

**Cuyahoga County Board of Control  
November 24, 2014 11:00 A.M.  
County Headquarters  
2079 East Ninth Street, 4<sup>th</sup> Floor  
Committee Room B**

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

Item	Requestor	Description	Board Action
BC2014-281	Department of Public Works	Recommending an award on RQ31487 to M Tech Company in the amount not-to-exceed \$247,922.87 for the purchase of a replacement TV Sewer Inspection Truck.  Funding Source: Sanitary Sewer Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-282	Department of Public Works	Recommending an award on RQ32100 and enter into a contract with Pitney Bowes in the amount of \$174,024.00 for the rental and maintenance of mail machines and equipment located at the Administration building, Justice Center and Virgil E. Brown Building for the period 12/1/2014 - 11/30/2017 (State Contract No. 800051)  Funding Source: Internal Service Fund-Mailroom Services	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-283	Office of Procurement and Diversity	Recommending an award:  a) on RQ31754 and enter into a contract with Butler Animal Health Supply, LLC dba Henry Schein Animal Health (4-1) in the amount not-to-exceed \$300,000.00 for animal shelter medical supplies for the period 12/1/2014 - 11/30/2017.  Funding Source: General Fund	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2014-284	Department of Health and Human Services/ Family and Children First Council	Submitting an agreement with Cleveland Heights/University Heights City School District in the amount not-to-exceed \$171,400.00 for implementation of the Closing the Achievement Gap program for the period 10/1/2014 - 12/31/2015.  Funding Source: Health and Human Services Levy Fund	<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  
November 17, 2014 11:00 A.M.  
County Headquarters  
2079 East Ninth Street, 4th Floor  
Committee Room B

### 1. Call to Order

County Executive Ed FitzGerald called the meeting to order at 11:02.

Attending:

Councilman Michael Gallagher

Councilman Dave Greenspan

Councilman Pernel Jones

Lenora Lockett, Director of the Office of Procurement & Diversity

Bill Sheehan, Interim Treasurer (Alternate for Mark A. Parks, Jr., Fiscal Officer)

Bonnie Teeuwen, Director of Public Works

### 2. Review Minutes

Ed FitzGerald motioned to approve the minutes from the November 10, 2014 Board of Control meeting, as written. Michael Gallagher seconded the motion. The minutes were unanimously approved.

### 3. Public Comment

There was no public comment.

### 4. Tabled Items

### 5. New Items for Review

BC2014-276 Department of Public Works, submitting an amendment (Subsidiary No. 3) to Contract No. CE1200508-01 with Terrace Construction Company, Inc. for improvement of East 105th Street/Martin Luther King Drive Intersection in the City of Cleveland for additional funds in the amount not-to-exceed \$129,016.88. Funding Source: 50% Federal Funds; 42% Ohio Public Works Commissioner; 4% Cuyahoga County; 4% City of Cleveland

Bonnie Teeuwen presented. Pernel Jones asked about the status of construction, and the percentage of total amendments in comparison to original contract amount. Ed FitzGerald motioned to approve the item; Pernel Jones seconded. Item BC2014-276 was unanimously approved.

BC2014-277 Office of Procurement & Diversity, Recommending an award:

#### Common Pleas Court

a) on various requisitions to River City Furniture, LLC dba The RCF Group in the total amount of \$229,111.16 for the purchase of Office furniture for various departments of the Court including waiting areas and offices (State Contract No. 800328):

- 1) on RQ31357 in the amount of \$9,726.17
- 2) on RQ31392 in the amount of \$155,177.91
- 3) on RQ32048 in the amount of \$64,206.98

Funding Source: General Fund

Lenora Lockett, presented. Pernel Jones asked for the SBE goal on the purchase. Ed FitzGerald motioned to approve the item; Bonnie Teeuwen seconded. Item BC2014-277 was unanimously approved.

BC2014-278 Office of Procurement & Diversity, Recommending an award:

Department of Public Works

a) on RQ31158 and enter into a contract with Advance Door Co. (8-3) in the amount not-to-exceed \$300,000.00 for overhead garage door maintenance for various locations for the period 12/1/2014 - 11/30/2017. Funding Source: General Fund

Lenora Lockett, presented. Dave Greenspan asked for clarification on the locations where services are to be provided. Ed FitzGerald motioned to approve the item; Michael Gallagher seconded. Item BC2014-278 was unanimously approved.

