

Cuyahoga County Board of Control
February 18, 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
BC2014-38	Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services	Submitting an amendment to Contract No. CE1200260-01 with MHS, Inc. for transitional housing program services for the period 6/1/2012 - 7/31/2014 to extend the time period to 9/30/2014 and for additional funds in the amount of \$203,866.00. Funding Source: 100% Health and Human Services Levy funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-39	Department of Health and Human Services/Community Initiatives Division/Office of Homeless Services	Recommending an award on RQ29984 and enter into a contract with Emerald Development & Economic Network, Inc. in the amount not-to-exceed \$226,715.00 for property management services for the Norma Herr Women's Center, located at 2227 Payne Avenue, Cleveland, for the period 1/1/2014 - 12/31/2014. Funding Source: 100% Health and Human Services Levy funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-40	Department of Health and Human Services/Cuyahoga Job and Family Services	Submitting an amendment to Contract No. CE1100240-01 with Cleveland Housing Network, Inc. for utility assistance counseling sessions for Temporary Assistance to Needy Families (TANF)-eligible residents for the period 4/1/2011 - 3/31/2014 for additional funds in the amount of \$25,000.00. Funding Source: Federal Temporary Assistance to Needy Families funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

6. **Other Business**
7. **Public Comment**
8. **Adjourn**

Minutes

Cuyahoga County Board of Control
February 10, 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 11:05 a.m.

Attending:

County Executive Ed FitzGerald
Councilman Michael Gallagher
Councilman Dave Greenspan
Councilman Pernel Jones
Director of Procurement and Diversity Lenora Lockett
Director of Public Works Bonnie Teeuwen
Treasurer Jeannet Wright (Alternate for Mark Parks)

At the February 10, 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 February 3, 2014 Board of Control meeting as written; Jeannet Wright seconded the motion. The minutes were unanimously approved.

3. Public Comment

There was no public comment.

4. Tabled Items

BC2014-11 Juvenile Court Recommending an award on RQ27516 and enter in a contract with BI Incorporated in the amount not-to-exceed \$495,000.00 for electronic monitoring services for the period 4/1/2014 - 3/31/2016. Funding Source: 100% General Funds.

Karen Lippman, Juvenile Court, presented. She reported out on discussions held with Sheriff's Department staff regarding the potential for a joint contract for electronic monitoring services. Given the differences in scope and type of services procured by each, a joint contract is not possible at the present time. However, the Sheriff's Department is considering implementation of changes to some components of their monitoring services, and may have need to "piggyback" onto Juvenile Court's contract in the future. Ed FitzGerald requested an update from the Sheriff's Department on the current status of their electronic monitoring services, and any changes under consideration.

Ed FitzGerald motioned to approve the item; Michael Gallagher seconded the motion. Item BC2014-11 was unanimously approved.

5. New Items for Review

BC2014-33 Department of Public Works submitting an amendment (Subsidiary No. 2) to Contract No. CE1200486-01 with Independence Excavating, Inc. for the Cuyahoga Area of Concern Urban Riparian Habitat Restoration project in the City of Cleveland for additional funds in the amount of \$95,998.77. Funding Source: Environmental Protection Agency Grant Funds.

Bonnie Teeuwen presented. Ed FitzGerald motioned to approve the item; Pernel Jones seconded. Item BC2014-33 was unanimously approved.

BC2014-34 Department of Information Technology Recommending an award on RQ29718 to DWR Consulting in the amount not-to-exceed \$260,000.00 for consultant services for upgrade and maintenance on the payroll and FAMIS accounting systems for use by the Fiscal Office for the period 2/1/2014 - 1/31/2016. Funding Source: 100% General Funds.

Jeff Mowry, Chief Information Officer, presented. Ed FitzGerald motioned to approve the item; Bonnie Teeuwen seconded. Item BC2014-34 was unanimously approved.

BC2014-35 Department of Public Safety and Justice Services/Regional Enterprise Data Sharing System a) Submitting an RFP exemption which will result in an amendment to Contract No. CE0800477-02 with CareWorks Technologies, Ltd. for Wide Area Network services for the Cuyahoga Regional Information System for the period 5/1/2008 - 12/31/2013, to extend the time period to 3/31/2014 and for additional funds in the amount not-to-exceed \$44,640.00; b) Submitting an amendment to Contract No. CE0800477-02 with CareWorks Technologies, Ltd. for Wide Area Network services for the Cuyahoga Regional Information System for the period 5/1/2008 - 12/31/2013, to extend the time period to 3/31/2014 and for additional funds in the amount not-to-exceed \$44,640.00. The project is funded 100% by the General Fund.

Felicia Harrison, Department of Public Safety, presented. Ed FitzGerald motioned to approve the item; Jeannet Wright seconded. Item BC2014-35 was unanimously approved.

BC2014-36 Department of Health and Human Services recommending an award on RQ29517 and enter into a contract with The Center for Community Solutions in the amount not-to-exceed \$300,000.00 for fiscal agent services for the AIDS funding collaborative for the period 1/1/2014 - 12/31/2015. Funding Source: 100% Health and Human Services Levy funds.

Rick Werner, Director of Human Services, presented. Ed FitzGerald motioned to approve the item; Jeannet Wright seconded. Item BC2014-36 was unanimously approved.

