

Cuyahoga County Board of Control  
 County Administration Building, 4<sup>th</sup> Floor  
 April 8, 2013 11:00 A.M.

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

Item	Requestor	Description	Board Action
BC2013-98	Department of Public Safety and Justice Services	<p>Witness/Victim, requesting approval to apply for and accept grant funds from the U.S. Department of Justice, Office on Violence Against Women in the amount of \$192,447.00 for the FY2012 Domestic Violence Homicide Prevention Demonstration Initiative for the period 5/1/2013 - 4/30/2014.</p> <p>Funding Source: 100% United States Department of Justice Grant funds.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

6. Other Business

Item	Requestor	Description	Board Action
BC2013-99	Department of Development	<p>Requesting approval of an exemption from aggregation of contracts for allocation of HOME funds to Cuyahoga HOME consortium members, Community Housing Development Organizations and other non-profit and for-profit developers as approved by the Cuyahoga County Housing Consortium Review Board, without the necessity to request additional exemptions. (Cuyahoga County Board of Control, Contracting and Purchasing (Ordinance No.O2011-0044 Section 3.5.(b))/Federal, State, or Other Grant Application Program (Ordinance No. O2011-0044 Section 4.4 (b) (17)).</p> <p>Funding Source: 100% by federal HOME funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The Cuyahoga Housing Consortium is a public entity made up of the Cuyahoga Urban County, and the cities of Cleveland Heights, Euclid, Lakewood, and Parma. This entity allocates federal housing development funds received from the U.S. Department of Housing and Urban</p>	

	<p>Development (HUD) under the Cranston-Gonzalez Affordable Housing Act (HOME program).</p> <p>The HOME program contemplates and encourages the joining together by agreement of contiguous communities into a consortium for the purpose of carrying out the objectives of the program. The County, and the Communities of Cleveland Heights, Euclid, Lakewood, and Parma, formed the Cuyahoga Housing Consortium (the "Consortium") pursuant to the federal guidelines. The consortium members each sign an agreement which identifies the percentage of funding each community is entitled to on an annual basis.</p> <p>Federal HOME funding allocations are used for the implementation of eligible HOME activities including homeowner rehabilitation, home buyer assistance, new construction, program administration and/or any other eligible HOME activity on an annual basis.</p> <p>The HOME Consortium agreements provide that 40% of the funds are divided between the four participating communities at agreed upon percentages. Federal law provides that 15% of all HOME funds are reserved for investment in housing developed, sponsored, or owned by Community Housing Development Organizations (CHDO's).</p> <p>The HOME Consortium is administered by a Consortium board which is made up of one representative from each participating community and three County Executive appointments for a total of seven. The board reviews and recommends approval of all HOME related activities.</p> <p>At its regularly scheduled meeting in January 2013 the Consortium board recommended the approval and contractual obligation of the 2012 HOME funding allotment.</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 2012 HOME funding allocation is \$2,294,066. Of that amount \$624,883 is allocated to the four participating communities; \$300,425 is allocated to CHDO projects.</p>	
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	<p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>The participating communities are political subdivisions of the State of Ohio and a member of the Cuyahoga HOME Consortium as approved by the U.S. Department of Housing and Urban Development. As such the communities are 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 communities' allocation of HOME funds.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>There are no other available options and/or vendors as the structure of the Cuyahoga HOME Consortium is agreed upon by the participating communities and approved by the U.S. Department of Housing and Urban Development. Each participating community is entitled to an allocation of the annual award of federal HOME funding as outlined in the consortium agreement.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected? Federal HOME funds are a formula grant provided to entitlement communities or entitlement communities that have formed a consortium for the receipt of these federal funds. Federal HOME funds can only be used for affordable housing related activities.</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>Awards cannot be made through competitive bid as the U.S. Department of Housing and Urban Development ("HUD"), allow units of general local government to enter into mutual cooperation agreements to form consortiums for the purpose of obtaining funding from the HOME Program.</p> <p>The HOME program contemplates and encourages the joining together by agreement of contiguous</p>	
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		<p>communities into a consortium for the purpose of carrying out the objectives of the program. The County, and the Communities of Cleveland Heights, Euclid, Lakewood, and Parma, formed the Cuyahoga Housing Consortium (the "Consortium") pursuant to the federal guidelines.</p> <p>Each participating community is entitled to an allocation of the annual award of federal HOME funding as outlined in the consortium agreement. No other entity is eligible for the funding.</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>The county department of development can permit competition only for the share of the HOME funds allocated to the county.</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
<p>BC2013-100</p>	<p>Department of Health and Human Services</p>	<p>Division of Children and Family Services, requesting approval of an alternative procurement process on RQ26486 which will result in an award recommendation in the amount of \$24,900.00 for on-going Case Management review services for the period 7/1/2013 - 6/30/2014. Board of Control (Ordinance No.O2011-0044 Section 4.4(b) (16)).</p> <p>Funding Source: 33% Federal funds; 67% Health and Human Services Levy funds.</p> <p>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 (DCFS) is requesting authorization for an alternative procurement process regarding a request for qualifications (RFQ) for On-going Case Management for Employee Cases. The term is scheduled from July 1, 2013 to June 30, 2014 at an amount not-to-exceed \$24,900.00.  DCFS is seeking external, part-time, individual case workers to provide case management for active, on-going Cuyahoga County Division of Children and Family Services (DCFS) employee cases. Ultimately, DCFS is trying to avoid a conflict of interest.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please</p>	

