

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 January 28, 2013 11:00 A.M. - Revised

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

Item	Requestor	Description	Board Action
BC2012-371	Department of Public Safety and Justice Services	<p>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.</p> <p>Funding Source: funded 100% by the U.S. Department of Justice under the Defending Childhood cooperative project.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

5. New Items for Review

Item	Requestor	Description	Board Action
BC2013-23	Department of Public Works	<p>Submitting an amendment to Contract No. CE1200373-01 with CBRE, Inc. for owner representation services, acquisition plus commission on the disposition of properties for the Real Estate Portfolio Consolidation for the period 6/4/2012 - 6/3/2015 to change the scope of services, effective 1/28/2013 and for additional funds in the amount not-to-exceed \$47,000.00.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-24	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 7/1/2010 - 6/30/2013 to change the scope of services, effective 11/19/2012 and for additional funds in the amount of \$100,000.00.</p> <p>Funding Source: 100% by Federal Workforce Investment Act (WIA) Funds.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
BC2013-25	Department of Health and Human Services	<p>Submitting an agreement with Cuyahoga County Board of Health in the amount not-to-exceed \$125,000.00 for child fatality review services for the period 1/1/2013 -</p>	

		12/31/2013. Funding Source: 100% Health and Human Services Levy funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-26	Department of Health and Human Services	<p>Submitting an amendment to Contract No. CE1200504-01 with Starting Point for referral agency services for the period 8/1/2012 - 7/31/2013 to change the scope of services, effective 1/15/2013 and for additional funds in the amount of \$98,550.00.</p> <p>Funding Source: 100% through Federal Child Care Administration funds</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-27	Clerk of Courts & Common Pleas Court	<p>a) submitting an RFP exemption which will result in an amendment to Contract No. CE0800654-03 with Sadler-NeCamp Financial Services, Inc. dba PROWARE for maintenance on the Civil Criminal Justice Information System for the period 1/1/2008 - 1/31/2013 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed \$270,928.00 \$406,392.00</p> <p>b) submitting an amendment to Contract No. CE0800654-03 with Sadler-NeCamp Financial Services, Inc. dba PROWARE for maintenance on the Civil Criminal Justice Information System for the period 1/1/2008 - 1/31/2013 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed \$270,928.00 \$406,392.00</p> <p>Funding Source: 100% General Fund</p> <p>1. Vendor Information: Proware Case Management System</p> <p>2. What is the product/service that you seek to acquire?</p> <p>Management and maintenance services, systems analyst and program analyst services, and ongoing system management and support services for the Court's PROWARE Case Management System (CMS).</p> <p>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 <input type="checkbox"/> No</p> <p>This contract with PROWARE is for a period of two months in the amount not-to-exceed \$270,928.00.</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		<p>Contained in the contract in addition to ongoing maintenance is future purchases/renewal of software licenses and replacement of hardware.</p> <p>4. Why do you need to acquire these goods or services?</p> <p>The Court has been operating with its PROWARE CMS since 1997.</p> <p>5. Why are the requested goods/services the only ones that can satisfy your requirements?</p> <p>Provide specific, quantifiable factors/qualifications.</p> <p>No other product would be able to provide the specific services that our current CMS does without having to incur substantial development and/or modification costs to implement.</p> <p>6. Were alternative goods/services evaluated?</p> <p>No.</p> <p>PROWARE's performance, we do not wish to consider utilizing any other CMS.</p> <p>7. Identify specific steps taken to negate need for sole source provider.</p> <p>None.</p> <p>8. Has your department bought these goods/services in the past? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Yes, PROWARE has been used in the past on a sole source basis.</p> <p>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?</p> <p>None.</p> <p>10. What efforts were made to get the best possible price?</p> <p>The three (3) County Common Pleas Courts, General</p>	
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		<p>Division, Domestic Relations & Probate all have PROWARE contracts expiring the end of this year and we all sat down with Mr. Sadler from PROWARE and negotiated with him together, thus getting very favorable contract pricing.</p> <p>11. Why is the price for this purchase considered to be fair and reasonable?</p> <p>The amendment extends the time period to 3/31/2013 and for additional funds in the amount not-to-exceed \$270,928.00.</p> <p>12. Amount to be paid: \$270,928.00 \$406,392.00</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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6. Other Business

