

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor
December 27, 2012 11:00 A.M.

- 1. Call to Order: The meeting was called to order at 11:07 A.M.

Attendees: County Executive Edward FitzGerald
Councilman Michael Gallagher
Councilman Dale Miller
Councilman Pernel Jones Jr.
Fiscal Officer Wade Steen
Stan Kosilesky – Alternate Bonnie Teeuwen
Director Lenora Lockett
Board of Control Clerk David Merriman

Director Bonnie Teeuwen was unavailable.

Review and Approve Minutes - Ed FitzGerald made a motion to approve, Wade Steen seconded, the minutes were approved as written.

- 4. Tabled Items Returned for Review - There were no tabled items.

- 5. Scheduled items

BC2012-362

Department of Public Works, submitting an amendment to Contract No. CE0900324-01 with CH2M Hill, Inc. for reconstruction of Ridge Road from Interstate 480 to Memphis Road in the City of Brooklyn to change the scope of services, effective 12/27/2012 and for additional funds in the amount not-to-exceed \$39,745.00.

Funding Source: 100% Road and Bridge funds

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

Approve
 Disapprove
 Hold

BC2012-363

Department of Public Works, submitting an amendment to Contract No. CE1000306-01 with Project Management Consultants LLC for owner's representative services in connection with the Medical Mart/Convention Center for the period 12/1/2009 - 3/31/2013 to extend the time period to 9/1/2013 and for additional funds in the amount of \$355,500.00.

Funding Source: 100% Medical Mart project fund

Note: This item was amended to reflect the extension of time as 12/1/2013.

Ed FitzGerald made a motion to approve, Wade Steen seconded, the item was approved as amended.

Approve
 Disapprove
 Hold

BC2012-364

Department of Public Works, recommending an award on RQ25086 and enter into a contract with DLZ Ohio, Inc. in the amount not-to-exceed \$200,000.00 for general engineering services for the period 1/14/2013 -12/31/2015. (Deputy Chief Approval No. DC2012-208 - authority to seek qualifications.

Funding Source: 100% by County Road and Bridge \$7.50Fund

Ed FitzGerald made a motion to approve, Pernel Jones, Jr. seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-365

Department of Public Works,

(a) Submitting the final amendment (Subsidiary No. 1) to Contract CE1000661-01 with Inland Water Pollution Control, Inc. for the rehabilitation of sanitary sewers and manholes in various Cuyahoga County Sewer Districts for an amount not-to-exceed \$43,467.69.

(b) is requesting that the above referenced project be accepted as complete in accordance with the plans and specifications.

(c) is requesting that the County Treasurer be authorized to release the escrow account upon notification from the DOPW in accordance with O.R.C. 153.63.

Funding Source: 100Water Pollution Control Loan through the Ohio Environmental Protective Agency and the debt will be repaid through sewer cash balances.

Note: This item was held at the request of Ed FitzGerald.

Approve
 Disapprove
 Hold

BC2012-366

Department of Development, requesting approval of awards to four nonprofit agencies, providing Foreclosure Prevention Services for Low and Moderate Income Urban County Residents, in response to RQ25546, for the anticipated total cost of not to exceed \$229,300. The anticipated start and completion dates are 1/1/2013 - 12/31/2013:

- a) Community Housing Solutions in the amount not-to-exceed \$61,100.00.
- b) East Side Organizing Project, Inc. in the amount not-to-exceed \$60,000.00.
- c) Home Repair Resource Center in the amount not-to-exceed \$27,000.00.
- d) Neighborhood Housing Services of Greater Cleveland, Inc. in the amount not-to-exceed \$81,200.00.
Funding Source: 100% by federal Community Development Block Grant funds

Ed FitzGerald made a motion to approve, Wade Steen seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-367

Department of Development, recommending an award on RQ25067 and enter into a contract with Center for Governmental Research Inc. in the amount not-to-exceed \$110,000.00 for a Merger/Shared Services Study Project Manager for the period 12/14/2012 - 6/1/2013. (Deputy Chief Approval No. DC2012-199 - authority to seek proposals).
 Funding Source: \$100,000 Local Government Innovation Fund grant awarded to the Department of Regional Collaboration from the Ohio Development Services Agency and \$10,000 of a \$34,130 regional benefits grant awarded to the Department of Regional Collaboration from NOACA. Both grants were for the express purpose of the Merger/Shared Services Study.

