

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 May 6, 2013 11:00 A.M.

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

Item	Requestor	Description	Board Action
BC2013-121	Department of Public Works	Submitting an amendment to Contract No. CE1200157-01 with Hasenstab Architects, Inc. for architectural engineering services and construction administration for the Cuyahoga County Crime Laboratory to change the scope of services, effective 3/15/2013 and for additional funds in the amount not-to-exceed \$70,500.00. Funding Source: 100% Forensic Science Lab Capital Account Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-122	Department of Public Works	Recommending an award on RQ26230 and enter into a contract with Schirmer Construction LLC (4-2) in the amount not-to-exceed \$173,282.00 for the deck replacement on Lee Road Bridge No. 00.77 over Mill Creek in the City of Maple Heights. Funding Source: 7.50 License Tax Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-123	Department of Public Works	Recommending an award on RQ25441 and enter into a contract with Chagrin Valley Engineering, LTD in the amount not-to-exceed \$200,000.00 for general sanitary engineering services. Funding Source: 100% by County Sanitary Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-124	Department of Development	Requesting approval to enter into an agreement with the City of Parma for HOME funded activities in the amount not-to-exceed \$109,355.00. Anticipated start - completion dates are 06/01/2013 - 12/31/2014. Funding Source: City of Parma allocation of HOME funds from the Cuyahoga HOME Consortium	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-125	Office of Procurement & Diversity	<u>Department of Public Works</u> a) on RQ26205 and enter into a contract with Air-Rite, Inc. (19-1) in the amount not-to-exceed \$135,000.00 for HVAC filters for various County buildings for the period 5/1/2013 - 4/30/2015. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

BC2013-126	Medical Examiner	Recommending an award on RQ26909 to Esposito Mortuary Services, Inc. in the amount not-to-exceed \$375,000.00 for body transportation services for the period 8/1/2013 - 7/31/2014. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold
BC2013-127	Court of Appeals	Recommending an award on RQ27148 and enter into a contract with InfoPro Computer Solutions, sole source, in the amount not-to-exceed \$255,000.00 for consultant services on the Buckeye Case Management and Computer Network Systems for the period 4/1/2013 - 3/31/2016. Funding Source: 100% General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input checked="" type="checkbox"/> Hold

- 6. Other Business
- 6. Public Comment
- 7. Adjournment

Minutes

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 April 29, 2013 11:00 A.M.

- 1. Call to Order: The meeting was called to order at 11:06 A.M.

Attendees: County Executive Edward FitzGerald
 Councilman Michael Gallagher
 Fiscal Officer Wade Steen
 Councilman Dave Greenspan
 Councilman Pernel Jones Jr.
 Director Bonnie Teeuwen
 Director Lenora Lockett
 Board of Control Clerk David Merriman

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

- 4. Scheduled Items for Review

BC2013-112

Department of Public Works, recommending an award on RQ25983 and enter into a contract with Kevin C. Robinette Architect, LLC in the amount not-to-exceed \$250,000.00 for general architectural engineering services for the period 4/29/2013 - 4/30/2016.

Funding Source: 100% General Fund

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

Approve
 Disapprove
 Hold

BC2013-113

Department of Information Technology, submitting an amendment to Contract No. CE1000769-07 with Sprint Solutions, Inc. for wireless communication services for various County departments for the period 9/1/2010 - 12/31/2013 for additional funds in the amount of \$48,551.40.

Funding Source: 100% General Fund

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

Approve
 Disapprove
 Hold

BC2013-114

Department of information Technology, submitting an RFP exemption on RQ27248, which will result in an award recommendation to Hewlett-Packard Company in the amount not-to-exceed \$413,782.91 for purchase of 288- Model HP8750p i5 and 55- Model HP8750p i7 laptop computers.

Funding Source: Department of Information Technology's Capital Budget.

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

Purchasing (288) HP 8750p i5's and (55) HP 8750p i7's. These laptops will be deployed/imaged by the vendor. Computrace will be installed on a majority of these laptops for security purposes. Docking stations, cases, and monitors will all be included in this purchase.

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

The projected total amount will not exceed \$413,782.91. This project is being funded by The Department of IT's Capital Budget (MI512780).

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

These laptops are being bought under the State of Ohio (WSCA/NASPO) Contract (OA1067) terms and conditions. This project is intended to replace aged laptops and improve end user productivity. This will give the County a 5-year cycle plan for aged laptops.

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

Nine vendors were asked to provide costs on the laptops with services. Four of them were qualified because they can include the services portion of this project. The four candidates that we evaluated were HP, SHI, Smart Solutions, and GovConnection.

