

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 November 5, 2012 11:00 A.M.

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

Item	Requestor	Description	Board Action
BC2012-305	Department of Information Technology	Submitting a contract with Rimini Street, Inc., sole source, in the amount not-to-exceed \$116,858.00 for maintenance and support services for SAP Human Capital Management system for the period 10/31/2012 - 10/30/2014. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold

5. New Items for Review

Item	Requestor	Description	Board Action
BC2012-306	Common Pleas Court	Recommending an award on RQ24118 and enter into a contract with University Hospitals Case Medical Center in the amount of \$212,000.00 for forensic psychiatry evaluation services for the period 9/1/2012 - 6/30/2015. Funding Source: 100% General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-307	Department of Health and Human Services	Community Initiatives Division/Office of Homeless Services, recommending an award on RQ25169 to Stella Maris, Inc. in the amount not-to-exceed \$130,000.00 for shelter, alcohol and drug treatment services for homeless men for the period 11/1/2012 - 6/30/2013. Funding Source: 100% Health & Human Services levy	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2012-308	Department of Health and Human Services	Community Initiatives Division/Office of Homeless Services, recommending awards to various providers on RQ24675 for Emergency Shelter Grant Program for the period 9/1/2012 - 8/31/2013: (Deputy Chief Approval No. DC2012-121 - authority to seek proposals.) a) Care Alliance in the amount of \$15,000.00. b) Cleveland Mediation Center in the amount of \$48,774.00 c) Family Promise of Greater Cleveland Emergency Shelter in the amount of \$14,625.00. d) Family Promise of Great Cleveland in the amount of \$25,500.00.	

		<p>e) Transitional Housing, Inc. in the amount of \$23,000.00.</p> <p>f) Volunteers of America of Greater Ohio in the amount of \$15,000.00.</p> <p>g) West Side Catholic Center in the amount of \$39,850.00.</p> <p>h) YMCA of Greater Cleveland in the amount of \$12,000.00.</p> <p>Funding Source: 100% Emergency Shelter Grant Program dollars.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2012-309	Department of Health and Human Services	<p>Community Initiatives Division/Family & Children First Council, submitting a grant agreement with the Alcohol and Drug Addiction and Mental Health Services Board of Cuyahoga County in the amount not-to-exceed \$282,526.03 for administration of the Family Centered Services and Supports grant program for the period of 7/1/2012 -6/30/2013.</p> <p>Funding Source: 100% grant funded (combination of federal child welfare dollars and state general revenue funds from ODMH, ODADAS, ODYS, and ODODD)</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2012-310	Department of Public Works	<p>1) Pursuant to the Cuyahoga County Contracting and Purchasing Procedures Ordinance, Section 4.4.b.16, requesting an exemption from the requirements of competitive bidding, that an alternative procurement process would be advantageous to the County to enter into a contract with a vendor (TBD) for roof repair at the Courthouse Square Building.</p> <p>2) Requesting authority to enter into a contract with a vendor (TBD) for roof repair at the Court House Square Building in the amount not-to-exceed \$350,000 with the anticipated start and completion dates of November 2, 2012 through December 20, 2012.</p> <p>Funding Source: 100% General Fund</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract term and/or scope change)</p> <p>The Department of Public Works is seeking proposals to repair the roof of the Courthouse Square Building. The damaged occurred as the result of the storms and severe weather that occurred during the week of October 29,</p>	

		<p>2012.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted amount and additional amount, if any)</p> <p>The estimated cost to replace the roof Courthouse Square is \$350,000. Additional internal damage may have occurred and may not be apparent yet.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract# or GSA contract# and expiration date)</p> <p>The procurement method for this contract was an informal bid and two hour online posting. Multiple contractors were contacted to request informal bids for the repairs, but give the extent of the damage as well as the availability of roof contractors, the County has elected not to complete a formal bid process.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Posting on BuySpeed online opened the process to all vendors registered for this service.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The selected vendor proposed the best price and was available to begin work immediately.</p> <p>6. Provide an explanation of unacceptable delays in fulfilling the County's need that would be incurred if award was made through a competitive bid.</p> <p>There is flooding on the seventh floor of the building, so the repairs need to be started immediately. Delay would lead to additional damage to County property and equipment, as well as disruption of work efforts.</p> <p>7. Describe what future plans, if any, the County can take to permit competition before any subsequent purchases of the required supplies or services.</p>	<p>____ Approve</p>
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		The impact of the severe weather could not have been accurately predicted, so there were no contracts in place to provide emergency roof repair.	<input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
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- 6. Other Business
- 7. Public Comment
- 8. Adjournment

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor
October 29, 2012 11:00 A.M.

