

Cuyahoga County Board of Control
County Administration Building, 4th Floor
October 21, 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
BC2013-291	Department of Information Technology	Recommending an award on RQ28598 with Sterling Data Center, LLC dba BlueBridge Networks in the amount not-to-exceed \$473,000.00 for lease of space located at 1255 Euclid Avenue, Cleveland to house and maintain County owned fiber and 5 server racks for the period 11/1/2013 - 10/31/2018. Funding Source: 100% General Funds.	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-292	Department of Human Resources	Recommending an award on RQ27736 and enter into a contract with Northwest Group Services Agency, Inc. in the amount not-to-exceed \$127,890.00 for flexible spending account administration for the period 1/1/2013 - 12/31/2016. (Deputy Chief Approval No. DC2013-192 - authority to seek proposals. Funding Source: 100% Self Insurance Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2013-293	County Treasurer	Recommending an award on RQ24889 and enter into a contract with PFM Asset Management, LLC, in the amount not-to-exceed \$118,750.00 for investment advisory services for the period 10/1/2013 - 12/31/2014. Funding Source: 100% General Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. Other Business

BC2013-294	Department of Public Works	Recommending an alternative procurement process on RQ28696, which will result in an award recommendation to Cues, Inc. in the amount not-to-exceed \$1,650,000.00 for TV sewer inspection trucks, parts, supplies and services for the period 10/1/2013 - 9/30/2018. Funding Source: Sanitary Sewer Funds 1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
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		<p>scope change)</p> <p>The Department of Public Works is requesting approval for an Alternative Procurement Process in an amount not to exceed \$1,650,000.00 for a period beginning October 1, 2013 through September 30, 2018 for TV Sewer Inspection Trucks, Parts, Supplies and Services from Cues Inc. through its local dealer M-Tech. A formal process to obtain Requests for Proposals was conducted and evaluations completed selecting the Cues and M-Tech. Sewer TV Inspection Trucks are a major component in the work performed by the Dept. of Public Works for the communities serviced by the Sanitary groups.</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>Based on current projections the five year program should be identified to purchase up to \$ 1,650,000.00 in the span. Funding Sources will be the Sanitary Sewer Fund. Under this Alternative Purchasing Program, the Department of Public Works would be able to purchase equipment and services up to the approved Capital Budget assigned to the Division and Index by the Office of Budget Management.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Requests For Proposals were requested to identify which brand of equipment and dealer support would best serve the Dept of Public Works. A committee of knowledgeable staff members met, reviewed, scored the submissions and recommended an award. The Cues brand trucks and its dealership M-Tech scored the highest in all categories and were awarded the program. M-Tech also is a participant in the State of Ohio DAS State Term Schedule and will extend State Pricing to the County with discounted and published pricing for all equipment, supplies, and services. STS # 800001. The Alternative Procurement Process would allow a continuing uninterrupted process of standardization in a County Approved Budget in the most effective purchasing process.</p>	
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		<p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Utilization of Formal Bids and State Contract purchases were considered options but were subject to many varying specifications. The Request for Proposals identified a clearly superior manufacturer and dealer network. The Alternative Procurement Process establishing a five year program enabling Public Works to standardize, upgrade, and place equipment in the field as work in the County contracted communities continues to grow.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>There are two TV Sewer Inspection Equipment manufacturers who participate in the State Procurement Contract. The Dept of Public Works assembled an outline of the categories related to the products, the dealer network, the service staff, the reliability, and references and then conducted a Request For Proposal process to score and award the County business to the Equipment group that would provide the County with the best overall product and services. Cues and M-Tech scored highest overall in the process. The Alternative Procurement Process allows the Department of Public Works to acquire equipment as needed during the five year duration of the program provided the units have been declared and funded in the Divisions Approved Budget.</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>The County Dept of Public Works has diligently sought the best product and service for program through an extensive Request For Proposals which has already been processed. Advertising for competitive bids is repetitious and will delay placing equipment in communities Department of Public Works is contracted to serve. The desired TV Sewer Inspection Equipment is only available in Ohio by M-Tech who will give the County the State Discounted Pricing. The Alternative Procurement Process for the period avoids requesting new Requests for Proposals annually.</p>	
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		<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>The Dept of Public Works staff exercises extreme diligence in the selection of equipment and vendors when obtaining all equipment and only after the review of the properties, longevity, serviceability and pricing are decisions made. The County Dept of Public Works went to a Request For Proposal process to start a five year program modeled after a program in effect in other municipalities which will allow the County to best equip themselves from a limited number of manufactures and authorized dealers which should prove effective and be a model for similar programs. The Alternative Procurement Process is necessary to insure the success of the program.</p>	
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7. Public Comment