		<p>enter original contracted amount and additional amount, if any)  \$24,900.00: Estimated Dollar Amount  Funding codes: CF135509-0278-H02140  Funding source: 33% Federal / 67% HHS Levy.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method  In this instance, per the purchasing changes effective January 1, 2013, the new procedure for an informal RFQ process that is less than \$25,000.00 requires using Buyspeed On-line (BSO) to compile a vendor's list based on the commodity code for Human Services and its subset, Case Management, which is made up of registered service providers, not individuals. As part of this required change, all parties on the BSO vendor's list would have to be sent this RFQ.  This particular RFQ is designed to solicit responses from external, part-time, individual case workers who can provide case management services for active, on-going DCFS employee cases without a conflict of interest. Sending this RFQ to the parties listed on the BSO vendor list would make it difficult to avoid a conflict of interest since its list contains several of DCFS' current, contracted service providers.  Nevertheless, a competitive procurement method will be utilized for this informal RFQ process. DCFS is asking for permission to modify the current procedures to allow for a minimum of three individuals to be solicited, via e-mail, to respond to the requirements of this RFQ, rather than all the vendors listed under the associated BSO commodity code.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.  None - DCFS is seeking external, part-time, individual case workers to provide case management for active, on-going Cuyahoga County Division of Children and Family Services (DCFS) employee cases. Ultimately, DCFS is trying to avoid a conflict of interest. The BSO process does not allow for individuals to be solicited who are not affiliated with current services providers and the individuals from within current services providers present a conflict of interest that we need to avoid.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?  The On-going Case Management services contract needs</p>	
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		<p>the expertise of external case workers to provide case management for active, on-going Cuyahoga County Division of Children and Family Services (DCFS) employee cases. Currently, investigations involving DCFS employees are handled through one of three contiguous counties, with whom we have a Memorandum of Understanding. If an investigation results in the need for on-going services, DCFS has no provision in place to assure that an outside party will provide the required case management. DCFS is concerned that the practice of internal staff managing cases of co-workers represents a serious conflict of interest.</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. Without this service it is not possible for these employee cases to be properly handled without a possible conflict of interest.</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 Plan to issue an RFQ in an attempt to find qualified individuals, not service provider agencies.</p>	<p><input type="checkbox"/> Approve  <input type="checkbox"/> Disapprove  <input type="checkbox"/> Hold</p>
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- 7. Public Comment
- 8. Adjournment

**Minutes**

Cuyahoga County Board of Control  
County Administration Building, 4th Floor  
April 1, 2013 11:00 A.M.

- 1. Call to Order: The meeting was called to order at 11:05 A.M.

Attendees: County Executive Edward FitzGerald  
Councilman Michael Gallagher  
Councilman Dave Greenspan  
Councilman Dale Miller - Alternate  
Director Bonnie Teeuwen  
Director Lenora Lockett  
Treasurer Mark Parks - Alternate  
Board of Control Clerk David Merriman

Fiscal Officer Wade Steen and Councilman Pernel Jones Jr. were unavailable.

Review and Approve Minutes – Ed FitzGerald made a motion to approve, Dale Miller seconded, the minutes were approved as written. Bonnie Teeuwen abstained.

