

Cuyahoga County Board of Control
County Administration Building, 4th Floor
August 19, 2013 11:00 A.M.

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

BC2013-225	Department of Public Works	<p>Recommending an award on RQ23679 and enter into a contract with SageQuest LLC, in the amount not-to-exceed \$499,008.00 for global positioning system fleet tracking services for 400 vehicles for the period 8/1/2013 - 7/31/2015. (Deputy Chief Approval No. DC2012-93 - authority to seek proposals).</p> <p>Funding Source: 33% Sanitary Engineering funds, 33% County General funds and 33% County Road and Bridge funds.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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5. New Items for Review

Item	Requestor	Description	Board Action
BC2013-235	Department of Public Works	<p>Recommending an award on RQ25432 and enter into a contract with E.L. Robinson Engineering of Ohio Co. in the amount not-to-exceed \$415,282.48 for engineering services for rehabilitation of Avery Road Bridge No. 1.16 over the Chippewa Creek in the City of Broadview Heights. (Deputy Chief Approval No. DC2012-248 - authority to seek qualifications).</p> <p>Funding Source: 100% Road and Bridge Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2013-236	Common Pleas Court/ Corrections Planning Board	<p>Requesting approval to apply for and accept grant funds from Ohio Department of Rehabilitation and Correction in the amount of \$1,199,200.00 for the FY2014 Community Corrections Act Probation Improvement and Incentive Grant Program for the period 10/1/2013 - 6/30/2015.</p> <p>Funding Source: FY2014 Community Corrections Act Probation Improvement and Incentive Grant Program grant funds.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

BC2013-237	Department of Health and Human Services	<p>Community Initiatives Division/Office of Homeless Services, recommending an award on RQ28315 and enter into a contract with Emerald Development & Economic Network, Inc. in the amount not-to-exceed \$371,928.00 for managing the Shelter Plus Care Sponsor Based Rental Assistance Program in connection with the McKinney-Vento Homeless Assistance Act for the period 9/1/2013 - 8/31/2014.</p> <p>Funding Source: 100% U.S. Department of Housing & Urban Development, McKinney-Vento Homeless Assistance Grant</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
BC2013-238	Department of Development	<p>Recommending an alternative procurement process for the 2014 Community Development Block Grant (CDBG) Municipal Grant program. Only 51 communities that are members of the Cuyahoga Urban County are eligible to participate. Ordinance No. 02011-0044, Section 4.4(b)(16)).</p> <p>Funding Source: 100% with federal Community Development Block Grant funds.</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The Department of Development intends to conduct its annual informal RFP process for the purpose of expending federal Community Development Block Funds (CDBG) in the Cuyahoga Urban County.</p> <p>The allocation of 40% of the annual CDBG entitlement funding for the purposes of a competitive Municipal Grant Program is a requirement in the Cooperation Agreement submitted to the U.S. Department of Housing and Urban Development.</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>Estimated dollar amount is \$1,050,000 of Community</p>	

		<p>Development Block Grant Funding (CDBG).</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>51 communities have signed with Cuyahoga County to form the Urban County and the reservation of these CDBG funds for the purpose of municipal grants is contained in each year’s application to the U.S. Department of HUD.</p> <p>Therefore, only Cuyahoga Urban County communities are eligible to apply for and receive funds allocated for the purpose of municipal grants.</p> <p>Urban County Communities are informed of the Competitive Municipal Grant Program criteria and are invited to submit applications for consideration and approval.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>No other available options as the funds are designated for use by urban county communities only using an informal competitive process.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>The allocation of 40% of the annual CDBG entitlement funding for the purposes of a competitive Municipal Grant Program is a requirement in the Cooperation Agreement submitted to the U.S. Department of Housing and Urban Development.</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>An informal competitive process is used. Participation is limited to the 51 Cuyahoga Urban County communities.</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><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
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		The funds are designated for use by the 51 urban county communities only, using an informal competitive process.	
BC2013-239	Department of Information Technology	<p>a) Recommending an alternative procurement process resulting in an award recommendation to MCPc, Inc. in the amount of \$389,309.00 for professional services and project management to complete server and PC moves from the County Administration Building to various other locations. The anticipated start-completion dates are 8/19/13 through 10/4/13.</p> <p>b) Recommending a state-term award to MCPc, Inc. in the amount of \$389,309.00 for professional services and project management to complete server and PC moves from the County Administration Building to various other locations. The anticipated start-completion dates are 8/19/13 through 10/4/13.</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>The County desires the professional services and project management of MCPc to complete server and PC moves from the County Administration Building to various other locations.</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>\$389,309.00</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>This contract will be awarded under state term #534134.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p>	