8. Adjournment

Minutes

Board of Control Meeting
 Tuesday, October 15, 2013 11:00 a.m.
 County Administration Building, 1219 Ontario Street, 4th Floor

1. Call to Order
 Edward FitzGerald called the meeting to order at 11:00 a.m.

Attending:
 County Executive Edward FitzGerald
 Councilman Michael Gallagher
 Councilman David Greenspan
 Councilman Pernel Jones
 Deputy Chief Engineer Stan Kosilesky (alternate for Public Works Director Bonnie Teeuwen)
 Purchasing Director Lenora Lockett
 Interim Fiscal Officer Mark Parks
 Clerk of the Board of Control Melinda Burt

At the October 15, 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 Minutes

Ed FitzGerald motioned to approved the minutes from the October 7th, 2013 Board of Control Meeting. Pernel Jones 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

BC2013-284 Department of Public Works submitting an amendment to Contract No. CE1300036-01 with ABC Fire, Inc. for maintenance of fire suppression systems and fire extinguishers for various County buildings for the period 1/1/2013 - 12/31/2013 to extend the time period to 12/31/2014 and for additional funds in the amount not-to-exceed \$25,000.00. Funding Source: Internal Service Funds.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013-284 was unanimously approved.

BC2013-285 Department of Public Works submitting an amendment (Subsidiary No. 1) to Contract No. CE1300287-01 with Suburban Maintenance and Construction, Inc. for the Huntington Parking Garage emergency repair project for additional funds in the amount not-to-exceed \$80,283.66. Funding Source: Capital Project Future Debt Issue.

Ed FitzGerald motioned to approve the item. Lenora Lockett seconded the motion. Item BC2013-285 was unanimously approved.

BC2013-286 Office of Procurement & Diversity recommending an award and enter into a contract: Department of Public Works a) on RQ26870 with Honeywell International Inc. (3-1) in the amount not-to-exceed \$304,000.00 for Jail II fire alarm testing, inspection, maintenance and critical parts for the period 11/1/2013 - 10/31/2016. Funding Source: 100% General Funds.

Ed FitzGerald motioned to approve the item. Pernel Jones seconded the motion. Item BC2013-286 was unanimously approved.

BC2013-287 Office of Procurement & Diversity recommending an award and enter into a contract: Department of Public Works a) on RQ27246 with Browning-Ferris Industries of Ohio, Inc. DBA Republic Services of Elyria (5-2) in the amount not-to-exceed \$300,000.00 for Rubbish Removal Services for Various County Buildings for the period 11/1/2013 - 10/31/2016. Funding Source: 100% General Funds.

Ed FitzGerald motioned to approve the item. Stan Kosilesky seconded the motion. Item BC2013-287 was unanimously approved.

BC2013-288 Office of Procurement & Diversity recommending an award: Department of Information Technology a) on RQ28461 to TEC Communications, Inc. in the amount of \$115,125.00 for the purchase

of 445- Cisco VOIP phones and Smart Net Licenses (State Contract No. 533110 County Code 501.12B(19)). Funding Source: 100% General Funds.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2013-288 was unanimously approved.