Item	Requestor	Description	Board Action
BC2013-28	County Law Department	<p>Submitting an amendment to Contract between County of Cuyahoga, Ohio and Hylant Group, Inc. for Insurance Brokerage and Risk Management Services (RFQ # 24839; Encumbrance No. CE1200705) to increase the maximum not to exceed amount from \$3,600,000.00 to \$4,100,000.00.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>

7. Public Comment

8. Adjournment

Minutes

Cuyahoga County Board of Control
County Administration Building, 4th Floor
January 22, 2012 11:00 A.M.

1. Call to Order: The meeting was called to order at 11:08 A.M.

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

Councilman Pernel Jones Jr. and Director Bonnie Teeuwen were 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

BC2013-365

Department of Public Works,

- a) Submitting a final amendment (Subsidiary No. 1) to Contract No. CE1000661-01 with Inland Waters Pollution Control, Inc. for rehabilitation of sanitary sewers and manholes in various County sewer districts for additional funds in the amount of \$43,467.69.
- b) Recommending to accept the project as complete and in accordance with plans and specifications.
- c) Requesting authority for the County Treasurer to release the escrow account, in accordance with Ohio Revised Code Section 153.63.

Funding Source: This project was funded by a Water Pollution Control Loan through the Ohio Environmental Protective Agency and the debt will be repaid through sewer cash balances.

5. Scheduled items

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

- Approve
- Disapprove
- Hold

BC2013-14

Department of Information Technology, submitting an amendment to Contract No. CE1200477-01 with Unify Solutions, Inc. for consultant services for SAP Human Capital Management professional support services for the period 7/2/2012 - 7/1/2013 for additional funds in the amount of ~~\$210,000.00~~.
\$100,000.00.

Funding Source: 100% General Fund.

Note: this item was amended to reflect the additional funds amount as \$100,000.00.

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

- Approve
- Disapprove
- Hold

Note: Ed FitzGerald had to step out of the meeting briefly and requested Councilman Gallagher chair the meeting.

BC2013-15

County Sheriff, recommending an award on RQ25695 and enter into a contract with Intellitech Corporation, sole source, in the amount of \$106,055.00 for license renewal and maintenance on the IMACS Jail management system for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% General Fund

Michael Gallagher made a motion to approve, Dale Miller seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-16

Department of Public Safety and Justice Services/Public Safety Grants, submitting an agreement with The Center for Health Affairs for the purchase of equipment, valued in the amount of \$280,425.00 for the FY2009 Urban Area Security Initiative Grant Program for the period 8/1/2009 - 9/30/2012.

Funding Source:100% FY09 Urban Area Security Initiative funded and is passed through to Cuyahoga County from the Department of Homeland Security (DHS) through Ohio Emergency Management Agency (OEMA). No County Match was required.

Michael Gallagher made a motion to approve, Wade Steen, seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-17

Department of Health and Human Services/Division of Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1100179-01, 02 with Synovate, Inc. for a Customer Satisfaction Tracking Survey for the period 1/1/2011 - 12/31/2011 to extend the time period to 12/31/2013 and for additional funds in the amount of \$51,896.20.

Funding Source: 79% funded with PA (Public Assistance) funding and 21% Title IV-D (Child Support) funding.

Note: This item was held pending completion of ethics training and registration.

Approve
 Disapprove
 Hold

Note: Councilman Dale Miller requested the following item be held until the end of the meeting as he had questions for Ed FitzGerald.

BC2013-18

Department of Health and Human Services,

a) Submitting an RFP exemption on RQ26528 which will result in a contract with Public Policy Advocates LLC in the amount not-to-exceed \$102,000.00 for state legislative liaison services for the period 1/1/2013 - 12/31/2013.

b) Recommending an award on RQ26528 and to enter into a contract with Public Policy Advocates LLC in the amount not-to-exceed \$102,000.00 for state legislative liaison services for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% General Fund

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

Public Policy Advocates will provide the County with legislative liaison services for State of Ohio policy issues.

