

Cuyahoga County Board of Control
February 3, 2014 11:00 A.M.
Lakeside Place - Council Offices - Board Room
323 W. Lakeside Avenue, 4th Floor

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

5. New Items for Review

Item	Requestor	Description	Board Action
BC2014-28	Department of Public Works	<p>Recommending an award on RQ28831 and enter into a contract with Michael Baker Jr., Inc. in the amount not-to-exceed \$200,000.00 for general engineering services for the period 2/3/2014 - 1/31/2017.</p> <p>Funding Source: 100% by County Road and Bridge \$7.50 Fund.</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2014-29	Department of Development	<p>Requesting approval of an Economic Development Loan with Lake Erie Energy Development Corporation (LEEDCo) in the amount not to exceed \$300,000.00 for the acceleration of the development of an offshore wind power industry; requesting authority for the Director or Deputy Chief of Staff for Development to execute all documents required in connection with said loan.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2014-30	Office of Procurement & Diversity	<p>Recommending an award:</p> <p><u>Common Pleas Court</u></p> <p>a) on RQ26284 to S. Rose, Inc. (4-4) in the amount of \$341,640.00 for the purchase and delivery of 520-swivel tilt chairs.</p> <p>Funding Source: 100% General Funds</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2014-31	Sheriff's Department	<p>Requesting approval of an inter-agency agreement with The MetroHealth System in the anticipated amount of \$201,566.18, for reimbursement of costs related to purchase of equipment and cabling services to support the EPIC system, as part of provision of healthcare services at the Cuyahoga County Corrections Center.</p> <p>Funding Source: 85% General fund; 15% Capital Project Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

6. Other Business

<p>BC2014-32</p>	<p>Sheriff's Department</p>	<p>Recommending an alternative procurement process and an exemption from aggregation of Contracts on RQ29813 for legal advertisement of notice of foreclosure sale for delinquent land taxes for the period 8/1/2013 - 7/31/2018.</p> <p>Funding Source: 100% General Funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change)</p> <p>Publish delinquent land sales for public viewing for the period of August 1, 2013 to July 31, 2018</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>Unknown, based on the number of parcel times 3 insertions. A fee is charged for each parcel that is put into the General Fund for the cost of the publication.</p> <p>Funding Source: General Fund</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)</p> <p>Price comparisons for the past indicated that Daily Legal News was our best price option.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.</p> <p>Price comparisons for the past indicated that Daily Legal News was our best price option.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?</p> <p>Service has been in place for a long period of time. Vendor has the most competitive price.</p>	<p><input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold</p>
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		<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>Per the Ohio Revised Code service cannot be interrupted. Any process to choose a vendor must not prohibit required advertisement before a sale. Sales occur every 2 months.</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>The possibility of advertising once in print and twice on the internet has been discussed as a money saving option.</p>	
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7. Public Comment

8. Adjourn

Minutes

Cuyahoga County Board of Control
 January 27, 2014 11:00 A.M.
 Lakeside Place - Council Offices - Board Room
 323 W. Lakeside Avenue, 4th Floor

1. Call to Order

The meeting was called to order at 11:03 a.m.

Attending:

County Executive Ed FitzGerald
 Councilman Dave Greenspan
 Councilman Pernel Jones
 Director of Procurement and Diversity Lenora Lockett
 Councilman Dale Miller (Alternate for Pernel Jones through 11:05 a.m.)
 Fiscal Officer Mark Parks

At the January 27, 2014 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 approve the minutes from the January 21, 2014 Board of Control Meeting as written. Lenora Lockett seconded the motion. The minutes were unanimously approved. Bonnie Teeuwen and Michael Gallagher abstained.

3. Public Comment

There was no public comment.

4. Tabled Items

BC2014-10 Office of Procurement & Diversity recommending an award: Department of Public Works a) on RQ28339 and enter into a contract with Mid-West Presort Mailing Services, Inc. (3-1) in the amount not-to-exceed \$132,000.00 for Pre-Sort Mailing Services for Various County Buildings for the period 2/1/2014 - 1/31/2017. Funding Source: 100% General Funds.

Councilman Miller reported that the Finance and Budget Committee of Council reviewed Midwest's service during its recent meeting and concluded that they have performed well in the past.

Ed FitzGerald motioned to approve the item. Michael Gallagher seconded the motion. Item BC2014-10 was unanimously approved.

Ed FitzGerald noted for the record that Councilman Pernel Jones had now joined the meeting.