- 1. Call to Order: The meeting was called to order at 11:09 A.M.

Attendees: Fiscal Officer Wade Steen
Councilman Michael J. Gallagher
Councilman Dale Miller
Councilman Pernel Jones, Jr.
Director Bonnie Teeuwen
Director Lenora Lockett
Clerk of the Board of Control David Merriman

County Executive Edward FitzGerald was unavailable. Wade Steen chaired the meeting.

- 2. Review and Approve Minutes: Wade Steen 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 - There were no tabled items.
- 5. Scheduled Items for Review

BC2012-304

Department of Public Works, recommending an award on RQ22588 and enter into a Contract with Palmer Engineering Co. in the amount not-to-exceed \$370,760.00 for consultant engineering services in connection with the replacement of Cedar Road Bridge No. 229.

Funding Source: 100% by County Road and Bridge funds.

Wade Steen made a motion to approve, Pernel Jones Jr. seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-305

Department of Informaion Technology, submitting a contract with Rimini Street, Inc., sole source, in the amount not-to-exceed \$116,858.00 for maintenance and support services for SAP Human Capital Management system for the period 10/31/2012 - 10/30/2014.

Funding Source: 100% General Fund

Approve
 Disapprove
 Hold

7. Other Business - None
8. Public Comment – There was no public comment.
9. Adjournment – Wade Steen made a motion to adjourn, Dale Miller seconded, the meeting was adjourned at 11:20 A.M.

Tabled Items Returned For Review

BC2012-305

Title: Department of Information Technology requesting approval of a contract with Rimini Street, Inc., for SAP System support Services related to the porper operation of CAP R3 System.

A. Scope: Contract for SAP System Support for R3 version of SAP at HR, in the amount of \$116,853.00, for the time period of 9/30/12 - 12/31/14.

B. Procurement: Sole Source

C. Contractor: 1. Rimini Street, Inc.
7251 West Lake Mead Blvd, Suite 300,
Los Vagas, Nevada 89128
2. Owner: Adam Street and Thomas Shay - Partners

D: NA

E. Funding: IS691055 0263

New Business

BC2012-306

Common Pleas Court, recommending an award and awarding a contract on RQ24118 to University Hospitals Case Medical Center in the amount of \$212,000.00 for forensic psychiatric evaluation services for the period September 1, 2012 through June 30, 2015. (DCA Approval on July 2, 2012 - authority to seek proposals.)

A. Scope of Work Summary

1. Common Pleas Court is submitting a recommendation for award and an award on RQ24118 for Forensic Psychiatric Evaluation Services for the period September 1, 2012 through June 30, 2015 for the amount not to exceed \$212,000.00.

2. This award secures sixteen hours per week of forensic psychiatric evaluation services performed by fellows from University Hospitals Case Medical Center.

3. Not applicable

B. Procurement

1. The total value of the RFP is \$212,000.00. The Court issued RFP 24118 seeking proposals for forensic psychiatric services. Our RFP was mailed to ten (10) qualified vendors.

2. The above procurement was closed on August 6, 2012 with zero SBE or DBE participation/goal.

3. There was only one proposal pulled from OPD, one proposal submitted for review. One bid awarded. Letter of intent sent to University Hospitals Case Medical Center.

C. Contractor and Project Information -

1a. All services provided in the Court's Psychiatric Clinic JC 6th Floor

1a. University Hospitals Case Medical Center

11100 Euclid Avenue

Cleveland, OH 44106

1b. Council District is not applicable to this award.

2a. Eric Bieber, Chief Medical Officer

2b. January 11, 2012

D. Project Status and Planning

1.) This project reoccurs annually.

2.) There are no phases.

3.) Not applicable.

F. Funding

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

2.) The schedule of payments is annually.

BC2012-307

Community Initiatives Division/Office of Homeless Services, recommending an award on RFP 25169 to Stella Maris, Inc. in an annual amount of \$195,000 for a total of a three year period; completing the 8 months of the current year contract period, and then, as funds are authorized by the County Executive and County Council, 24 additional months. (Resolution No. DCA 2012 - authority to seek proposals.)

A. Scope of Work Summary

1. OHS requesting approval of an award to, and authority to enter into a contract with, Stella Maris, Inc. as a result of RFP 25169; for the anticipated annual cost of \$195,000. The award recommendation covers a 36 month period, 7/01/2012 - 6/30/2015, less the four months of July 1, 2012 - October 31, 2012, covered by an approved, RFP contract exemption to maintain services while the RFP was being conducted. The Contract award for the remaining 8 months of the contract period (11/01/2012 - 6/30/2013) would be in the amount of \$130,000.

