

Minutes

Cuyahoga County Board of Control Meeting
County Administration Building, 4th Floor
September 16, 2013, 11:00 a.m.

1. Call to Order: The meeting was called to order by Ed FitzGerald at 11:03 a.m.

Attendees:

Executive Edward FitzGerald
Councilman Michael Gallagher
Councilman David Greenspan
Public Works Director Bonnie Teeuwen
Procurement & Diversity Director Lenora Lockett
Clerk of the Board of Control Melinda Burt
Fiscal Officer Wade Steen and Councilman Pernell Jones were unavailable.

At the September 16, 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.

2. Review of the minutes - Edward FitzGerald made a motion to approve the minutes from the September 9, 2013 Board of Control meeting, as written. Councilman Gallagher seconded the motion. The minutes were unanimously approved.
3. Public Comment – there was no public comment
4. Tabled Items – there were no tabled items
5. New Items for Review

BC2013 -258 Department of Development Requesting approval of an agreement with North Coast CHDO Homes, Inc. for HOME funded Acquisition and Renovation of Housing for Disabled Adults in the amount not-to-exceed \$200,000.00. Anticipated start - completion dates are 10/01/2013 - 09/30/2016. Funding Source: 100% Federal HOME Program

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013 -258 was unanimously approved.

BC2013 -259 Office of Procurement & Diversity Recommending an award:
Department of Information Services

a) on RQ28226 to Northwoods Consulting Partners, Inc. in the amount of \$127,230.00 for 6 Self-Service Kiosks cabinets with cabling, Compass Capture Self-Scan Kiosk Software with 1 year platinum support, 6 OnBase User Client Software with 1 year platinum support and installation/configuration. (State Contract No. 533091/County Code 501.12(b)19)). Funding Source: 100% Health and Human Services Levy

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion.
Item BC2013 -259 was unanimously approved.

BC2013 -260 Department of Workforce Development, in partnership with City of Cleveland/Cuyahoga County Workforce Investment Board Submitting an amendment to Contract No. CE1000590-01 with Towards Employment, Incorporated for Employment Connection One-Stop operation services to adult job seekers for the period 7/1/2010 - 6/30/2013 to extend the time period to 12/31/2013 and for additional funds in the amount of \$100,000.00. Funding Source: 100% Federal Workforce Investment Act (WIA)

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion.
Item BC2013 -260 was unanimously approved.

6. Other Business

BC2013 -261 Department of Public Works

A) Requesting approval of an Alternative Procurement Process under RQ 28702 which will result in an award under state term contract to Key Chrysler Jeep & Dodge, Inc. in the amount not-to-exceed \$104,976.70 for the purchase of five 2013 Dodge Caravans for Sheriff Operations.

B) Recommending an award and enter into a state-term contract with Key Chrysler Jeep & Dodge, Inc. in the amount not-to-exceed \$104,976.70 for the purchase of five 2013 Dodge Caravans for Sheriff Operations. Funding Source: 100% Maintenance Garage Fund - Internal Service.

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

2013 Dodge Grand Caravan (five cars)

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

\$ 104,976.70 Charge to CT 575001-0722 (General Fund)

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

The Sheriff and Public Works Fleet Operation staffs evaluated the alternate vehicles available for purchase and usage in Law Enforcement and concluded that the Dodge Grand Caravan provided the best option for the desired work load. The usage of the State Contract provides a quicker manufacturing time, delivery, and placement into service.

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

A Formal Bid program for the Dodge Caravan or similar compact seven passenger van was conducted by the Office of Procurement and Diversity without any responses. Numerous vendors were afforded the opportunity to provide alternatives that met the specifications and none participated.

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

The Sheriff's Department needed compact passenger vans for various functions within the department. The Dodge Caravan has been utilized in the past successfully and was established as the leader in the field but alternatives similar in size and equipment would be considered.

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 time process of bidding the vehicles would place us beyond the 2013 Production Schedule and create delivery delays and possible price increases.

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

Public Works looks at all available alternatives when procuring vehicles. Based on these evaluations the procurement process is placed in motion. Due to production timing and new model introductions the timing of the process is affected. Public Works then seeks the most effective and efficient manner to secure the selected vehicles and when available will consider the usage of the State Contract.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013 -261 was unanimously approved.

BC2013-262 TIME SENSITIVE/MISSION CRITICAL - Department of Public Works

A) Requesting approval of Alternative Procurement Process under RQ28718 which will result in an award and enter into a purchase order with APO dba AIR POWER OF OHIO in the amount of \$59,378.00 for the Mission Critical purchase of 4 compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113.

B) Recommending an award and enter into a purchase order under RQ28718 with APO dba AIR POWER OF OHIO in the amount of \$59,378.00 for the Mission Critical purchase of 4 compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113. Funding Source: 100% General Fund.

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

Four compressors, 3 non-cycling refrigerated dryers, 4 high efficiency filters and 3 air receiver tanks for the Cuyahoga County Justice Center Jail I and Court Tower located at 1215 W. 3rd Street, Cleveland, Ohio 44113.

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

\$59,378.00

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

All pneumatic air for Court Tower and Jail I need to be replaced. The current equipment is original from 1975. One unit recently failed, and to compensate for failure of that unit, the load was transferred to other units. As a result, the entire system failed. Without new compressors, the building systems will fail to full heat (heat will automatically rise to 100 degrees to protect building from freeze). The County is currently utilizing a rented air compressor at a cost of \$250.00 per week as a temporary solution to the problem (with two (2) County owned small air compressors also utilized).

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

The procurement method was a RFB on Buyspeed for 24 hours and faxed to five (5) bidders with one (1) response - APO being the only, lowest and best bid, \$59,378.00 (freight included).

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

APO was the only, lowest and best bid.

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 new compressors, the building systems will fail to full heat (heat will automatically rise to 100 degrees to protect building from freeze). Employees/general public/inmates health may be of some concern that may lead to the employees/general public need to be evacuated if temperatures in building exceed 90 degrees.

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 Department of Public Works' staff will change out air compressors at their life span.

Ed FitzGerald motioned to approve the item. Bonnie Teeuwen seconded the motion. Item BC2013 -262 was approved unanimously.

7. Public Comment – there was no further public comment.

8. Adjourn – Edward FitzGerald made a motion to adjourn; Bonnie Teeuwen seconded. The meeting was adjourned at 11:12 a.m.