The primary goal of the project is to have the county's interests represented before the state government. The actions of the Ohio state government have significant impact on Cuyahoga County and the operations of the county government. The decisions of the Governor, General Assembly, and the state's regulatory agencies impact: financial support to the county from the Local Government Fund and other sources; social service programs; transportation and infrastructure improvements; economic development opportunities; energy initiatives; and statutory and administration regulations that either provide flexibility or restrict the county in the performance of its function.

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

The value of the contract is \$102,00.00. The contract is funded by the General Fund.

3. Rationale Supporting the Use of the Selected Procurement Method

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

The vendor was select through an RFP process. The RFP process was closed in April 2011.

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

Public Policy Advocates was selected through a competitive procurement process.

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

The vendor provides the County with state liaison services.

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.

The contract was bid with the understanding that multiple extensions could be added to the term.

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 County will bid this service in the future.

Note: later in the meeting the Board returned to this item for consideration. Councilman Dale Miller posed his questions to the County Executive.

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

Approve
 Disapprove
 Hold

BC2013-19

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

a) Submitting an RFP exemption on RQ26390 which will result in an award recommendation to Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$226,715.00 for property management services of the Community Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2013 - 12/31/2013.

b) Recommending an award on RQ26390 and enter into a contract with Emerald Development and Economic Network, Inc. in the amount not-to-exceed \$226,715.00 for property management services of the Community Women's Shelter, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2013 - 12/31/2013.

Funding Source: 100% Health & Human Services Levy.

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

Emerald Development & Economic Network, Inc. (EDEN) is the sole owner of 2227 Payne Avenue, which is the location for the Norma Herr Women’s Center(NHWC). The County and City worked with community partners for over 8 years to identify and secure an appropriate site for a community women’s shelter that would provide safe, decent shelter for 140 single adult women. This search led to the County taking title to 2227 Payne Avenue, which is located next to 2219 Payne Avenue, which is owned by EDEN. The plan to develop a community women’s shelter required combining the two properties. For purposes of raising the required renovation funds and managing the renovation process, the County transferred title of 2227 Payne to EDEN, through the City of Cleveland.

EDEN has established a property management track record serving special needs populations over a period of 20 years. As owner of 2227 Payne Avenue, EDEN should be acknowledged as a sole source provider for the purpose of providing facility management services for the site.

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

The annual, facilities operating budget is \$226,715. The funding source is General Fund, Health & Human Services Levy.

3. Rationale Supporting the Use of the Selected Procurement Method

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

EDEN, Inc. is the owner of the building in which the NHWC is located. EDEN assisted in raising funds for the renovation of the property and coordinated the architectural and construction plans and development. Property management services are reimbursed on an “actual cost” basis.

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

No other vendors were considered for property management of the facility because the facility is owned by EDEN and has the demonstrated property management skills and capacity to provide the facilities management services at the lowest cost.

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

Please see Answers in #3 and #4

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.

The NHWC operates 365 days a year, on a 24 hour basis. The current census at the shelter is 160 women. It is necessary to maintain property management services at this facility without interruption.

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

In this situation, an Sole Source Exemption seems most appropriate.

Michael Gallagher made a motion to approve, Dale Miller, seconded, the item was approved.

- Approve
- Disapprove
- Hold

6. Other Business

BC2013-20

Department of Public Works, requesting approval of an alternative procurement process which will result in an award recommendation on RQ26467 in the amount not-to-exceed \$66,538.55 for furnishing, installation and delivery of furniture for meeting rooms and model reception Units - Floors 15-23 located at the Cuyahoga County Justice Center Court Tower for Common Pleas Court. (Contracting and Purchasing Ordinance 0211-0044, Section 4.4.(b)16)
Funding Source: FY2009 Justice Assistance Grant: American Reinvestment & Recovery Act.

Justification: PUBLIC WORKS 2012 FURNITURE RQ26467

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

Furniture is for Common Pleas Courts located at the Cuyahoga County Justice Center Courts Tower Meeting Rooms & Model reception Units - Floors 15-23.

