recur.

The project's term has already begun the delay was caused by negotiations with the City of the terms, obtaining signatures and required approvals.

#### F. Funding

The project is funded 100% by Neighborhood Stabilization Program 3 funding.

The schedule of payments is by draw request.

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

Cuyahoga County received a formula-based allocation of federal Neighborhood Stabilization Program (NSP3) funds from the Department of Housing and Urban Development (HUD). Cuyahoga County developed a plan to use this funding to advance its place-based community development strategy by selectively targeting neighborhoods with significant numbers of vacant, abandoned, and foreclosed houses for interventions to stabilize property values and restore the private for-sale housing market.

The County Executive approved the application, acceptance and expenditure of the federal NSP3 grant award on March 1, 2011. As part of its targeted strategy, the Department of Development issued a Request for Proposals to cities with eligible neighborhoods, and recommended grants to municipalities submitting the strongest proposals based on objective review on a 100-point scale.

Council approved the department's recommendation to award 5 municipal grants August 9, 2011. One of these awards is to the City of Bedford, They propose new construction of a single-family home and rehabilitation of several foreclosed, blighted homes in their historic Presidential District.

BC2012-204 Department of Development

SUMMARY OF REQUESTED ACTION:

Department of Development requesting approval of an agreement with the City of Lakewood for \$269,720.46.

A. The anticipated start-completion dates are: May 1, 2012 - December 31, 2013.

The primary goals of the project are to provide the city with its allocation of federal HOME funds to perform HOME qualified activities and administration.

The project is mandated by the U.S. Department of Housing and Urban Development.

B. Procurement:

City of Lakewood is a political subdivision of the State of Ohio and is a member of the Cuyahoga HOME Consortium as approved by the U.S. Department of Housing and Urban Development. As such, the City of Lakewood is entitled to an allocation of HOME funds received and administered by the Cuyahoga County Department of Development. No other entity has the right or privilege to the City of Lakewood's allocation of HOME funds.

The proposed agreement received an exemption on May 2, 2012. The approval is attached for review.

C. Contractor and Project Information:

City of Lakewood

12650 Detroit Ave

Lakewood, Ohio 44107

County Council District 2

Michael P. Summers, Mayor

The address of the project is the City of Lakewood.

The project is located in County Council District 2.

D. Project Status and Planning:

The project recurs annually as federal HOME funds are allocated.

The project's term has already begun. The reason for the delay is the negotiation of terms with the city and approval before the project can be submitted for county approval.

F. Funding:

The project is funded 100% with federal HOME funds.

The schedule of payments is reimbursement as expenses are submitted.

PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

To provide the City of Lakewood with their allocation of federal HOME funds to perform HOME qualified activities and administration.

BC2012-205 Department of Health & Human Services

SUMMARY OF REQUESTED ACTION:

Recommending an award on RQ22942 to Project: Learn, Inc. in the amount of \$201,000.00 for Adult Basic Education and GED test services in the Cuyahoga County Jail for the period May 1, 2012 through April 30, 2015 (Resolution No. DC2012-26 authority to seek proposals.)

A. PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):



The primary goals of the project are to provide the Education First (EF) Program to inmates within the Cuyahoga County Corrections Center (County Jail). Education First will offer these specific activities:

- Educational Assessment (orientation and testing prior to placement);
- Instruction (basic skills and GED classes)
- Educational Guidance (supportive services upon release)
- Educational Materials (workbooks, tests, pens, paper, supplies)
- GED Exam (administration of Official GED Test)
- Reporting (billing, evaluation and performance outcomes)

B. The procurement method for this project was RFP. The total value of the RFP is \$201,000.00. The RFP was closed on April 24, 2012. There is a 0% SBE and a 0% DBE participation goal. There was 1 proposal pulled from OPD, submitted for review and approved.