The recommended annual contract amount of \$195,000 for the remaining 24 months of the recommended award period is contingent upon budget authorization by the County Executive and County Council.

2. The primary goals of the project are a) to provide shelter to 20 homeless, indigent, chemically addicted men, referred by Coordinated Assessment and Intake, at a point in time; b) to provide

intensive alcohol and drug treatment services on an outpatient basis to the clients; and c) promote stable housing and employment for persons leaving the program.

3.N/A

B. Procurement

- 1.The procurment method for this award recommendation was an RFP. The value of the RFP was \$195,000.
2. RFP 25619 closed on 10/02/12. There were no SBE or DBE participation goals.
3. Over 35 copies of the RFP were mailed to non profit providers of shelter and/or AOD treatment services, as well as being posted on the OPD website. Only one (1) bid was submitted in response. This bid was reviewed and scored 91/100 possible points.

C. Contractor and Project Information

1. The proposed Contractor for this award is
Stella Maris, Inc.
1320 Washington Avenue
Cleveland, OH 44113
Council District # 7
2. Dennis Madden is the Interim Executive Director. The Executive Director, Margaret Roche, is on an extended medical leave.
3. See #1 above.

D. Project Status and Planning

1. The Award recommendation is for an activity that has been provided annually since FY 2008.
2. N/A
3. and 4. The Award Recommendation and request to approve authority to contract for the service is on a critical path for the following reasons: a) the award period started on July 1, 2012; b) in order to maintain services, a contract amendment was approved which expires on 10/31/12; c) during the amendment period, a Sole Source exemption had been requested but denied, necessitating the need to do an RFP process; d) the RFP process has been expedited, but the current contract will expire prior to the Award recommendation and new contract being approved.

E. Funding

1. The project is funded 100% by the General Fund/ Health & Human Services levy.
2. The vendor is reimbursed on a monthly basis, by submitting invoices to the OHS.
3. N/A

Title: Department of Information Technology requesting approval of a contract with Rimini Street, Inc., for SAP System support Services related to the porper operation of CAP R3 System.

A. Scope: Contract for SAP System Support for R3 version of SAP at HR, in the amount of \$116,853.00, for the time period of 9/30/12 - 12/31/14.

B. Procurement: Sole Source

C. Contractor: 1. Rimini Street, Inc.
7251 West Lake Mead Blvd, Suite 300,
Los Vagas, Nevada 89128

2. Owner: Adam Street and Thomas Shay - Partners

D: NA

E. Funding: IS691055 0263

BC2012-308

Recommending awards on RFP 24675 to various providers in various amounts to provide emergency shelter services allowable through the Emergency Shelter Grant program, for the period September 1, 2012 - August 31, 2013; and to execute contracts with the providers.

A. Scope of Work Summary

1. Office of Homeless Services requesting approval of RFP award recommendations and authority to enter into contracts with the following providers:

<u>Agency</u>	<u>Amount</u>	<u>Term</u>
Care Alliance	\$15,000	9/01/2012 - 8/31/2013
Cleveland Mediation Center	\$48,774	9/01/2012 - 8/31/2013
Family Promise/Shelter	\$14,625	9/01/2012 - 8/31/2013
Family Promise/ TH	\$25,500	9/01/2012 - 8/31/2013
Transitional Housing, Inc.	\$23,000	9/01/2012 - 8/31/2013
Volunteers of America of Greater Ohio	\$15,000	9/01/2012 - 8/31/2013
West Side Catholic Center	\$39,850	9/01/2012 - 8/31/2013
YMCA of Greater Cleveland	<u>\$12,000</u>	9/01/2012 - 8/31/2013
TOTAL	\$193,749	

2. The primary goals of the Emergency Shelter Grant Program are to a) provide basic shelter to homeless individuals and families; b) provide essential services to assist individuals and families to end their homelessness; and c) link individuals and families to appropriate community resources.

B. Procurement

1. The procurement method was an RFP; the total value of the RFP was \$193,749.
2. The RFP was closed on August 31, 2012. The RFP was exempt from SBE or DBE goals.
3. There were 15 bids submitted through the RFP process. All bids were reviewed. Seven (7) providers are being recommended for funding through the County Emergency Shelter Grant allocation. The remaining eight (8) proposals are being recommended to the City of Cleveland for funding through the City's ESG and CDBG allocations.