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

Funding Source: 100% FY09 Justice Assistance Grant #679479: American Reinvestment & Recovery Act not to exceed \$64,795.53 Funded thru Common Pleas Index Code: CO719302

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

This is a time sensitive purchase.

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

Purchase Order to be placed on the County Procurements' Web site for 5 days to ensure the lowest and best bid/vendor.

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

Furniture is desired by all parties involved being of a very good quality/durability to last for many years. The vendor is to be determined.

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.

The unacceptable delay in fulfilling the need for an award made through a competitive bid is that grant funds are being utilized to make this purchase. The grant ending date is 02/28/2013. A competitive bid will be utilized for 5 days.

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

In the future, the purchase of furniture will remain on the OPD's Web site for a minimum of 10 days and advertised in the Cleveland Plain Dealer.

Michael Gallagher made a motion to approve, C. Ellen Connally, seconded, the item was approved.

Approve
 Disapprove
 Hold

BC2013-21

Requesting approval of an alternative procurement process to issue an informal Request for Proposals for eligible vacant housing renovation and new housing construction activities, to be carried out by local communities in eligible census tracts and block groups, under the rules of the federal Neighborhood Stabilization Program 3 (NSP3). (Contracting and Purchasing Ordinance 0211-0044, Section 4.4.(b)16)
Justification: Development 2013 RFP Exemption NSP3 Second Round

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

Development requests authorization to issue an informal Request for Proposals for eligible vacant housing renovation and new housing construction activities, to be carried out by local communities in eligible census tracts and block groups, under the rules of the federal Neighborhood Stabilization Program 3 (NSP3). The informal RFP will be limited to three communities that submitted proposals for eligible NSP3 activities in 2011 but did not receive funding awards in 2011 due to budget limitations. Funds unused by other communities are now available.

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

Development estimates that \$400,000 of federal Neighborhood Stabilization Program 3 (NSP3) funds are available to make awards under this informal RFP.

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

Since all eligible communities had the opportunity to submit proposals for NSP3 funding in 2011, and since all but three of the eligible proposals submitted in 2011 were already funded in 2011, the fairest and most efficient way to allocate the remaining funds is to offer each of the three formerly unsuccessful cities an opportunity to update their proposals, if they wish. Due to a strict federal spending deadline for all NSP3 funds, little time remains to make these awards.

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

Development considered asking the U.S. Department of HUD for approval to change its NSP3 program to allow parties other than local communities to carry out these activities, but the time required to request and receive approval for such a change, along with the need for a new proposal process open to private parties as well as local communities, would make it impossible to have all NSP3 funds expended by the NSP3 spending deadline in early 2014.

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

Development chose to allocate its NSP3 funds to local communities since they are best suited to control the selection of vacant houses to be renovated and new houses to be constructed to support each local community's neighborhood stabilization strategy.

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 local communities already had the opportunity to submit proposals in 2011, conducting a new full proposal process would not increase the number of potential funded communities, while it would require significantly longer than an informal RFP process and jeopardize meeting the HUD spending deadline.

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

If Congress appropriates further rounds of Neighborhood Stabilization Program or similar funding in the future, Development intends to offer the opportunity to submit proposals to all eligible local communities, as it did in 2011 for NSP3.

Michael Gallagher made a motion to approve, C. Ellen Connally, seconded, the item was approved.

Approve
 Disapprove
 Hold

Note: Ed FitzGerald returned to the meeting.

BC2013-22

~~Department of Information Technology,~~ **Department of Public Works**

a) Submitting an RFP exemption which will result in a contract with the Greater Cleveland Regional Transit Authority (GCRTA), in the amount of \$14,062.75. for use of space for storage from approximately January 23, 2013 through July 23,2013.

b)) Submitting a contract with the Greater Cleveland Regional Transit Authority (GCRTA), in the amount of \$14,062.75. for use of space for storage from approximately January 23, 2013 through July 23,2013.

Funding Source: 100% General Fund

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

A temporary license for the use of space (approximately 11,250 square feet of space) for storage of items currently located in the Prospect and Huron Buildings to provide for work to be done in those buildings.

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

Department of Public Works General Fund dollars shall be utilized. The space is being rented for a period of six (6) months, for a total of \$14,062.75 or approximately \$2.50 per square foot/ \$2,343.75 per month.