C. The address of the vendor is:

Project:LEARN, Inc.  
2728 Euclid Avenue #400  
Cleveland, OH 44115  
Council District 7 Project is also in District 7

Executive Director: Richard Peterson

F. This is an existing project.

Funding: 100% HHS Levy

BC2012-206 Department of Health & Human Services

SUMMARY OF REQUESTED ACTION:

Title: Employment & Family Services; 2012-2013

Early Childhood Options of University Circle

Contract: CE1100370-01; Child Care Drop-In Service at the Virgil E. Brown NFSC, 1641 Payne Ave, Cleveland, OH 44114

A. Scope of Work Summary

1. EFS is requesting approval of an amendment with Early Childhood Options of University Circle for the cost of \$119,630.00 and the contract period of 7/1/2012 to 6/30/13.

2. The primary goals of the project are:

- To provide care for children in a safe, healthy and well-maintained environment with state of the art, age appropriate equipment and materials for parents coming to VEB for interviews with NFSC staff.
- To staff the center with trained credentialed professionals, experienced with all age groups and able to work with special needs children.

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP was \$150,000.00.

2. The above procurement method was closed on April 1, 2011.

3. The proposed amendment received an OPD approval to proceed on 4/4/2012. The approval letter is attached for review.

C. Contractor and Project Information

1. The address of vendor:

Early Childhood Options of University Circle  
4614 Prospect Ave, Suite 240  
Cleveland, OH 44103  
Council District 08

2. The Chief Executive Officer for the vendor is Gloria Sutton, CEO, (Nonprofit Organization)

3.a.The location of the project is:

V.E. Brown NFSC  
1641 Payne Ave  
Cleveland, OH 44114

3. b. The project is located in Council District 07

D. Project Status and Planning

1. The project reoccurs annually.

2. NA

3. NA

E. Funding

1. The project is funded 100% by Federal TANF funding.

2. The schedule of payments is monthly by invoice.

3. The project is an amendment to a contract. This amendment changes the value to \$256,235.41 and extends the term to June 30, 2013 and is the 1st amendment of the contract.

BC2012-207 Juvenile Court

SUMMARY OF REQUESTED ACTION:

A. Scope of Work Summary

1. Juvenile Court is requesting approval of an amendment to an agreement with University of Cincinnati for the period March 1, 2010 – June 30, 2012, to extend the time until December 31, 2013, with additional funds in the not-to-exceed amount of \$63,375.00.

2. The primary goals of this project are to provide training and coaching to Court staff in the Effective Practices in Community Supervision (EPICS) model. This service will allow for additional training to be received, for newly hired Court staff to be trained, and for a “train the trainer” course to be taught. This “train the trainer” training will allow the EPICS model to sustain as new staff are added.

3. N/A.

B. Procurement

1. The procurement method for this project was government purchase. The total value of this amendment is \$63,375.00.

2. N/A; There was no SBE or DBE participation/goal.

3. The original agreement was approved as a government purchase.

C. Contractor and Project Information

1. University of Cincinnati  
University Hall, Suite 530  
51 Goodman Drive  
Cincinnati, Ohio 45221-0222  
Council District: N/A

2. University of Cincinnati, College of Education, Criminal Justice and Human Services Correction Institute is a state institution of higher education organized under ORC 3361. Lawrence Johnson, Dean
- 3.a. The location of the trainings is at various Juvenile Court buildings.
- 3.b. N/A

#### D. Project Status and Planning

1. This amendment is an extension of the training for the presently utilized EPICS model. This amendment also extends the training to include a “train the trainer” training, so that the model can be sustained internally in the future.
2. N/A
3. N/A.
4. The project term will begin on July 1, 2012. The reason for the delay was waiting for the agreement to be returned.
5. N/A

#### E. Funding

1. The project is funded 100% by Title IV-E Revenue Funds.
2. The schedule of payments is by invoice.
3. The project is an amendment to an agreement. This amendment extends the time until December 31, 2013, with additional funds in the not-to-exceed amount of \$63,375.00, and this is the 4th amendment of the agreement. The history of the amendments are:  
2010, \$0.00  
2011, \$111,600.00  
2011, \$0.00

#### PURPOSE/OUTCOMES - PRINCIPAL OWNER(S):

This amendment will change the contract's scope of services by allowing for additional training needed for staff, as well as initial training for staff that have been hired since the training began. In addition, the Court is including a “train the trainer” training, so that the EPICS model can be sustained as new staff are added. Other Business