

**Minutes**

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

- 1. Call to Order: The meeting was called to order by County Executive Ed FitzGerald at 11:03 A.M.

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

Review and Approval of Minutes –

At the May 28, 2013 regular meeting of the Board of Control the following approved items were properly moved and seconded. All items were considered and adopted by all members present, unless otherwise noted. County Executive Ed FitzGerald made a motion to approve, Bonnie Teeuwen seconded, the minutes were approved as written by unanimous vote.

- 5. Scheduled Items for Review

**BC2013-143**

Department of Public Works, submitting an amendment to Contract No. CE1000225-02 for Group A only to Kone, Inc. (8-4) for elevator maintenance and repair for various County buildings for the period 9/1/2009 - 7/31/2012 to extend the time period to 11/30/2013 and for additional funds in the amount of \$158,939.17.

Funding Source: Internal Service Fund

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

Approve  
 Disapprove  
 Hold

**BC2013-144**

Department of Public Works, requesting an amendment to CE0900583, on RQ14133 -with Schindler Elevator Corporation for elevator maintenance and repair services for the Administration Building, Courthouse Square, East 9th Street Garage, Jane Edna Hunter Building, Metzenbaum Children’s Center for the period August 1, 2009 - May 31, 2013 an additional six (6) months to November 30, 2013 and for additional funds in the amount of \$30,210.00

Funding Source: 100% Internal Service Fund

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

Approve  
 Disapprove  
 Hold

**BC2013-145**

Department of Public Works, requesting an amendment to CE0900582-01,02,03, on RQ14133 - with Schindler Elevator Corporation for elevator maintenance and repair services for the Virgil E. Brown Building, County Archives, BOE, Auto Title Building, Public Works Building, HPG, Courthouse, Public Works Engineers for the period August 1, 2009 - May 31, 2013 an additional six (6) months to November 30, 2013 and for additional funds in the amount of \$56,082.00

Funding Source: 100% Internal Service Fund

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

Approve  
 Disapprove  
 Hold

**BC2013-146**

Department of Development, requesting approval of a United States Environmental Protection Agency (USEPA) Brownfield Revolving Loan Fund (BRLF) Subgrant agreement between Cuyahoga County, on behalf of the Department of Development, and 6202 St. Clair LLC for the environmental cleanup of property located at 6218-6220 St. Clair Avenue, Cleveland; in the amount not to exceed \$115,00.00. Authorizing the Director of the Department of Development to sign all necessary documents in relation to the Brownfield Revolving Loan Fund.

Funding Source: 100% by federal funds - USEPA RLF Grant award to Cuyahoga County.

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

Approve  
 Disapprove  
 Hold

**BC2013-147**

Department of Workforce Development, submitting amendments to contracts and agreements with various providers for Workforce Investment Act In-School and Out-of-School Youth Training for the period 9/1/2011 - 6/30/2013 to change the scope of services, for additional funds:

Contracts

a) No. CE1100660-01 with Baldwin-Wallace College in the amount not-to-exceed \$17,857.00.

- b) No. CE1100667-01 with Guidestone fka Berea Children's Home in the amount not-to-exceed \$100,000.00.
- c) No. CE1100669-01 with Lutheran Metropolitan Ministry in the amount not-to-exceed \$100,000.00.
- d) No. CE1100700-01 with Towards Employment, Incorporated in the amount not-to-exceed \$50,000.00.

Agreements

- e) No. AG1100140-01 with Cuyahoga Community College District in the amount not-to-exceed \$76,000.00.
- f) No. AG1100141-01 with Mayfield City School District in the amount not-to-exceed \$6,143.00.
- g) No. AG1100142-01 with Cuyahoga Community College District in the amount not-to-exceed \$50,000.00.

Funding Source: 100% by Federal Workforce Investment Act (WIA) Funds

**Note: This item was held as there was no representative in attendance to present the item.**

Approve  
 Disapprove  
 Hold

**BC2013-148**

Department of Public Safety and Justice Services, submitting an amendment to Agreement No. AG1300081-01 with City of Broadview Heights for an assessment of vacant land as a potential Emergency Operations Center for the period 3/1/2013 - 5/31/2013 to extend the time period to 8/31/2013 and for additional funds in the amount not-to-exceed \$200,000.00.

Funding Source: 100% by a Capital Project

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

Approve  
 Disapprove  
 Hold

**BC2013-149**

Department of Public Safety and Justice Services/Public Safety Grants, submitting an amendment to Agreement No. AG1100025-01 with City of Cleveland for reimbursement of eligible expenses in connection with the FY2010 Port Security Grant Program for the period 6/1/2010 - 5/31/2013 for additional funds in the amount not-to-exceed \$80,000.00.

Funding Source: 100% Department of Homeland Security FEMA.

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

Approve  
 Disapprove  
 Hold

**BC2013-150**

Department of Public Safety and Justice Services /Regional Enterprise Data Sharing System, submitting an amendment to Contract No. CE1200551-01, 02 with Main Sail, LLC for consultant services for the development and upgrade of the Regional Enterprise Data Sharing System for the period 7/1/2012 - 6/13/2013 to extend the time period to 12/31/2013, to change the scope of services, effective **5/28/2013** and for additional funds in the amount not-to-exceed \$215,000.00.