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

From a technical standpoint, the County is gearing towards an HP environment. A project like this will enable multiple County agencies to be on same platform. HP will provide the services that would typically be done by County employees. Allowing HP to image and deploy the workstations will save the County time and money.

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 was done through competitive bid.

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 needs to continue giving multiple vendors an opportunity on County business.

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

Approve
 Disapprove
 Hold

BC2013-115

Office of Procurement & Diversity, recommending an award:

Department of Information Technology

a) on RQ27248 to Hewlett-Packard Company in the amount not-to-exceed \$413,782.91 for purchase of 288-Model HP8750p i5 and 55- Model HP8750p i7 laptop computers (State Contract No. 0A1067/ORC 125.04(B)).

Funding Source: This project is being funded by The Department's Capital Budget

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

Approve
 Disapprove
 Hold

BC2013-116

Department of Information Technology, submitting an RFP exemption on RQ27412, which will result in an award recommendation to MCPC in the amount not-to-exceed \$364,580.26 for purchase of NetApp Enterprise Storage Arrays.

Funding Source: This purchase is being funded by the unused Crile building project. The MI512780 Capital index code is funding a small percentage of this project.

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

NetApp Enterprise Storage Array
Design and Installation Services
CISCO Nexus 5548

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

The total amount will not exceed \$364,580.26. The County received a promotional discount of \$117,796.00. This purchase is being funded by the unused Crile building project. The MI512780 Capital index code is funding a small percentage of this project.

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

These products and services are under the State Term Schedule:
534345 (NetApp)
533110-3 (Nexus)
534134 (Services)

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

Nine other vendors were contacted about this bid opportunity and only three responded. TEC Communications, PEERYproTECH, and Smart Solutions were the vendors we evaluated.

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

The County has a legacy lower tier storage array. Current and future requirements call for an enterprise class configuration. This system will replace the legacy HP storage and be used for the new Cisco Call Manager System.

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 was competitively bid on.

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 needs to continue giving multiple vendors an opportunity on County business.

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

Approve
 Disapprove
 Hold

BC2013-117

Office of Procurement & Diversity, recommending an award:

Department of Information Technology

a) on RQ27412, to MCPC in the amount not-to-exceed \$364,580.26 for purchase of NetApp Enterprise Storage Arrays for CISCO Nexus 5548 (State Contract Nos. 534345/533110/534134-1/ORC 125.04(B)).

Funding Source: This purchase is being funded by the unused Crile building project. The MI512780 Capital index code is funding a small percentage of this project.

Ed FitzGerald made a motion to approve, all members were in favor of the motion, the item was approved.

Approve
 Disapprove
 Hold

BC2013-118

Office of Procurement & Diversity, recommending an award and enter into a contract:

Department of Public Works

a) on RQ26432 with RA Strauss Electric Supply Co. (16-5) in the amount not-to-exceed \$300,000.00 for incandescent and fluorescent lamps for various County buildings for the period 5/1/2013 - 4/30/2016.

Funding Source: 100% by the General Fund

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

Approve
 Disapprove
 Hold

BC2013-119

Department of Public Safety and Justice Services/Regional Enterprise Data Sharing System, submitting an amendment to Contract No. CE0800477-02 with Careworks Technologies, LTD for Wide Area Network services for the Regional Enterprise Data Sharing System for the period 5/1/2008 - 4/30/2013 to extend the time period to 12/31/2013 and for additional funds in the amount not-to-exceed \$141,840.00.

Funding Source: 84% by CRIS/REDSS (User Fees, \$5 Moving Violation Fees and General Fund Subsidy) and 16% by the general fund of DOIT

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

Approve
 Disapprove
 Hold

BC2013-120

Department of Health and Human Services/Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1100369-01 with Catholic Charities Corporation for intensive case management services for Ohio Works First and Disability Financial Assistance cash recipients with barriers to employment for the period 7/1/2011 - 6/30/2012 to extend the time period to 6/30/2014 and for additional funds in the amount of \$372,000.00.

Funding Source: 100% by Federal TANF Funds

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

Approve
 Disapprove
 Hold

- 5. Other Business - None
- 6. Public Comment – There was no public comment.
- 7. Adjournment – Ed FitzGerald made a motion to adjourn, Wade Steen seconded, the meeting was adjourned at 11:27 A.M.