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

Approve
 Disapprove
 Hold

BC2012-368

Department of Information Technology, submitting an amendment to Contract No. CE1100715-01 with DWR Consulting for consultant services and maintenance on the payroll and FAMIS accounting systems for use by the Fiscal Office for the period 10/25/2011 - 1/31/2013 to extend the time period to 1/31/2014, to change the scope of services, effective 2/1/2013 and for additional funds in the amount not-to-exceed \$130,000.00.
 Funding Source: 100% by the General Fund

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

Approve
 Disapprove
 Hold

BC2012-369

County Sheriff, submitting an amendment to Contract No. CE1200039-01 with Consilium Staffing, LLC for medical and psychiatric services for the period 1/1/2012 - 12/31/2012 to extend the time period to 12/31/2013 and for additional funds in the amount not-to-exceed \$400,000.00.

Funding Source: 100% General Fund

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

Approve
 Disapprove
 Hold

BC2012-370

County Sheriff, 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 3/31/2012 and for additional funds in the amount of \$360,000.00.

Funding Source: 100% by the General Fund

Note: This item was amended to reflect the extension of the time as 3/31/2013.

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

Approve
 Disapprove
 Hold

BC2012-371

Department of Public Safety and Justice Services/ Witness/Victim, recommending an award on RQ24804 and enter into a contract with Recess Creative, LLC in the amount of \$175,000.00 for Defending Childhood Community Awareness Services for the period 1/1/2013 - 9/30/2013.

Funding Source: funded 100% by the U.S. Department of Justice under the Defending Childhood cooperative project.

Note: This item was held at the request of Ed FitzGerald.

Approve
 Disapprove
 Hold

BC2012-372

Department of Health and Human Services/Division of Children and Family Services, submitting an amendment to Contract No. CE1100752-01 with Case Western Reserve University for the Partners for Forever Families Initiative for the Adoption Opportunities Program for the period 9/30/2011 - 9/29/2012 to extend the time period to 9/29/2013 and for additional funds in the amount not-to-exceed \$147,031.00.

Funding Source: 100% Adoption Opportunities Program grant funds.

Ed FitzGerald made a motion to approve, Wade Steen seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-373

Department of Health and Human Services/Division of Children and Family Services, submitting submitting Memoranda of Understanding with various providers in the total amount of \$450,000.00 for the Cuyahoga Tapestry System of Care Provider Services Network for the period 1/1/2013 - 12/31/2013:

- a) Applewood Centers, Inc.
- b) Art Therapy Studio
- c) Beech Brook
- d) Catholic Charities Services Corporation dba Parmadale
- e) Catholic Charities Services Corporation dba St. Martin de Porres Center
- f) The Cleveland Christian Home Incorporated
- g) Education Alternatives
- h) West 25th Furnishings and Appliances, Inc.
- i) The East End Neighborhood House Association
- j) Quality Care Residential Homes, Inc.
- k) Pressley Ridge
- l) Youth Mentoring and At Risk Intervention, Inc.
- m) The Village Network dba Boys Village
- n) The Sanctuary Christian Entertainment Complex, Inc.
Bureau of Drug Abuse, Cleveland Treatment Center, Inc. (Hooked On Fishing)
- o) Guidestone
- p) Claudia's Family Development Inc.
- q) Bureau of Drug Abuse, Cleveland Treatment Center, Inc. (Let It Ride)
- r) Sunrise East Tutoring Service, LLC
- s) Golden Ciphers, Inc.
- t) MGW Resource Center
- u) Momentum, Inc.
- v) University Settlement, Inc.

Funding Source: 100% by the Health and Human Service Levy Funds

Ed FitzGerald made a motion to approve, Pernel Jones, Jr. seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2012-374

Department of Health and Human Services/Division of Senior and Adult Services, recommending an award on RQ24574 and enter into a contract with Lutheran Metropolitan Ministry in the amount not-to-

exceed \$475,000.00 for Guardianship of Adult Services for the period 1/1/2013 - 12/31/2013. (Deputy Chief Approval No. DC2012-219 - authority to seek proposals).

Funding Source: funded by the County Health & Human Services levy in the amount of \$300,000.00 (63.1%) and by the Cuyahoga County Probate Court in the amount of \$175,000.00 (36.9%).