5. New Items for Review

BC2014-24 Department of Public Works submitting an amendment to Contract No. CE1200701-01 with J & L Door Service, Inc. for exterior/interior overhead door services at various County facilities for the period 11/1/2012 - 10/31/2014 for additional funds in the amount of \$50,000.00. Funding Source: 100% Internal Service Fund.

Mike Chambers, Department of Public Works, presented. Ed FitzGerald motioned to approve the item; Mark Parks seconded the motion. Item BC2014-24 was unanimously approved.

BC2014-25 Department of Information Technology submitting an amendment to Contract No. CE1200424-01 with Avantia, Inc. for IT consultant services for use by various County departments for the period 7/2/2012 - 7/1/2014 for additional funds in the amount of \$272,400.00. Funding Source: ~~100% General Fund.~~

Jeff Mowry, Chief Information Officer, presented. He corrected the funding source to reflect the following: \$60,800 from General Fund; \$90,000 from the Health and Human Services Levy; and \$121,600 from Real Estate Assessment Fund. Dave Greenspan asked if the amount charged to HHS Levy funds would be eligible for federal reimbursement. Rick Werner stated that he would follow up and provide a response. Ed FitzGerald motioned to approve the item; Mark Parks seconded the motion. Item BC2014-25 was unanimously approved.

BC2014-26 Medical Examiner submitting an amendment to Contract No. CE1300174-01 with Promega Corporation for consumables for the period 3/1/2013 - 2/28/2015 to change the scope of

services, effective 2/1/2014, to extend the time period to 12/31/2015 and for additional funds in the amount not-to-exceed \$113,255.40. Funding Source: 66% from of the Medical Examiner's Regional Crime Lab General Fund; and 34% from the Department of Justice, Office of Justice Programs, National Institute of Justice, 2013 DNA Backlog Reduction Grant.

Hugh Shannon, Medical Examiner Administrator, presented. Ed FitzGerald motioned to approve the item; Pernel Jones seconded the motion. Item BC2014-26 was unanimously approved.

6. Other Business

BC2014-27 Department of Information Technology Department of Information Services, recommending an alternative procurement process on RQ29682, which will result in an award recommendation to Integrated Precision Systems Inc. in the amount of \$143,731.13 for 62 indoor security cameras, access control readers and associated hardware for 3 doors and 1 video server with 62 XProtect corporate device channel licenses for Clerk of Courts, Civil Division, Criminal Division, and Court House. Funding Source: 100% General Funds.

Jeff Mowry presented. Ed FitzGerald motioned to approve the item; Michael Gallagher seconded the motion. Item BC2014-27 was unanimously approved.

7. Public Comment

There was no further public comment.

8. Adjourn

Ed FitzGerald motioned to adjourn; Michael Gallagher seconded the motion. The motion to adjourn was unanimously approved at 11:15 a.m.

5. New Items for Review

BC2014-28

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Michael Baker Jr., Inc. for the not-to-exceed cost of \$200,000.00. The anticipated start completion dates are February 3, 2014-January 31, 2017.

2. The primary goal of this contract is to allow this office to continue to maximize our resources (staff and financial) to address our infrastructure needs. In order to be more aggressive and efficient in addressing the enormous quantity of infrastructure needs, this office has implemented several operational changes to optimize all available funding sources and to optimize the use of available financial resources and in-house staff resources, this office has restricted flexibility to address "peaks" in staffing needs due to emergency infrastructure needs, changes in project schedules, and/or urgent ancillary project design/implementation needs. To address these "peaks" in staffing needs, this office has instituted the use of a consulting engineering firm to provide general engineering services.

3. N/A

B. Procurement

1. The procurement method for this project was RFQ. The total value of the RFQ is 2 separate contracts not to exceed \$200,000.00 each.
2. The RFQ was closed on November 22, 2013. There is 30% SBE on this RFQ.
3. There were 7 proposals submitted for review, 2 proposals approved (one contract with Michael Baker Jr., Inc. and one with ARCADIS U.S., Inc., which is being submitted under another submission).

C. Contractor and Project Information

1. The address of the vendor is:

Michael Baker Jr., Inc.

1228 Euclid Avenue

Suite 1050

Cleveland, OH 44115

2. A. H. James McKnight and Jeffrey S. Hill, Directors; Thomas J. Campbell, Chairman; Jeffrey S. Hill President and Chief Executive Officer.

3. a. The address of the project could be throughout Cuyahoga County depending on the task assigned.

3. b. The project could be located in all Council Districts depending on the assigned.