		<p>N/A – contract is being posted on web on awarded under state term.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Service is necessary to execute the relocation of Administration Building’s PC and network equipment in a timely manner. Vendor selected from state term.</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>This justification is for state term contract and WEB Posting seeking lowest quote. Move of PC and network equipment must be coordinated with that of Admin building offices.</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>Will continue getting lowest bids from WEB Posting of State Contracts.</p> <p>Funding Source: General Fund</p>	<p>___ Approve ___ Disapprove ___ Hold</p>
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- 7. **Public Comment**
- 8. **Adjournment**

Minutes

Cuyahoga County Board of Control
 County Administration Building, 4th Floor
 August 12, 2013 11:00 A.M.

- 1. Call to Order: The meeting was called to order by Ed FitzGerald at 11:09 A.M.

Attendees: County Executive Ed FitzGerald
 Councilman Dale Miller - Alternate
 Councilman Pernel Jones Jr.
 Treasurer Mark Parks - Alternate
 Councilman Dave Greenspan
 Fiscal Officer (Public Works) Mike Chambers – Alternate

Director Lenora Lockett
Board of Control Clerk Melinda Burt

Councilman Michael Gallagher, Fiscal Officer Wade Steen and Director Bonnie Teeuwen were unavailable.

Review and Approval of Minutes –

At the August 12, 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. Ed FitzGerald made a motion to approve ___seconded, the minutes were approved as written by unanimous vote.

5. Scheduled Items

BC2013-232

Department of Public Works, submitting an amendment (Subsidiary No 2) to Contract No. CE1100721-01 with American Bridge Company for rehabilitation of Columbus Road Lift Bridge over the Cuyahoga River in the City of Cleveland for additional funds in the amount not-to-exceed \$56,567.26.

Funding Source: 80% Federal Funds and 10% County using funds from the \$5.00 Vehicle License Tax and 10% City of Cleveland

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

Approve
 Disapprove
 Hold

BC2013-233

Department of Public Works, recommending an award on RQ28176 and enter into a contract with R.W. Clark Co. (3-1) in the amount not-to-exceed \$332,903.00 for Courthouse Square storm drainage repairs.

Funding Source: 2012 Emergency Response Initiative - Capital Projects Fund

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

Approve
 Disapprove
 Hold

6. Other Business -

BC2013-234

Department of Health and Human Services/Community Initiatives Division /Office of Homeless Services, recommending an alternative procurement process on various requisitions which will result

in award recommendations to various providers in the total amount of \$165,061.00 for services and operational support for homeless individuals and families for the Emergency Shelter Grant program for the period 9/1/2013 - 8/31/2014 (Ordinance No. O2011-0044 Section 4.4(b)(16)).

- A) Care Alliance Health Center
- B) Cleveland Mediation Center
- C) Family Promise of Greater Cleveland
- D) Transitional Housing, Inc.
- E) West Side Catholic Center
- F) Volunteers of America
- G) YMCA of Greater Cleveland

Funding Source: U.S. Housing and Urban Development

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

The Emergency Shelter Grant provides continuation funding for specific, eligible activities described in 24CFR 576.100. The broad categories for funding are: Essential Services, Operations, and Homeless Prevention activities targeted to individuals and families who are experiencing homelessness.

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

The dollar amount of fund to be awarded is \$165,061. 100% of this amount is a federal entitlement awarded to Cuyahoga County Department of Development on an annual basis. The U.S. Department of Housing & Urban Development is the grantor.

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

~~This request is for an Exemption from Aggregation of Contracts (Ord#O2011-0044 Section 3.5(b))/Federal Grant Application Program (Ord.#O201100044 Section 4.4(b) (17)).~~

Alternative Procurement Process (Ord#O2011-0044 Section 4.4(b) (16))

The exemption is being requested because the funds being awarded are provided through a continuing, federal entitlement award to Cuyahoga County. A requirement of the grant program is that the vendors are non-profit organizations.

The federal regulations found at 24CFR576.100 provide detailed guidance on eligibility of activities, vendors, and regulatory oversight of the grantee (the County) to the sub recipients (the vendors).

The vendors included in the request for exemption are:

Care Alliance Health Center, Cleveland Mediation Center, Family Promise of Greater Cleveland, Transitional Housing, Inc., West Side Catholic Center, Volunteers of America, and the YMCA of Greater Cleveland.