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

Approve
 Disapprove
 Hold

6. Other Business

BC2012-375

County Sheriff, submitting a sole source exemption on RQ26129, which will result in a contract with Intellitech Corporation in the amount of \$244,698.00 for IMACS V Jail Management system upgrade for the period 1/1/2013– 12/31/2014.

1. Vendor Name: Intellitech Corporation

2. What is the product/service that you seek to acquire?

The Cuyahoga County Sheriff is seeking a system upgrade agreement with Intellitech Corporation for our Jail Management System to go from IMACS to IMACS V. IMACS is the system used by our Corrections Center to book and release inmates, track property and clothing, schedule visits, handle commissary, and a host of other jail functions.

3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need? X Yes D No If yes, please provide details regarding future obligations and/or needs.

This purchase will obligate Cuyahoga County to this vendor for future purchases because their software is a licensed product. License and support agreements would be needed as long as the system is in use.

4. Why do you need to acquire these goods or services?

Our current version of IMACS is 10 years old and will no longer be supported by the vendor after 2013. IMACS currently is one of the core, mission critical applications of the Corrections Center.

5. Why are the requested goods/services the only ones that can satisfy your requirements?

The software is licensed and no other company has permission to provide software support or make changes to their product.

6. Were alternative goods/services evaluated? If yes, what were they and why were they unacceptable? Please be specific with regard to features, characteristics, requirements, capabilities and compatibility. If no, why were alternatives not evaluated?

Provide names of alternate sources that were considered and specific reasons why each one was rejected. If other options were not evaluated, indicate the basis for not considering available alternatives.

Initial examination of two other jail management systems were conducted late last year- Aegis Corrections Management by New World Systems and Offender Management System by DSI-ITI. Due to cost constraints and the impending take-over of Cleveland jails, upgrading to IMACS V was deemed to be the most cost effective, lower risk solution.

7. Identity specific steps taken to negate need for sole source provider.

Until the county has the resources to create and support large, mission critical applications, there will be a need for some sole source license and maintenance agreements with outside vendors. Smaller applications are being handled in-house.

8. Has your department bought these goods/ services in the past? X Yes D No

Intellitech Corporation has been the contractor/supplier of our jail management system since it was implemented in December 2002. Last year's maintenance contract dated January 01, 2012 was for \$106,055.00.

9. What efforts have been made or are being made to reduce the Department's reliance on a sole source provider for these goods/services in the future?

The Cuyahoga County Sheriff does not foresee any short term resolution to our reliance on a sole source provider.

10. What efforts were made to get the best possible price?

No discounts were made available for this contract, but the vendor added 500 licenses to make us compliant and to cover the acquisition of Cleveland. Value added for the additional licenses is \$150,000.00.

11. Why is the price for this purchase considered to be fair and reasonable?

Indicate any price comparisons or other benchmarks against which the vendor's price was evaluated. For example, if a professional service, are the hourly rates comparable to those available for providers of similar services? If no price comparisons were made, please explain.

The price is fair and reasonable because this is a major upgrade and associated costs for a new system is six times as much.

Ed FitzGerald made a motion to approve, Michael Gallagher seconded, the item was approved.

Approve
 Disapprove
 Hold

Note: Councilman Dale Miller commented that he voted to approve this sole source exemption with uncertainty and reluctance. Mr. Miller stated when the contract is submitted to the Board for consideration he would like more information that reflects the evaluation of other alternatives, as

well as thorough research properly documenting that updating the existing contract rather than going out for an RFP is the best way to proceed.

County Executive Ed Fitzgerald concurred and added that certain variables need to be defined before a final decision is made regarding a sole source contract with Intellitech Corporation for the Jail Management System.

BC2012-376

Department of Public Safety and Justice Services/ Public Safety Grants, submitting an exemption from aggregation of contracts and alternative procurement process which will result in agreements/contracts with various municipalities and providers in connection with the FY2012 Juvenile Accountability Block Grant Program for the period 1/1/2013-12/31/2013: (Cuyahoga County Board of Control, Contracting and Purchasing Ordinance No. 02011-0044, Section 3.5(b))/Federal, State, or Other Grant Application Program (Ordinance No. O2011-0044 Section 4.4(b) (17).