Funding Sources:

Family Justice Center Grant/ JA753079-\$133,850.00-Suffix (01)

Regional Enterprise Data Sharing System/ JA090068-\$81,150.00-Suffix (02)

**Note: Felecia Harrison stated 5/28/2013 as the effective date of the contract amendment .**

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

Approve  
 Disapprove  
 Hold

**BC2013-151**

Department of Health and Human Services/Community Initiatives Division/Office of Re-entry, submitting an amendment to Contract No. CE1200194-01 with Career Development and Placement Strategies 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, to change the scope of services, effective 6/1/2013 and for additional funds in the amount of \$50,000.00.

Funding Source: 100% Health and Human Service Levy funds

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

Approve  
 Disapprove  
 Hold

**BC2013-152**

Department of Health and Human Services /Cuyahoga Job and Family Services, submitting an amendment to Contract No. CE1100370-01 with Early Childhood Options of University Circle for Neighborhood Family Service Centers child care drop-in-services for the period 7/1/2011 - 6/30/2013 to extend the time period to 6/30/2014 and for additional funds in the amount not-to-exceed \$112,845.00.

Funding Source: 100% Federal Temporary Assistance to Needy Families funds

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

Approve  
 Disapprove  
 Hold

**BC2013-153**

Department of Information Technology, submitting a contract with Mythics, Inc. in the amount not-to-exceed \$423,550.20 for software support maintenance county wide for Oracle products for the period 6/1/13 - 5/31/14.

The project is funded 100% by the General Fund.

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

Approve  
 Disapprove  
 Hold

6. Other Business

**BC2013-154**

Fiscal Office,

A) Submitting an RFP exemption on RQ24599, which will result in an amendment to Contract No. CE1200606-01 with Manatron, Inc. for support and maintenance on the Manatron Visual Property Tax System and SIGMA CAMA software system 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 of \$486,190.00.

B) Submitting an amendment to Contract No. CE1200606-01 with Manatron, Inc. for support and maintenance on the Manatron Visual Property Tax System and SIGMA CAMA software system 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 of \$486,190.00.

Funding Source: funding sources:

FS109702 - 97,238.00, - Assessment fund  
FS109660 - 97,238.00 - General fund  
FS109710 - 97,238.00 - Delinquent Real Estate Tax Assessment Fund

FS109728 - 48,619.00 - Tax Prepayment Special Interest Fund  
FS109652 - 145,857.00 - General Fund

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

Maintenance on the MVP Tax System for the Fiscal Office/Treasurer and Fiscal/Appraisal Department.  
Also maintenance on the CAMA Sigma System for the Fiscal/Appraisal Department.

3. Will this purchase obligate Cuyahoga County to this or any other vendor for future purchases, for example, maintenance, licensing or continuing need?  Yes  No

If yes, please provide details regarding future obligations and/or needs.

What is the duration of this purchase, including number of "potential" renewal options?

Check the appropriate box. If yes, provide information regarding the duration of any potential commitments as well as the estimated costs for such commitments.

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

There was a RFP done and RQ002 was issued September 23, 1999 for the purchase of Manatron's software. Manatron is the sole proprietor of the software. Manatron is the only company to provide maintenance to the software.

5. Why are the requested goods/services the only ones that can satisfy your requirements? What are the unique features of the product or service that are not available in any other product or service? Provide specific, quantifiable factors/qualifications.

Provide specific, quantifiable factors/qualifications.

Provide specific details on the compelling functional and/or technical reasons why the requested good or service is the only one that can satisfy the requirement. Indicate any features of the product or service that cannot be provided by an alternative product or service. In enumerating the unique aspects of the product or service, provide quantifiable details on the factors and/or qualifications that make the good or service distinctive. If the good or service is patented or copyrighted, provide the supporting information such as patent number or copyright holder.

Manatron was selected through a formal RFQ process. Manatron is the only vendor capable of providing patch upgrades and yearly maintenance to the system. Manatron is the sole proprietor.

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?

The County is in the process of developing an upgrade or replacement strategy for the Manatron systems. Due to the complexity and cost of upgrading these systems, it is recommended to continue with the yearly maintenance contract.

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

An upgrade/replacement strategy is underway between the Fiscal and IT Departments.

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

If yes, who was the contractor/supplier and was the requirement competitively bid or sole source? What was the last date and price paid for goods/services?

There was an RFP done and RQ002 was issued September 23, 1999 for the purchase of Manatron's software. Manatron is the sole proprietor of the software. Manatron is the only company that can provide maintenance to their software.

The 2012 cost for maintenance was \$486,190 for both the MVP and Sigma Cama systems.

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 County is in the process of developing an upgrade or replacement strategy for the Manatron systems.

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

There were extensive negotiations between Manatron and the ISC Department. The ISC Department was able to consolidate both maintenance agreements under one contract and were able to have Manatron waive the cost of the Data Tables which will save the county approximately \$79,000.00. Also negotiated

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.

12. Amount to be paid: \_\_\_\_\_\$486,190.00\_\_\_\_\_

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

Approve  
 Disapprove  
 Hold

7. Public Comment – There was no public comment.

8. Adjournment – Ed FitzGerald made a motion to adjourn, Michael Gallagher seconded, the meeting was adjourned without objection at 11:29 A.M.