These providers have submitted proposals in response to a public RFP process. The review and eligibility for funding is dictated through the federal register.

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

The activities provided by the vendors listed above are annually considered for continuation funding. The federal entitlement award is reduced from the FY 2012 allocation. While a public RFP process was conducted (RFP27956), there were no responses submitted from vendors not currently receiving funding. There were no new vendors to evaluate.

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

The vendors identified meet the Emergency Shelter Grant requirements, participate in the Coordinated Assessment and Intake process, and, when applicable, enter data into the Homeless Management Information System (HMIS). Program performance is tracked quarterly for vendors to determine overall compliance with Continuum of Care objectives.

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 OHS started the process to award ESG funds in mid- June in order to comply with County requirements to issue contracts prior to the Contract start date. This is always a challenge with federally funded, continuation grants. The start date for the contract year for the ESG award is 9/01/13. At this point in time to be required to advertise for vendors through a normal RFP process would prevent the 9/01/13 contract start (continuation) date from being met.

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

N/A

Note: This item was approved contingent upon various vendors' compliance with the County's Request for Proposal policy by completing the required documentation before the execution of the contract.

Ed FitzGerald made a motion to approve, Dave Greenspan seconded, the item was approved as amended by unanimous vote.

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 without objection at 11:21 A.M.

4. Tabled Items

BC2013-225

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with SageQuest for the not-to-exceed cost of \$499,008.00. The contract dates are August 2013 - July 2016.
2. The primary goal of the contract is to install Global Positioning System in all County owned vehicles in an effort to be more aggressive and provide greater value to the citizens of Cuyahoga County in the expenditure of their tax dollars through the use of a GPS Fleet Tracking System, Software Solution.
3. N/A

B. Procurement

1. The procurement method for this project was RFP23679. The total value of RFP23679 is \$499,008.00.
2. The RFP was closed on July 17, 2012. There was no SBE goal on this RFP (per OPD).
3. There were 3 proposals submitted for review, 1 proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:

SageQuest, LLC
31500 Bainbridge Road, Suite 1
Solon, Ohio 44139
Council District: N/A

2. Principal ownership: Officers - James Travers, Stephen Lifshatz, Albert Vasile; Directors – James Travers, Stephen Lifshatz.

3. a. The location of the contract is N/A.

3. b. The project is located throughout various County Districts (County vehicles).

D. Project Status and Planning

1. This is a new contract to the County.
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

1. The project is funded 33% by Sanitary Engineering funds, 33% County General funds and 33% County Road and Bridge funds.
2. The schedule of payments is by monthly invoice.
3. N/A

5. New Items for Review

BC2013-235

A. Summary Scope of Work

1. Department of Public Works requesting award and approval of a contract with E.L. Robinson Engineering for the not-to-exceed cost of \$415,282.48 for Engineering Services for the Avery Road Bridges 01.16 over Chippewa Creek located in the City of Broadview Heights.
2. The primary goal of this contract is to provide professional engineering services to develop plans, specification and bid documents required for the improvement of the Avery Road Bridge 01.16 over

Chippewa Creek located in the City of Broadview Heights.

3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is \$415,282.48.

2. The RFQ was closed on December 18, 2012. The SBE goal on this RFQ was 30%.

3. There were 9 RFQ Responses submitted for review, 1 consultant approved.

C. Contractor and Project Information

1. The address of the vendor is:

E.L. Robinson Engineering

1801 Watermark Drive, Suite 310

Columbus, Ohio 43215

Council District 6

2. Principal Ownership: Edward L. Robinson, President; Richard L. Engel, Vice President; Joe Windau, Secretary; Ralph R. Allison, Treasurer.

3. a. The location of the project is Avery Road Bridge 01.16 over Chippewa Creek in the City of Broadview Heights.

3. b. The project is located in Council District 6

D. Project Status and Planning

1. This is a new project to the County.

2. N/A

3. N/A

4. N/A

5. N/A

E. Funding

1. The Engineering Services are funded 100% by County Road and Bridge funds.

2. The schedule of payments is by invoice.

3. N/A

BC2013-236

A. Scope of Work Summary

1. Common Pleas Court Corrections Planning Board is requesting approval to apply and accept a grant, with the Ohio Department of Rehabilitation and Correction for the anticipated amount of \$1,199,200.00. The anticipated start-completion dates are (10/01/2013- 06/30/2015).