4. New Items for Review

BC2013-121

A. Scope of Work Summary

- 1. Department of Public Works requesting approval of an amendment with Hasenstab Architects, Inc. for the anticipated cost of \$70,500.00.
- 2. The primary goals of the project are to provide architectural and engineering services to renovate approximately 20,000 square feet on the 3rd floor of the Medical Examiner's Building to house the Cuyahoga County Regional Crime Laboratory. The scope of work shall include renovating the space to accommodate Evidence Storage, Fingerprint Laboratories and offices, Fingerprint Storage, Automated Fingerprint and Information System (AFIS), a Drug Laboratory and a Ballistics Laboratory. The purpose of this amendment is to provide construction administration services and project close out after construction is completed.
- 3. N/A

B. Procurement

- 1. The procurement method for this project was RFQ. The total value of the RFQ is \$296,900.00.
- 2. The RFQ closed on January 12, 2012. There is an SBE participation goal of 30%.
- 3. There were 19 proposals pulled from OPD, 7 proposals submitted for review, 1 approved.

C. Contractor and Project Information

1. The address of the vendor is:
Hasenstab Architects, Inc.
190 North Union Street
Suite 400
Akron, OH. 44304
Council District - N/A
2. The Board of Directors for Hasenstab Architects, Inc. was attached to the original contract.
3. a. The location of the project is:
Cuyahoga County Medical Examiner
11001 Cedar Ave.
Cleveland, OH. 44106
Council District - 8
3. b. The project is located in Council District 8.

D. Project Status and Planning

1. The project is an extension of the existing project.
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

1. This contract is funded 100% by the Forensic Science Lab Capital Account.
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 second amendment of the contract.

BC2013-122

Department of Public Works

A) SCOPE OF WORK SUMMARY

1. is recommending an award on RQ26230 to Schirmer Construction LLC in the amount not-to-exceed \$173,282.00 for the Lee Road Bridge No. 00.77 Deck Replacement over Mill Creek in the City of Maple Heights.
2. and enter into a contract with Schirmer Construction LLC. They were determined to be the lowest qualified bidder and submitted all necessary documentation per the Bid Specifications.

PROCUREMENT

- 1) Competitive Bid process.
- 2) The Office of Procurement & Diversity assessed a thirty (30%) percent SBE Goal and OPD approved their plan.
- 3) The engineer's estimate was \$180,000.00. The bids were open on March 21, 2013.

There were four (4) proposals pulled from OPD and two (2) bids were submitted for review and an award recommendation is being made to the lowest qualified bidder.

3) N/A.

C) CONTRACTOR AND PROJECT INFORMATION

Schirmer Construction LLC 440-716-4900
31350 Industrial Parkway
North Olmsted, Ohio 44070
Council District - 1

The bridge is located in Council District 8.

D. PROJECT STATUS AND PLANNING

1. As per specifications construction is scheduled to begin June 21, 2013 and is scheduled to be completed on September 21, 2013.

E. FUNDING

1. 100% Cuyahoga County using funds from the \$7.50 License Tax Fund.

The contractor has completed ethics training as required

BC2013-123

Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Chagrin Valley Engineering, LTD. for the not-to-exceed cost of \$200,000.00. The anticipated start-completion dates are May 6, 2013 - May 5, 2016.

I. Allow this office to continue to maximize our resources (staff and financial) to address our infrastructure needs.

II. Provide prompt response for engineering services and initiating work on the requested engineering tasks.

III. Allow our office to feel confident that the quality of work will meet acceptable standards (with minimal oversight).

3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$400,000.00 (2 contracts at \$200,000.00 each).

2. The RFQ was closed on December 19, 2012. There is 30% SBE on this RFQ.

3. There were 8 Proposals submitted for review, 2 proposal aproved (one contract with Chagrin Valley Engineering, Ltd. and one with DLZ that was submitted under a separate submission prior to this submission.)

C. Contract and Project Information

1.The Address of the vendor is:
Chagrin Valley Engineering, Ltd.

22999 Forbes Road, Suite B
Cleveland, Ohio 44146-5667
Council District 7

- 2.a. listing of the board of directors for Chagrin Valley Engineering, Ltd. is included as an attachment.
- 3.a. The address of the project could be through Cuyahoga County depending on the task assigned.
- 3.b. The project could be located in all Council Districts depending on the tasks assigned

D. Project Status and Planning

1. The project reoccurs annually, with a new RFQ being issued each year.
2. N/A
3. N/A
4. N/A

E. Funding

1. The project is funded 100% by County Sanitary Funds.
2. The schedule of payments is by invoice.
3. N/A

BC2013-124

Scope of Work Summary

1. Department of Development requesting approval to enter into an agreement with the City of Parma for HOME funded activities in the amount not-to-exceed \$109,355.00. Anticipated start - completion dates are 06/01/2013 - 12/31/2014.
2. The primary goals of the project are to provide the city with its allocation of federal HOME funds to perform HOME qualified activities and administration. The project is mandated by the U.S. Department of Housing and Urban Development.