3. Rationale Supporting the Use of the Selected Procurement Method

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

Immediate need is required to facilitate work to be done in the Prospect and Huron Buildings. Secondly the total dollar value is less than \$25,000.00. Thirdly the vendor is another governmental agency, The Greater Cleveland Regional Transit Authority.

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

Why the market was surveyed, this was the lowest price available and with another governmental agency.

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

Looked to maximize and cooperate with our fellow County agencies to utilize currently publicly owned facilities.

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.

Immediate need required to facilitate the work needed at the Prospect and Huron Buildings.

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

No future plans at this time.

Note: This item was amended to reflect the name of the Department as Department of Public Works.

Michael Gallagher made a motion to approve, Dale Miller, seconded, the item was approved.

Approve
 Disapprove
 Hold

7. Public Comment – There was no public comment.
8. Adjournment – Ed FitzGerald made a motion to adjourn, Dale Miller seconded, the meeting was adjourned at 11:51 A.M.

Tabled Items Returned for Review

BC2012-371

A. Scope of Work Summary

1. Public Safety and Justice Services, Witness/Victim Service Center requesting approval of a contract with Recess Creative, LLC for the anticipated cost of \$175,000.00. The anticipated state-completion dates are January 1, 2013 through September 30, 2013.
2. The primary goal of the project is to work with community partners to develop and implement a community awareness campaign that publicizes Defending Childhood and its services, and raises awareness about the negative effects of childhood exposure to violence.
3. N/A

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP was \$175,000.00.
2. The RFP was closed on 9/26/12. There is an SBE goal of 30%.
3. There were 2 bids pulled from OPD. Both were submitted for review; one was approved.

C. Contractor and Project Information

1. The address of the vendor is:
Recess Creative, LLC
635 West Lakeside Avenue, Suite 101
Cleveland, Ohio 44113

Council District 7

2. The Managing Partner and COO is Chris Jungjohann.
3. The project takes place county-wide.

D. Project Status and Planning

1. The project is a new project for Cuyahoga County.

E. Funding

1. The project is funded 100% by the U.S. Department of Justice under the Defending Childhood cooperative project.
2. The schedule of payments is monthly upon invoice.

New Business

BC2013-23

A. Scope of Work Summary

1. Department of Public Works requesting approval of an amendment with CBRE, Inc. for the anticipated cost of \$47,000.00.
2. The primary goals of the contract is to provide owner's representative services for the real estate portfolio consolidation. Contract includes disposition of currently owned properties and acquisition of a new consolidated administrative complex. Consultant will represent County in decision making, negotiations and closing.
The purpose of this amendment is to provide owner's representative services for obtaining a storage facility lease.
3. N/A

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$267,750.00 plus commission on the disposition of properties.
2. The RFP was closed on March 22, 2012. There was an SBE goal of 15%.
3. There were 4 proposals submitted for review, 1 approved.

C. Contractor and Project Information

1. The address of the vendor is:
CBRE
1422 Euclid Avenue, Suite 230
Cleveland, Ohio 44115
Council District 7
2. CBRE is a publicly traded corporation with a Board of Directors that includes: Richard C. Blum (Chairman) , Brett White (Chief Executive Officer), Curtis F. Feeny, Bradford M. Freeman, Michael Kantor, Frederic V. Malek, Jane J. Su, Laura D. Tyson, Gary L. Wilson, Ray Wirta.
3. N/A

D. Project Status and Planning

1. The project was new to the County, the amendment is a new addition to the contract.
2. N/A
3. N/A
4. N/A

5. N/A

E. Funding

1. The project is funded 100% by the General Fund.
2. The schedule of payments is by invoice.
3. The project is an amendment to a contract. This amendment changes scope and value and is the first amendment to the contract.

BC2013-24

Workforce Development, submitting an amendment to Contract No. CE1000591-01 with United Labor Agency, Inc. for one-stop operation and services to eligible job seekers for the period 7/1/10 - 6/30/13 and for additional funds in the amount of \$100,000.00.

