

## Minutes

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

1. Call to Order: The meeting was called to order by Ed FitzGerald at 11:02 A.M.

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

### Review and Approval of Minutes –

At the August 19, 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.

### 4. Tabled Item

#### BC2013-225

Department of Public Works, 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).

Funding Source: 33% Sanitary Engineering funds, 33% County General funds and 33% County Road and Bridge funds.

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

Approve  
 Disapprove  
 Hold

### 5. Scheduled Items

#### BC2013-235

Department of Public Works, 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).

Funding Source: 100% Road and Bridge Funds

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

Approve  
 Disapprove  
 Hold

**BC2013-236**

Common Pleas Court/Corrections Planning Board, 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.

Funding Source: FY2014 Community Corrections Act Probation Improvement and Incentive Grant Program grant funds.

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

Approve  
 Disapprove  
 Hold

**BC2013-237**

Department of Health and Human Services/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.

Funding Source: 100% U.S. Department of Housing & Urban Development, McKinney-Vento Homeless Assistance Grant

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

Approve  
 Disapprove  
 Hold

6. Other Business -

**BC2013-238**

Department of Development, 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)).

Funding Source: 100% with federal Community Development Block Grant funds.

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

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.

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.

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

Estimated dollar amount is \$1,050,000 of Community Development Block Grant Funding (CDBG).

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

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.

Therefore, only Cuyahoga Urban County communities are eligible to apply for and receive funds allocated for the purpose of municipal grants.

Urban County Communities are informed of the Competitive Municipal Grant Program criteria and are invited to submit applications for consideration and approval.

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

No other available options as the funds are designated for use by urban county communities only using an informal competitive process.

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

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.

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.

An informal competitive process is used. Participation is limited to the 51 Cuyahoga Urban County communities.

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 funds are designated for use by the 51 urban county communities only, using an informal competitive process.

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

Approve  
 Disapprove  
 Hold

**BC2013-239**

**Department of Information Technology,**

- 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.
- 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.

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

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.

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

\$389,309.00

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

This contract will be awarded under state term #534134.

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

N/A – contract is being posted on web on awarded under state term.

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

Service is necessary to execute the relocation of Administration Building's PC and network equipment in a timely manner. Vendor selected from state term.

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 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.

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

Will continue getting lowest bids from WEB Posting of State Contracts.

Funding Source: General Fund

Ed FitzGerald made a motion to approve, Bonnie Teeuwen 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, Pernel Jones Jr. seconded, the meeting was adjourned without objection at 11:24 A.M.