6. Other Business

BC2014-37 Department of Public Safety & Justice Services Recommending an alternative procurement process on RQ29980 which will result in an award recommendation in the estimated

amount of \$30,000 for the purchase of routers for the 911 hardware project. Funding Source: 100% Wireless Government Assistance Funds.

Felicia Harrison, Department of Public Safety, presented. Ed FitzGerald motioned to approve the item; Jeannet Wright seconded. Item BC2014-37 was unanimously approved.

7. Public Comment

There was no further public comment.

8. Adjourn

Ed FitzGerald motioned to adjourn; Michael Gallagher seconded the motion. A motion to adjourn was unanimously approved at 11:19 a.m.

5. New Items for Review

BC2014-38

A. Scope of Work Summary

1. OHS requesting approval of a Contract Amendment to CE120026-01 with MHS, Inc.; additional funds in the amount of \$203,866.00; and extending the term of the contract through 9/30/2014.
2. The primary goals of the project are to a) provide basic shelter and food to 160 men per night; b) assist clients to attain permanent employment, and c) move to permanent housing as quickly as possible.
3. N/A

B. Procurement

1. The procurement method was RFP 22685; the award was made in 2012 with the option to extend the contract for up to a 36 month period and increase the award contingent upon budget authority. Approval of the amendment justification was provided by OPD in December 2013.
2. N/A
3. N/A

C. Contractor and Project Information

1. MHS, Inc
1744 Payne Avenue
Cleveland, OH 44114
Council District #7
2. Susan Neth is the Executive Director of this non-profit organization.
3. a) The address of the project is:
1550 Superior Avenue
Cleveland, OH 44114

3. b) Council District #7

D. Project Status and Planning

1. NorthPoint is an ongoing program that is linked with meeting the demands for shelter for single men staying at 2100 Lakeside Ave.

Questions 2., 3., 4., 5. - N/A

E. Funding

1. The contract is funded 100% from the Health & Human Services Levy.

2. The agency is reimbursed on a monthly basis

3. The Contract is an amendment to CE1200260-01. The Amendment:

a) provides additional funds in the amount of \$203,866.00 and

b) extends the original contract term through to September 30, 2014.

BC2014-39

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 \$226,715. The Contract term is 1/01/2014 - 12/31/2014.

2. The primary objectives of the contract are to:

(a) maintain the interior and exterior of the Norma Herr Women's Center, 2227 Payne Avenue, in a clean and fully operational manner at all times; (b) assure ongoing utility service; (c) arrange for needed repairs and/or other services as requested by MHS, Inc. or the County, in a timely manner.

3. N/A

B. Procurement

1. N/A

2. N/A

3. (2). This is a Sole Source contract per approval of item # CPB 2013-1026 on 12/30/13.

C. Contractor and Project Information

1. Emerald Development & Economic Network, Inc.

7812 Madison Avenue

Cleveland, OH 44102

Council District # 3

2. Irene Collins is the Executive Director. The agency is a non-profit organization.

3. The Norma Herr Center is located at:

2227 Payne Avenue

Cleveland, OH 44114

Council District # 7

D. Project Status

1. Managing the Emergency Women's Shelter, the Norma Herr Women's Center, is an annual contract.

2. N/A

3. N/A

4. The contract start date is 1/01/2014. The contract was delayed in being submitted pending approval

of the FY 2014/2015 budget and Sole Source Exemption approval by County's Contracts and Purchasing Board.

E. Funding

1. The contract is funded 100% by the General Fund, Health & Human Services Levy.
2. The provider is reimbursed on a monthly basis.
3. N/A

BC2014-40

A. Scope of Work Summary

1. CJFS is requesting approval of an amendment to Cleveland Housing Network, Inc contract for the cost of \$25,000.00. The amendment maintains the current contract period of April 1, 2013 – March 31, 2014.
2. The project is an amendment to a contract. This amendment changes the value and and is the fourth (4th) amendment of the contract. The history of the amendments is:

- a. Award, 4/1/2011-3/31/12; \$100,000.00
 - b. Amendment #1, 4/1/2011 – 3/31/2012; \$100,000.00
 - c. Amendment #2, 4/1/2012 – 3/31/2013; \$200,000.00
 - d. Amendment #3, 4/1/2013 – 3/31/2014; \$120,000.00
 - e. Proposed Amend't #4 (funds only); \$ 25,000.00
- Total: \$545,000.00

These dollars support the counseling sessions that Cleveland Housing Network provides to JFS-referred clients. Through the sessions, the agency works with the JFS client and utility company to prevent utility shut-off. Cleveland Housing Network receives a unit rate for the referrals. The additional funds are needed to cover the cost of an unanticipated spike in client referrals during the contract period.

B. Procurement

1. The procurement method for this project was RFP. The total value of the RFP was \$100,000.00.
2. The procurement method was closed on February 18, 2011.
3. The proposed amendment received OPD approval to process on 1/15/2014. NOVUS document attached for review.

C. Contractor and Project Information

1. The address of vendor is:

Cleveland Housing Network, Inc
2999 Payne Ave
Cleveland, OH 44114
Council District (07)

2. The Executive Director of the Nonprofit Organization is Robert S. Curry.
3. a. The address of the project is:

Cleveland Housing Network, Inc
2999 Payne Ave
Cleveland, OH 44114

3. b. The project is located in Council District (07)

D. Project Status and Planning

1. The project reoccurs annually.

E. Funding

1. The project is funded 100% by Federal TANF funds.

2. The schedule of payments is monthly by invoice.