2. The primary goals of the project are (list 2 to 3 goals).

a) Reduce the number of people going to prison by 189 offenders or (17%).

b) Reduce the number of people going to jail by 72 offenders (2%).

c) Reduce the number of probation violation hearings for non-compliant offenders.

d) Collaborate with Oriana House, Inc. to provide day programming for high risk offenders. This highly structured, non-residential, community-based program offers more intensive supervision, case management and programming than what is currently offered on a high risk caseload.

B. Procurement

1. The procurement method for this project is a grant agreement. The total value of the grant request is \$1,199,200. As part of the grant, Common Pleas Court Corrections Planning Board will contract with Oriana House for day programming services. This grant is a Probation Improvement grant and awardees must meet quarterly goals to sustain the grant. Oriana is a community provider that is the only provider that is providing day programming (such programming is provided at the Summit county site). Oriana House already has on-site programs at the NorthStar facility in Cleveland. These services include, but are not limited to: cognitive skill programming, anger management, employment services, education services, alcohol monitoring. These programs create a structure for dedicated services sought by this grant. Collaborating with Oriana House ensures minimal startup delays which will allow for ample time to meet and exceed stipulated grant goals. Collaboration meetings prior to submission of this grant were held with various courts and providers to plan the project design outlined in this grant proposal. Current plan design is supported by collaborators. It is understood that as/if funding opportunities are made available for enhancement/expansion of services requiring outside vendors/residential providers, such provider services will be procured via an RFP process. It is also understood community providers currently under contract for residential services shall be utilized.

C. The address of the grant subrecipient is:

Oriana House, Inc.
885 East Buchtel Avenue
PO Box 1501
Akron, OH 44309-1501

Oriana House, Inc. is a non-profit organization. Their President and CEO is James Lawrence.

The address of the project is:

North Star Neighborhood Reentry Resource Center
1834 East 55th Street
Cleveland, OH 44103
District 7

BC2013-237

A. Scope of Work Summary

1. Office of Homeless Services requesting approval of a Contract with Emerald Development & Economic Network, Inc., in the amount of \$371,928.00 for the term of September 1, 2013 through August 31, 2014.

2. The primary goals of the Shelter Plus Care program are: a) to provide permanent housing for disabled homeless persons; b) assure that housed clients receive supportive services aimed at maintaining their housing; c) support clients to become as independent as they can be. This Contract will maintain rent subsidies for over 52 chronically homeless persons residing in Housing First Initiative Permanent Supportive Housing.

3) N/A

B. Procurement

1. N/A
2. N/A
- 3.[3] A Justification for RFP Exemption was submitted on 7/29/13.

C. Contractor and Project Information

1. Emerald Development & Economic Network
7812 Madison Ave.
Cleveland, OH 44102
County Council District #4
2. The Executive Director is Irene Collins. (216) 961-9690.
3. The rent subsidies are provided at Housing First Initiative project sites.

D. Project Status and Planning

1. The services provided through this contract are funded by an annual grant from the U.S. Department of Housing & Urban Development.
2. N/A
3. The Contract is on a critical path due to delays related to the Grant Award process.
4. The Contract start date is 9/01/13. The contract is scheduled for review on 8/19/13. If approved at that time, there will not be a lapse in contract coverage.

E. Funding

1. The Contract is funded 100% by the U.S. Department of Housing & Urban Development, McKinney-Vento Homeless Assistance Grant.
2. The provider is reimbursed for rent assistance for clients on a monthly basis.

6. Other Business

BC2013-238, BC2013-239(a)

(See item details in Section 6, above)

BC2013-239 (b)

- A. Scope of Work Summary: The Department of Information Technology requesting approval of a contract with MCPc, Inc. for the not to exceed amount of \$389,309.00. The anticipated start-completion dates are 8/19/13 through 10/4/13. The County desires the professional services and project management of MCPc to complete server and PC moves from the County Administration Building to various other locations.
- B. Procurement - MCPc is a State of Ohio Vendor #534134.
- C. Contractor & Project Information - MCPc, Inc. 1801 E. Superior Avenue – Suite 300 Cleveland, Ohio 44114. Primary ownership - Michael Trebilcock, Chairman, Chief Executive Officer & President.
- D. Project Status & Planning - New project to the County due to the sale of the current Administration Building. This interim move is the 1st phase of the project which will eventually locate personnel in the new Administration Building.
- E. It is believed that this project will be 100% funded by the General Fund.