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

5. Scheduled Items for Review

**BC2013-94**

Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1200372-01 with Fabrizi Trucking & Paving Co., Inc. for replacement of Prospect Road Culvert No. 9 over Baker Creek in the City of Strongsville for additional funds in the amount not-to-exceed \$57,847.27.

Funding Source: 20% Ohio Public Works Commission and 80% County using funds from the \$5.00 Vehicle License Tax Fund.

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

Approve  
 Disapprove  
 Hold

**BC2013-95**

Department of Development, recommending to amend Board of Control approval No. BC2012-321 to add funding in the amount of \$400,000 for the Storefront Renovation Program. The anticipated start - completion dates are unchanged: August 1, 2011 - December 31, 2015.

~~Funding Source: Funding Source: 20% Ohio Public Works Commission and 80% County using funds from the \$5.00 Vehicle License Tax Fund.~~

**Note: This item was amended to reflect the funding Source as 25% General Funds and 75% Community Development Block Grant Funds.**

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

Approve  
 Disapprove  
 Hold

**BC2013-96**

Department of Development, requesting approval of an amendment to agreement AG1200199-01, 02,03 with the City of Euclid for \$505,773.46, effective April 1, 2013. The amendment adds \$202,927.80 in federal Fiscal Year 2005 and 2010 HOME funds allocated to the City of Euclid.

Funding Source: 100% with federal HOME funds

Ed FitzGerald made a motion to approve, Bonnie Teeuwen seconded, the item was approved.

Approve

Disapprove  
 Hold

**BC2013-97**

Department of Health and Human Services/Office of Re-entry, submitting an amendment to Contract No. CE1200215-01 with Verge, Inc. for implementation of a Social Enterprise Initiative Program for formerly incarcerated individuals for the period 3/1/2012 - 8/31/2013 to extend the time period to 12/31/2013 and for additional funds in the amount of \$50,000.00.

Funding Source: 100% Health and Human Services Levy Funds

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

Approve  
 Disapprove  
 Hold

6. Other Business - None
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 11:20 A.M.

**5. New Items For Review**

**BC2013-98**

**A. Scope of Work Summary**

1. Public Safety & Justice Services, Witness/Victim Service Center is requesting authority to submit, accept, expend, and complete all necessary forms for the 2012 Domestic Violence Homicide Prevention Demonstration Initiative from the United States Department of Justice, Office on Violence Against Women, for the anticipated amount of \$192,447.00. The anticipated start-completion dates are May 1, 2013 through April 30, 2014. This request will result in a contract in the amount of \$182,447.00 to Domestic Violence and Child Advocacy Center.
2. The primary goal of the project is to study effective methods for reducing domestic violence related homicide and prepare to adapt those methods for implementation in Cuyahoga County. It was a requirement of the solicitation to write in the County's non-profit, non-governmental domestic violence service provider.
3. N/A

**B. Procurement**

1. This is a grant application to the United States Department of Justice. The solicitation called for concept papers addressing the need for a domestic violence homicide prevention program in Cuyahoga County and mandated that the jurisdiction's nonprofit, nongovernmental domestic violence agency be submitted as a partner in the application.
2. N/A
3. N/A

### **C. Contractor and Project Information**

1. N/A, however this item will result in a contract to the Domestic Violence & Child Advocacy Center upon award. The address for the non-profit, non-governmental domestic violence provider is:  
Domestic Violence Child Advocacy Center  
P.O. Box 5466  
Cleveland, Ohio 44101
2. The CEO of the vendor is Linda Dooley Johanek
3. This phase of the project is planning and research only; no services will be provided. However, all activities will centered around administrative offices located at 3146 Scranton Road, Cleveland, Ohio 44109.
- 3.a. N/A

### **D. Project Status and Planning**

1. The project is new to Cuyahoga County.
2. The federal project has two phases. Cuyahoga County has applied to be a part of Phase I- Planning and Research. Exact dates for Phase II- Implementation, are still unknown. Funding for Phase II is dependent upon outcomes achieved in Phase I.
3. N/A
4. N/A
5. N/A

### **E. Funding**

1. The project is funded 100% by the United States Department of Justice. No County match is required.
2. N/A
3. N/A
  
6. Other Business

**BC2013-99 - BC2013-100**  
**(See items Detail above)**