Title: United Labor Agency, Inc

A. Scope of Work Summary

1. The City of Cleveland/Cuyahoga County Workforce Development is requesting approval of a contract amendment with United Labor Agency, Inc. for additional costs of \$100,000. The purpose of the amendment is to staff one-stop transition centers at employers experiencing significant lay-offs. The amendment will allow the contractor to hire three individuals that will be out-stationed at companies laying off workers to provide Workforce services on-site. Impacted employees at those employers will be provided job search and job placement assistance. The additional one-stop services are to commence 11/19/2012 and will continue through 6/30/2013.

2. The primary goals of the project are to provide immediate Workforce services to individuals who will be impacted by layoff. Rapid reemployment will result in less time receiving Unemployment Compensation. It is anticipated that of the individuals that are WIA registered at least 80% will find other employment.

3. The project is funded with federal Workforce Investment Act (WIA) funds. A separate WIA allocation was provided by the State of Ohio (copy included in the attachments). An authorized use of these funds is for the creation of on-site transition centers.

B. Procurement

1. United Labor Agency was selected as part of an RFP process. The additional services to be provided under this amendment are consistent with the services provided under the contract.

C. Contractor and Project Information

1. United Labor Agency, Inc. - address 1020 Bolivar Rd., Cleveland, Oh. 44115. County Council District 7
2. The Principal Owner is David Megenhardt, Executive Director

United Labor Agency, Inc. is a non-profit organization that has provided workforce services to both job seekers and employers over the past 40 years.

D. Project Status and Planning

1. This is an amendment to an existing contract; however the contractor has previous success with providing Workforce services as evidenced by exceeding the State mandated performance benchmarks (related to placement and retention rate, and average wages).

2. The contract services have begun. The reason for the delay in this request is that we only recently received word about the additional WIA funding (11/12). We were encouraged by the state to immediately commence services to impacted employers and employees.

E. Funding

1. The project is funded 100% by Federal Workforce Investment Act (WIA) Funds. A special grant allocation was provided to fund these services.
2. The schedule of payments is by invoice received from the contractor on a monthly basis.

BC2013-25

Submitting an agreement in the amount of \$125,000.00 with the Cuyahoga County Board of Health for administration of the child fatality review for the period January 1, 2013 - December 31, 2013. Office of Health & Human Services, 2013, CC Board of Health Agreement Child Fatality Review County-wide

A. Scope of Work Summary

1. The Office of Health & Human Services requesting approval of an agreement with the Cuyahoga County Board of Health for the anticipated cost of \$125,000.00.
2. The primary goals of the work is to prevent child fatalities; the OHHS works with the BOH in the collection and analysis of causes and contributing causes of child fatalities throughout the county. The BOH conducts medical and other relevant data review for all child death cases; maintains a database with all the above information and provides appropriate analysis and reports as reasonably requested throughout the year; develops recommendations for action based on case review findings and works with the committee to identify opportunities for immediate action.
3. The project is mandated by ORC 307.621- 629.

B. Procurement

1. The proposed agreement received a RFP exemption on 10/24/12. The exemption is attached for review.

C. Contractor and Project Information

1. The address of the contractor is:
Cuyahoga County Board of Health
5550 Venture Drive
Parma, OH 44130
District 4
2. The Health Commissioner is Terry Allan.
3. The project will be conducted throughout the county.

D. Project Status and Planning

1. The project occurs annually.
2. The project works throughout the year but regular meetings are conducted. Medical Examiner's Committee meets monthly and Medical Review meets 3 times a year.

E. Funding

1. The project is funded with levy dollars.
2. The Board of Health is paid once a year at the end of the calendar.

BC2013-26

Title: CJFS 2013 Contract Amendment RQ24405
Starting Point,
Contract Amendment: Child Care Resource and Agency Services
4600 Euclid Ave., Suite 500

Cleveland, OH 44103

A. Scope of Work Summary

1. CJFS is requesting approval of a contract amendment with Starting Point for the cost of \$98,550.00 for the contract period from August 1, 2012 to July 31, 2013.