D. Project Status and Planning

1. The Project reoccurs each year, with a new RFQ and consultant selection process
2. N/A
3. N/A
4. N/A
5. N/A

E. Funding

1. The project is funded 100% by County Road and Bridge \$7.50 Fund.
2. The Schedule of payments is by invoice.
3. N/A

BC2014-29

A. Summary Scope of Work

- 1.) Department of Development requesting approval of an Economic Development Loan with Lake Erie Energy Development Corporation (LEEDCo) in the amount not to exceed \$300,000.00 and requesting authority for the Director or Deputy Chief of Development to execute all documents required in connection with said loan.
- 2.) The primary goals of the project are to accelerate the development of an offshore wind power industry in Cuyahoga County, generate clean energy locally in the region, and to stimulate economic development.

B. Procurement

- 1.) Loan

C. Contractor and Project Information:

1.) The current address of the borrower is:

Lake Erie Energy Development Corporation

1938 Euclid Avenue, Suite 200

Cleveland, Ohio 44115

County Council District #7

2.) The principals of the borrower are:

Lorry Wagner, President

D. Project Status:

1.) The project is new to the County.

E. Funding:

1.) The project is funded 100% by the General Fund

2.) The schedule of loan disbursements is by invoice in accordance with the project budget as defined within the loan agreement.

BC2014-30

A. Scope of Work Summary

1. The Office of Procurement & Diversity is Recommending an Award on RQ26284 to S. Rose, Inc. for the purchase and delivery of Swivel Tilt Chairs to replace existing units throughout the Common Pleas Court at the Justice Center, 1200 Ontario Street, Cleveland in the amount of Three Hundred Forty-One Thousand Six Hundred Forty Dollars (\$341,640.00).

2. The contractor will produce the swivel tilt chairs in accordance with the bid specifications along with a minimum written ten (10) year warranty against defects in materials and workmanship lifetime parts, including any additional warranties outlined in the Bid Specifications. All warranties shall commence from the date Cuyahoga County's acceptance of the Furniture for the Common Pleas Court.

Services will also include:

- a) All labor to receive; deliver and set-up the swivel tilt chairs throughout the 34 court rooms
- b) The removal and disposal of all trash from the site, including but not limited to replaced chairs after they have been declared surplus by County Council
- c) Transportation of all chairs requiring repairs during the warranty period

B. Procurement

1. The procurement method for this purchase was a formal competitive bid. The estimated dollar amount of the RFB was \$345,000.00

2. The bid closed on August 9, 2013

3. 4 bids were pulled from OPD and 4 bids were submitted. The lowest bidders Staples Commercial & Contract dba Business Interiors by Staples, and Today's Business Products were determined to be non-

responsive. Alternate bid item submitted by the bidders did not meet or exceed bid specifications.

4. There was a 5% SBE goal participation requirement. 1.59% of the SBE goal was met and a waiver was granted for the remaining 3.41%.

C. Contractor and Project Information

1. S. Rose, Inc.
1213 Prospect Avenue
Cleveland, Ohio 44115
2. The President is Clark Rose (216) 781-82000
3. The Swivel tilt chairs will be delivered within 90 days following the award.

D. Project Status and Planning

1. This is a one-time purchase.

E. Funding

1. The contract is funded 100% by General Fund (CO380121)
2. A Performance Bond is required in the amount of 5% of the awarded amount or \$17,250.00 prior to issuance of the purchase order, along with a Certificate of Liability Insurance and Workers' Compensation Coverage in accordance with the bid specifications.
3. Schedule of payments will be by invoice upon delivery and acceptance of the merchandise by the County under the terms of the purchase order.

BC2014-31

A. Scope of Work Summary

1. The Sheriff's Department is requesting approval of an intra-agency agreement with The MetroHealth System for the anticipated cost of \$201,566.18.
2. The primary goals of the project are to allow The MetroHealth System to purchase the equipment in connection with the implementation of EPIC. The equipment required was referenced in Exhibit D of the MetroHealth contract dated effective January 1, 2014. The equipment purchase will not exceed \$171,318.18. The agreement will also allow The MetroHealth System to have US Communications complete the network cabling services at the Justice Center. US Communications is The MetroHealth System Master Service Agreement provider for these services. The County will reimburse The MetroHealth System for the not-to-exceed cost of \$30,248.00 for the cabling services.

B. Procurement

1. The procurement method for this project is an inter-agency agreement.

C. Contractor and Project Information

1. The MetroHealth System 2500 MetroHealth Drive Cleveland, Ohio 44109
2. a. The CEO of The MetroHealth System is Dr. Akram Boutros.

b. The MetroHealth System completed the required Vendor Registration process on September 7, 2012, IG #12-1893.

D. Project Status and Planning

1. The project is a one-time purchase.

E. Funding

1. The project is funded by the Sheriff's General Fund and Capital Project Funding.