- a) City of Cleveland in the amount of \$32,010.00.
- b) The City of Lakewood in the amount of \$20,000.00.
- c) East Cleveland Neighborhood Center in the amount of \$20,000.00.
- d) Golden Ciphers, Inc. in the amount of \$20,000.00.

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)

Public Safety and Justice Services, Public Safety Grants is requesting exemption from aggregation of contracts for the following contracts and agreements under the 2012 Juvenile Accountability Block Grant (FY12 JABG):

An Agreement with the City of Cleveland in the amount of \$32,010.00. An Agreement with the City of Lakewood in the amount of \$20,000.00. A Contract with East Cleveland Neighborhood Center in the amount of \$20,000.00.

A Contract with Golden Ciphers, Inc. in the amount of \$20,000.00.

All contracts and agreements are for the time period of January 1, 2013 through December 31, 2013. 10% match will be assumed by the above agencies.

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

\$92,010.00

Ohio Department of Youth Services

3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)

Grant allocation process:

*Block funding is allocated to Cuyahoga County (Public Safety and Justice Services, Public Safety Grants), by Ohio Department of Youth Services (ODYS)

*Public Safety and Justice Services, Public Safety Grants advertises (legal advertisement) for applications under the grant.

*Applications are reviewed, scored and recommended for funding by the JABG Review Committee.

*Internal County approvals completed.

*Final application is sent to ODYS.

*Notice of Award is issued by ODYS

*Internal fiscal appropriations are completed.

*Contracts and Agreements are executed

*Projects begin approved activities.

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

N/A

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

Grant allocation process

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.

N/A

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

N/A

Funding Source: Juvenile Accountability Block Grant Funds

Note: Councilman Dale Miller requested the language "exemption from aggregation of contracts" be stricken from the item's descriptive caption.

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

Approve

Disapprove

Hold

BC2012-377

Department of Health and Human Services/ Division of Children and Family Services, requesting approval of an alternative procurement process on RQ25977 which will result in a donation to National Council of Jewish Women's Dignity Project in the amount of \$1,800.00 in exchange for donated items to benefit youth in foster care. (Cuyahoga County Board of Control, Contracting and Purchasing Ordinance No. 02011-0044 Section 4.4(b) (16)).

1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)

The Division of Children and Family Services is requesting approval of a donation of \$1,800.00 to support the National Council of Jewish Women's Dignity Project. 150 duffel bags have been donated this year. 75 have been distributed. So far this year NCJW has made 6 deliveries of boxes filled with stuffed animals and books, constituting over 250 stuffed animals and approximately 250-300 books. It is estimated that each filled duffel bag has a retail value of approximately \$25-\$28.

The invoice dated October 12, 2012, reflects a time period of July 1, 2012- June 30, 2013 because the Dignity Project's budget is based on the State Fiscal Year.

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

\$1,800.00 HHS Levy

3. Rationale Supporting the Use of the Selected Procurement Method

The National Council of Jewish Women (NCJW) launched Project Dignity approximately 7 years ago to assist youth in DCFS custody. This initiative is coordinated, managed and supported by NCJW's network of volunteers and supporters. NCJW has sole responsibility for the collection and distribution of all donations associated with this initiative.

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

Through the Project Dignity Initiative, NCJW has been providing duffel bags filled with toiletry items, backpacks filled with school supplies, educational books, toys and stuffed animals to children in custody to DCFS since approximately 2005.

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

Project Dignity is one of NCJW community service projects. The initiative benefits youth in foster care by helping to ease their transition from their homes into care.

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.

This initiative is coordinated, managed and supported 100% by NCJW's network of volunteers and supporters. The items are donated and provided to DCFS at no cost. Any delays may result in the end of this NCJW community service project which directly benefits children in DCFS custody.

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

The physical items are donated and provided to DCFS at no cost. The donation/support of \$1,800.00 to the NCJW is far below the retail price of \$3,750.00- \$4,200.00 to purchase these same items.

Funding Source: Health and Human Services Levy funds.

Note: This item was held at the request of the Department.

Approve
 Disapprove
 Hold

7. Public Comment – There was no public comment.

David Merriman announced there will be no Board of Control meeting on held on Monday, December 31.

8. Adjournment – Ed FitzGerald made a motion to adjourn, Dale Miller seconded, the meeting was adjourned at 11:59 A.M.