C. Contractor and Project Information

1. Care Alliance
1530 St. Clair Avenue
Cleveland, OH 44114
District # 7
2. Francis Aframgyening is the Executive Director of this non-profit organization.
3. N/A; 4. N/A

1. Cleveland Mediation Center

2012 W. 25th St.
Cleveland, Ohio 44113
District #7

2. Dan Joyce, Executive Director
3. N/A; 4. N/A

1. Family Promise of Greater Cleveland
3470 E. 152nd St.
Cleveland, Ohio 44120
District 8

2. Joan Maser, Executive Director
3. N/A; 4. N/A

1. Transitional Housing, Inc.
1545 W. 25th St.
Cleveland, Ohio 44113
District # 7

2. Sherri Brandon, Executive Director
3. N/A; 4. N/A

1. Volunteers of America of Greater Ohio
8225 Brecksville Road 206
Brecksville, Ohio 44141
District #6

2. Dennis Kresak, Executive Director
3. N/A; 4. N/A

1. West Side Catholic Center
3135 Lorain Avenue
Cleveland, OH 44113
District 7

2. Anita Cook, Executive Director
3. N/A; 4. N/A

1. YMCA of Greater Cleveland (Y-Haven Program)
2200 Prospect Avenue, 9th Floor
Cleveland, Ohio 44115
District 7

2. Glenn Haley
3. N/A; 4. N/A

D. Project Status and Planning

1. The Emergency Shelter Grant (ESG) program has been a federal entitlement to Cuyahoga County since 1989. The amount of the award has fluctuated depending on Congressional budget authorization to the U.S. Department of Housing & Urban Development (HUD). The ESG funds have enabled communities to provide a basic safety net of shelter and services for homeless individuals and families.

2. N/A

3. & 4. The award and contracting process are on a critical path so that shelter services may continue

without interruption to clients. Every effort has been made to expedite this process, however, the Grant Award letter was not received by Cuyahoga County until late August.

E. Funding

1. 100% of the Award Recommendations are funded with Emergency Shelter Grant Program dollars. ESG is federal funding through the U.S. Department of Housing & Urban Development.

BC2012-309

Submitting a grant agreement with Alcohol and Drug Addiction and Mental Health Services (ADAMHS) Board of Cuyahoga County in the amount of \$283,526.03 from the Ohio Family and Children First on behalf of the Ohio Department of Mental Health for Family Centered Services and Supports for the period of July 1, 2012 to June 30, 2013.

A. Scope of Work Summary

1. Family and Children First Council requesting approval of an Interagency Agreement with ADAMHS for the anticipated amount of \$283, 526.03. The anticipated start-completion dates are 7/1/2012 to 6/30/2013.

2. The primary goals of the project are:

- Serve as the lead agency to provide oversight to select and manage the identified fiscal agent.

-Funding provided through this agreement will be used only for the FCSS activities as specified in the FCSS SFY13 Guidance Document.

-ADAMHS will maintain the focus of the FCSS program, targeting youth and their families who meet the eligibility requirements outlined by the FCSS FY13 Guidance Document.

3. The project is mandated by the ORC 121.37 to maintain children and youth in their own homes and communities by providing non-clinical, family-centered services and supports.

B. Procurement

1. The procurement method for this project was a grant agreement to be processed as a government purchase.

2. The grant agreement was closed on 10/3/2012.

3. The proposed grant agreement received a Justification for Other than Full and Open Competition on 9/5/2012. The approval letter is attached for review.

C. Contractor and Project Information

1. The address of all vendors and/or contractors is:

ADAMHS board of Cuyahoga County
2012 West 25th Street
Cleveland, Ohio 44113
All 11 council districts.

2. The Chief Executive Officer is William Denihan.

3. A. The address or location of the project is:

ADAMHS board of Cuyahoga County
2012 West 25th Street
Cleveland, Ohio 44113

B. All 11 council districts.

D. Project Status and Planning.

1. The project reoccurs annually.
2. The project has 3 phases. The next steps, dates and anticipated cost of these are;
 - a. Issue an RFP to select a fiscal agent.
 - b. Coordinate and conduct a training for various providers to learn how to access FCSS funding.
 - c. Begin accepting applications for FCSS.

Billable service delivery dates are July 1, 2012 to June 30, 2013. The reimbursable amount in total from all providers is not to exceed \$282, 526.03.

3. The project is on a critical action path because the FCSS funding for FY13 must be spend in full by June 30, 2013. Also an approval for the Justification for Other than Full and Open Competition was needed as well as the receipt of the NOSA letter.

4. The project's term has already begun. The reason for the delay is a late receival of the NOSA letter (mid-August) and the approval process for the Justification for Other than Full and Open Competition and NOSA letter.

Funding

1. The project is funded 100% through a combination of federal child welfare dollars and state general revenue funds from ODMH, ODADAS, ODYS, and ODODD.
2. The schedule of payments is semi-annually.
3. N/A

BC2012-310

See item detail above. Additional information will be presented at the Board of Control meeting.