B. Procurement

1. The 2012 HOME allocation for Parma was approved by the Cuyahoga HOME Consortium at its regularly scheduled meeting on January 9, 2013. **The Cuyahoga County Board of Control approved an exemption from aggregation of contracts for allocation of HOME funds to Cuyahoga HOME consortium members, on April 8, 2013.**
2. Parma is a member of the Cuyahoga HOME Consortium as approved by the U.S. Department of Housing and Urban Development. As such the City of Parma is entitled to an allocation of HOME funds received and administered by the Cuyahoga County Department of Development.

The total value of this agreement is \$109,355.00

C. Contractor and Project Information

1. The address of the contractor is:
City of Parma
6611 Ridge Road
Parma, Ohio 44129
Council District 4
2. City of Parma Timothy DeGeeter, Mayor and Erik Tollerup, Director
3. The entire City of Parma is the location of this project.

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. Project funded through the City of Parma allocation of HOME funds from the Cuyahoga HOME Consortium
2. The schedule of payments is monthly.
3. This project is an Agreement to approve HOME activities.
Original start - completion dates are 06/01/2013 - 12/31/2014.

BC2013-125

A. Scope of Work Summary

1. The Office of Procurement & Diversity is recommending approval of an award to AIR-RITE, INC. on RQ26205 for HVAC Filters in the amount not-to-exceed One Hundred Thirty-Five Thousand, (\$135,000.00) for the period of May 1, 2013 – April 30, 2015 with the option to extend one (1) year at year two (2) pricing The contractor will furnish HVAC Filters for the Department of Public Works in accordance with the bid.

B. Procurement

1. The procurement method for this purchase was a formal competitive bid. The total value of the RFB was in the amount not-to-exceed One Hundred Thirty-Five Thousand, (\$135,000.00) for the two (2) years.
2. The bid closed on March 19, 2013.
3. 19 bids were pulled from OPD and Air-Rite, Inc. was the only vendor who submitted a bid. The bid was evaluated and Air-Rite, Inc, is being recommended for the award.
4. The SBE goal was 15%, however the vendor requested a full waiver.

C. Contractor and Project Information

1. AIR-RITE, INC.
1290 West 117th Street
Cleveland, Ohio 44107
2. The President of Air-Rite, Inc. is Dave Harris (216) 228-8200
3. HVAC Filters will be purchased and picked up by a Public Works employee.

D. Project Status and Planning

1. This first time contract will be for the period of May 1, 2013 through April 30, 2015 with the option to

extend one (1) year at year two (2) pricing.

2 . A performance bond is not required for this item.

E. Funding

1. The contract is funded 100% by General Fund (CT577395)

2. Schedule of payments will be by paid for by releases against the contract upon delivery and acceptance of the merchandise by the County under the terms of the contract.

BC2013-126

A. Scope of Work Summary

1. Medical Examiner's Office is submitting an Award Recommendation to approve a one year contract with Esposito Mortuary Services, Inc. for the anticipated cost not-to-exceed \$375,000.00. The anticipated start-completion dates are August 1st, 2013 - July 31st, 2014, with 3 one-year options to renew.

2. The primary goal of this project is to provide body transportation to the Medical Examiner's Office within County jurisdiction, in a prompt, efficient and professional manner.

B. Procurement:

1. The total value of the award is \$375,000.00.

C. Contractor and Project Information:

1. The address of the vendor is:
Esposito Mortuary Services, Inc.
1575 West 117th Street
Cleveland, Ohio 44107

2. Owned by: Aaron A. Esposito, President

D. Project Status and Planning:

1. The project will result in the signing of a new contract, and is on going as there will always be a need for this service.

2. The purchase order needs a signature in ink by 7/29/2013.

E. Funding:

1. The project is funded 100% by the Medical Examiner's General Fund.

2. The schedule of payment is by invoice.

BC2013-127

A. Scope of Work

Court of Appeals, submitting a contract with InfoPro Computer Solutions in the amount not-to-exceed \$255,000.00 for consultant services for the three year period beginning April 1, 2013 and ending March 31, 2016.

This contract will provide support and maintenance services for the Court's Information Technology.

B. Procurement: CPB approved sole source.

C. Contractor and Project Information

1. The owners name and address of the contractor is:
Jeffrey Dreps, President InfoPro Computer Solutions

45375 Glengarry Blvd.
Canton, MI 48188

D. Project Status and Planning

1. The need for these contract services reoccurs annually.

E. Funding

1. The contract is funded 100% by the General Fund from monies appropriated to the Court for such services as required.
2. The schedule of payments is by vendor invoice.