BC2014-279 Office of Procurement & Diversity, Recommending an award:

Department of Public Works

a) on RQ31355 and enter into a contract with Warren Roofing & Insulating Co. (7-2) in the amount not-to-exceed \$225,000.00 for roof maintenance services for various County buildings for the period 12/1/2014 - 11/30/2017. Funding Source: General Fund

Lenora Lockett, presented. Ed FitzGerald motioned to approve the item; Pernel Jones seconded. Item BC2014-279 was unanimously approved.

BC2014-280 Department of Health and Human Services/Community Initiatives Division/  
Office of Early Childhood, submitting amendments to agreements with various providers for Universal Pre-Kindergarten services for the period 8/31/2012 - 7/31/2014 to extend the time period to 7/31/2015 and for additional funds:

- a) Agreement No. AG1200342-01 with East Cleveland City School District - Prospect Elementary School in the amount not-to-exceed \$16,252.00.
- b) Agreement No. AG1200343-01 with East Cleveland City School District - Superior Elementary School in the amount not-to-exceed \$64,708.80.

Funding Source: Health and Human Services Levy

Rick Werner, Director of Health and Human Services, presented. Ed FitzGerald motioned to approve the item; Pernel Jones seconded. Item BC2014-280 was unanimously approved.

6. Other Business

No other business was presented.

7. Public Comment

There was no further public comment.

8. Adjourn

Ed FitzGerald motioned to adjourn; Pernel Jones seconded. The motion to adjourn was unanimously approved at 11:10 a.m.

**4. Tabled Items**

**5. Scheduled Items for Review**

**BC2014-281**

A. Scope of Work Summary

The Department of Public Works is Recommending an Award to M-Tech for the purchase of a TV Sewer Inspection Truck in the amount of \$247,922.87. 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.

B. Procurement

This is the second purchase of the previously approved Alternative Procurement Process BC2013-294, by the Board of Control on 10/21/13. The Department of Public Works was granted 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 were completed, selecting the Cues and M-Tech.

C. Contractor and Project Information

M-Tech is the local Authorized Dealer for Cues, Inc., the vehicle manufacturer.  
The Safety Company, DBA M Tech  
7401 First Place  
Cleveland, Ohio 44146  
Christopher Cira, CEO

D. Project Status and Planning

This is the second purchase of the previously approved Alternative Procurement Process BC2013-294.

E. Funding Source

100% Sanitary Sewer Fund

Under this Alternative Purchasing Program, the Department of Public Works is able to purchase equipment and services up to the approved Capital Budget assigned to the Division and Index by the Office of Budget Management.

**BC2014-282**

*Title: 2014 Public Works Authority To Submit/Submit Contract Pitney Bowes Mail System RQ32100*

**A. Scope of Work Summary**

Cuyahoga County Department of Public Works is submitting a contract with Pitney Bowes, Inc. in the amount of \$174,024.00 on RQ32100 for the rental of mail machines and equipment, maintenance, repair and technical services for 4 stations at the Administration Building, Justice Center and Virgil E. Brown Building for the three year period 12/1/14 - 11/30/17.

**B. Procurement**

RQ32100 was posted for 5 business days, from 10/1/14 @ 12:00 p.m. until 10/8/14 @ 12:00 p.m. through BuySpeed. The total value of the RFB is \$174,024.00 (\$58,008.00 per year).

The primary goal is to provide meter rental, equipment and maintenance to continue with uninterrupted outgoing mail services. OPD review (10-8-14). OK to process as RFP Exemption for the Contracts and Purchasing Board approval. RFP Exemption (For State Contract Purchase).

**C. Contractor**

Pitney Bowes, Inc.

Lori Rossio - Government Major Account Manager

6910 Treeline Dr. Suite C

Brecksville, Ohio 44141

(614) 975-4747

(203) 460-3594 Fax

lori.rossio@pb.com

**D. Project Status and Planning**

The project reoccurs annually and is an extension of an existing project.

**E. Funding**

The project is funded by the Department's internal service fund. The schedule of payments is monthly. No Amendments.

**BC2014-283****A. Scope of Work Summary**

1. The Office of Procurement & Diversity is Recommending an Award and Submission of Contract on RQ31754 to Butler Animal Health Supply, LLC dba Henry Schein Animal Health. for the Department of Public in the amount not-to-exceed \$300,000.00 for the period December 1, 2014 through November 30, 2017. The County has the option to terminate said contract with a thirty (30) day notice at any time during the contract period.