BC2013-289 Law Department recommending an award on RFQ No. 28678 and authorizing the entry of an engagement letter with the firm Squire Sanders (US) LLP in the amount of \$225,000 to serve as bond counsel in connection with the Convention Center Hotel Project for the period 10/10/2013 – 12/31/2014. Funding Source: 100% Hotel Bond proceeds

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. FitzGerald, Gallagher, Jones, Kosilesky, Lockett and Parks voted in the affirmative. Greenspan voted in the negative. Item BC2013-289 was approved.

BC2013-290 Department of Development recommending an award on RQ27542 and enter into a contract with County Planning Commission in the amount not to exceed \$150,000.00 for Improvement Target Area Identification and Redetermination Study for the period 9/10/ 2013 - 5/31/2014. Funding Source: 100% funded General Fund.

Ed FitzGerald motioned to approve the item. Pernel Jones seconded the motion. Item BC2013-290 was unanimously approved.

6. Other Business

Melinda Burt announced that beginning October 28, 2013, the Board of Control will change its meeting location to the board room of the interim County Council offices, located at 323 W. Lakeside Avenue, 4th Floor.

7. Public Comment

There was no further public comment.

8. Ed FitzGerald motioned to adjourn the meeting at 11:17 a.m. The motion was unanimously approved.

5. New Items for Review

BC2013-291

A. The Department of Information Technology submitting a contract with Sterling Data Center LLC dba BlueBridge Networks in the amount not-to-exceed \$473,000.00 for space and maintenance of the County owned fiber which will be left behind after the Department of Information Technology moves to the Medical Examiner office for the period 11/1/13 - 10/31/18.

B. The proposed contract is an approved RFP Exemption.

C. Sterling Data Center LLC dba BlueBridge Networks
1255 Euclid Avenue 5th Floor
Cleveland, Ohio 44115
Philip D. Weihe

D. The project is new to the County.

E. The project is funded 100% by the General Fund.

BC2013-292

Recommending an award on RQ27736 to Northwest Group Services Agency, Inc. aka Northwest Group Services, Inc. in the amount of \$127,890.00 for flexible spending account administration for the period 1/1/2014 - 12/31/2016. (Resolution No. DC2013-192 - authority to seek proposals).

A. Scope of Work Summary

1. Department of Human Resources requesting approval of a contract with Northwest Group Services, Inc. for the anticipated cost of \$127,890.00. The anticipated start-completion dates are 1/1/14-12/31/16.
2. The primary goal of the project is to provide Flexible Spending Accounts Administration for Cuyahoga County employees.

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP is \$127,890.00.
2. The RFP was closed on 7/26/13.
3. There were four proposals pulled from OPD, four proposals submitted for review, one proposal approved.

C. Contractor and Project Information

1. The address of the vendor is:
Northwest Group Services Agency, Inc. DBA Northwest Group Services, Inc.
1910 Indianwood Circle
Maumee OH 43537
Council District NA
2. The owners for the contracted vendor are: Jeff Smelcer (President) and Phil Roeder (Vice President)

D. Project Status and Planning

1. The project is an extension of the existing project.

E. Funding

1. The project is funded 100% by Self Insurance Funds.
2. The schedule of payments is monthly by invoice.

BC2013-293

Title: Treasurers Office 2013-2014 PFM Asset Management LLC , Advisory Services Award and Contract

A. Scope of Work Summary

The Treasurer's Office is requesting approval of an RFQ Award and contract with PFM Asset Management for the cost of \$118,750.00 for the period October 1, 2013 through December 31, 2014 for Investment Advisor Services.

B. Procurement

The procurement method for this contract was an RFQ.

C. Vendor Information:

PFM Asset Management LLC

Two Logan Square, Suite 1600

Philadelphia, PA 19103

Ownership: Marty Margolis, President; Steve Boyle, Treasurer; Debra Goodnight, Secretary; Barbara Fava, Managing Director.

D. Project Status and Planning: This contract is for 15 months with two one year options

E. Funding: The contract is 100% General Fund and will be billed monthly.

6. Other Business

[See detail in item BC2013-294 in section 6, above.]