2. This amendment expands the scope of work and total value of the contract and is the first (1st) amendment of the contract. The history of the amendments is:

Contract: 2012-2013 \$70,704.00; Proposed Amendment #1: 2012-2013 \$98,550.00 (additional funds); Total: \$169,254.00

3. The primary goals of the amended project are:

- Provide 36 hours of Child Care Provider Certification Training for potential Type B Professional Child Care Certification
- Conduct home visitations to inspect & prepare provider for certification inspection by County
- Assist potential providers in completing certification paperwork

B. Procurement

1. The procurement method for this project was an RFP exemption based on the state's RFP process and designating Starting Point as the service organization for the county.

2. The proposed amendment received OPD's approval to proceed on 12/19/12. NOVUS approval is attached.

C. Contractor and Project Information

1. The address of vendor:

Starting Point

4600 Euclid Ave. Suite 500

Cleveland, OH 44103

Council District 07

2. The executive director for the vendor is Billie Osborne-Fears.

3. a. Same as 1 above.

D. Project Status and Planning

1. The program reoccurs annually.

2. The amendment was delayed for processing due to the provider revising their Scope of Work and submitting required contract documents for processing.

E. Funding

1. The project is funded 100% through Federal Child Care Administration funds.

2. The schedule of payments is by monthly invoice.

BC2013-27

Clerk of Courts/Common Pleas Court,

a) submitting an RFP exemption which will result in an amendment to Contract No. CE0800654-03 with Sadler-NeCamp Financial Services, Inc. dba PROWARE for maintenance on the Civil Criminal Justice Information System for the period 1/1/2008 - 1/31/2013 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed ~~\$270,928.00~~ **\$406,392.00**

b) submitting an amendment to Contract No. CE0800654-03 with Sadler-NeCamp Financial Services, Inc. dba PROWARE for maintenance on the Civil Criminal Justice Information System for the period 1/1/2008

- 1/31/2013 to extend the time period to 3/31/2013 and for additional funds in the amount not-to-exceed ~~\$270,928.00~~ **\$406,392.00**

Funding Source: General Fund

A. Scope of Work Summary

1. Clerk of Courts and Common Pleas Court, submitting an amendment to Contract No. CE0800654 with Sadler NeCamp Financial Services, Inc. dba PROWARE for management, systems analyst and program analyst services and on-going system management and support services for the Criminal and Civil Justice Information System to extend the time period to March 31, 2012 and for additional funds in the amount not to exceed ~~\$135,464.00~~ \$203,196.00 per each month of the extension.

This amendment will allow for continuous support services while the County reviews a new service agreement.

B. Procurement

I believe that the agreement being reviewed is an OPD approved sole source item.

C. Contractor and Project Information

Sadler-NeCamp Financial Services, Inc., dba PROWARE
7621 East Kemper Road
Cincinnati, Ohio 45249

Randal R. Sadler, President, Sadler NeCamp Financial Services, Inc.

D. Project Status and Planning

This is an extension to the current service agreement to extend the time period as additional time is necessary for the County to review a proposed agreement. E. Funding

1. The extension costs will be General Fund dollars.
2. The schedule of payments is monthly by invoice
3. The project is an amendment to a current agreement which expires January 31, 2013. This amendment extends the agreement period to March 31, 2013, and is the 1st amendment of the contract.

BC2013-28

County Law Department Submitting an amendment to Contract between County of Cuyahoga, Ohio and Hylant Group, Inc. for Insurance Brokerage and Risk Management Services (RFQ # 24839; Encumbrance No. CE1200705) to increase the maximum not to exceed amount from \$3,600,000.00 to \$4,100,000.00.

Funding Source: General Fund

A. Scope of Work Summary

1. Submitting an amendment to Contract between County of Cuyahoga, Ohio and Hylant Group, Inc. for Insurance Brokerage and Risk Management Services to increase the maximum not to exceed amount from \$3,600,000.00 to \$4,100,000.00.

B. Procurement

RFQ # 24839; Encumbrance No. CE1200705

C. Contractor and Project Information

Hylant Group, Inc.
6000 Freedom Square Drive, Suite 400
Independence, OH 44131

D. Project Status and Planning

This is an extension to the current service agreement.

E. Funding

1. The extension costs will be General Fund dollars.