2. The recommended vendor Butler Animal Health Supply, LLC dba Henry Schein Animal Health can supply the medical products identified in the bid specifications or a suitable alternate needed for the care, control, and treatment of adoption to stray and abandoned dogs. The unit prices will remain firm for the first ninety (90) day period. The bid allows the vendor to increase their price quarterly; however any increase in price must be made in writing to Cuyahoga County Department of Public Works and is subject to approval of Cuyahoga County. The increase in pricing must be documented by the vendor through submission of manufacturing/supplier price increases. Any request for price increase shall not exceed the then current market price of the product being furnished.

3. Services will be on an "as needed" basis as requested by the Animal Shelter. The majority of the products quantities outlined in the bid specifications was estimated and did not represent the County's actual requirements. All prices were inclusive of all charges for delivery, F.O.B. Destination – Freight Prepaid, etc. with no supplementary charges being permitted.

4. Services also require vendor to:

a) Maintain adequate stocks so that normal deliveries can be made within five (5) days of telephone order.

b) Provide upon request an itemized detailed listing of supplies purchased (i.e., Y-T-D amount, Y-T-D quantity of supplies, etc.) throughout the term of the contract.

c) Delivery of items shall be portal-to-portal during normal receiving hours, 8:30 A.M. to 4:00 P.M. Monday through Friday, excluding Legal Holidays unless otherwise specified to 9500 Sweet Valley Drive, Valley View, Ohio 44125.

d) Delivered items must be accompanied with a duly executed delivery slip for the exact quantities being delivered and accepted by an employee of the Animal Shelter or person with an authorized signature to receive any shipment.

e) Pay for all returns of all opened or damaged containers rejected at time of delivery.

#### B. Procurement

1. The total value of the RFB is in the amount not-to-exceed \$300,000.00 for the three year contract period.

2. The bid closed on October 7, 2014.

3. Four (4) bids were pulled from OPD with one (1) bid submitted by Butler Animal Health Supply, LLC dba Henry Schein Animal Health. After review of the bid and alternates proposed Butler Animal Health Supply, LLC dba Henry Schein Animal Health is being recommended for the award.

4. There was no SBE goal participation assessed.

#### C. Contractor and Project Information

1. Butler Animal Health Supply, LLC dba Henry Schein Animal Health

2. The owners are Henry Schein, Inc. (73.72%), 135 Duryea Road, Melville, NY 11747 and Darby Group Companies (21.23%), 300 Jericho Quadrangle, Suite 20, Jericho, NY 11753, Kimberly E. Allen, President of Commercial Division, 400 Metro Place North, Dublin, OH 43017 (1-800-282-5162 ext. 5532).

#### D. Project Status and Planning

1. The project is needed to maintain the doors and gates in good operating order for the safety and security of employees, inmates and the public.

2. The resulting contract will be for the period of December 1, 2014 through November 30, 2017. Related contract documents are due 14 days after the recommendation of award.

3. A performance bond is not required for this item.

4. This is a bid utilizing the pilot project with contract being submitted at time of bid closing.

#### E. Funding

1. The contract is funded 100% by General Fund (CT577411)

2. Schedule of payments will be paid for by releases against the contract in accordance with the terms of the contract.

**BC2014-284**

*Title: Family and Children First Council, 2014, Closing the Achievement Gap agreement*

**A. Scope of Work Summary:**

1. Family and Children First Council, requesting approval of an agreement with Cleveland Heights/University Heights City School Districts for the anticipated cost of \$171,400.00. The anticipated start-completion dates are 10/01/2014-12/31/2015.

**2. The primary goals of the project are:**

- School district will identify 9th - 12th grade youth who are in academic danger with the following risk factors:
  - Failed two or more core classes
  - Absent 36 days or more
  - Received five or more days of out-of-school suspension or
  - Held back a grade (over the age for grade-level)
  
- Youth will be linked with out-of-school-time programs, tutoring, and mentoring
- Data collection
- College access programming for high school junior and seniors

**B. Procurement**

1. The procurement method for this project is an exemption request because the project is a pilot. The district approached the County to request assistance.

**C. Contractor and Project Information****1. The addresses of the vendors are:**

Cleveland Heights/University Heights City Schools  
2155 Miramar Boulevard  
University Heights, Ohio 44118  
(216) 371-7171

**2. The School Superintendent for this vendor is:**

Dr. Talisa L. Dixon  
Cleveland Heights/University Heights City Schools  
2155 Miramar Boulevard  
University Heights, Ohio 44118  
(216) 371-7171  
T\_Dixon@CHUH.org

3. The project is based in Cleveland Heights/University Heights. The school district will hire staff and consultants to launch and maintain the project.

**D. Project Status and Planning**

1. The project reoccurs annually.

**E. Funding**

1. The project is funded 100% by the Health and Human Services Levy.

2. The schedule of payments is by invoice.