

**Cuyahoga County Board of Control  
February 17, 2015 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
BC2015-26	Department of Public Works	Submitting an amendment to Contract No. CE1100593-01 with TranSystems Corporation of Ohio for consultant engineering services for rehabilitation of Columbus Road Lift Bridge over the Cuyahoga River in the City of Cleveland to change the scope of services, effective 2/17/2015 and for additional funds in the amount of \$302,174.00.  Funding Source: 80% Federal Funds, 10% County Road and Bridge and 10% City of Cleveland	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-27	Department of Public Works	Recommending an award on RQ31625 an enter into a contract with Chagrin Valley Engineering, Ltd in the amount not-to-exceed \$200,000.00 for general sanitary engineering services for the period 3/1/2015 - 2/28/2018.  Funding Source: Sanitary Sewer Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-28	Department of Public Works	Recommending an award on RQ31625 an enter into a contract with CTI Engineers, Inc. in the amount not-to-exceed \$200,000.00 for general sanitary engineering services for the period 3/1/2015 - 2/28/2018.  Funding Source: Sanitary Sewer Funds	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-29	Department of Information Technology	Submitting an amendment to Contract No. CE1100414-01 with Toshiba Business Solutions, (USA), Inc. for Countywide enterprise digital and print management services using "green" friendly technology for the Department of Public Works for the period 7/1/2011 - 6/30/2016 to change the scope of services, effective 12/1/2014 and for additional funds in the amount of \$29,260.94.  Funding Source: Public Works: \$5,479.93 Special Revenue	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

		Fund and Fiscal Dept : \$23,781.01 General Fund	
BC2015-30	Department of Information Technology	<p>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 - 7/1/2015 to extend the time period to 12/31/2015, to change the scope of services, effective 2/17/2015 and for additional funds in the amount of \$450,640.00.</p> <p>Funding Source: 100% General Fund</p> <ul style="list-style-type: none"> <li>• \$70,000.00 Invest in Children</li> <li>• \$90,000.00 Board of Revisions BR420067</li> <li>• \$92,000.00 Children &amp; Family Services CF135491</li> <li>• \$98,640.00 DoIT IT601054</li> <li>• \$100,000.00 DoIT ERP IT768333</li> </ul>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-31	Office of Procurement and Diversity	<p>Recommending an award:</p> <p><u>Department of Public Works</u></p> <p>a) on RQ32253 and enter into a contract with Fowler Electric Co. dba The Fowler Company (6-3) in the amount not-to-exceed \$192,500.00 for maintenance of decorative lighting for the Veterans Memorial Bridge No. 84 for the period 4/1/2015 - 3/31/2017.</p> <p>Funding Source: Public Works Capital Outlay Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-32	Office of Procurement and Diversity	<p>Recommending an award:</p> <p><u>Department of Public Works</u></p> <p>a) on RQ32170 and enter into a contract with Cummins Bridgeway, LLC (10-2) in the amount not-to-exceed \$150,000.00 for generator maintenance services for the period 3/1/2015 - 2/28/2018.</p> <p>Funding Source: General Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold
BC2015-33	Department of Health and Human Services/ Division of Children and Family Services	<p>Recommending an award on RQ31503 and enter into a contract with Building Blocks Adoption Service, Inc. in the amount of \$20,000.00 for adoption services for the period 1/1/2015 - 12/31/2016.</p> <p>Funding Source: State Child Protective Allocation Fund</p>	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove <input type="checkbox"/> Hold

**6. Other Business**

Item	Requestor	Description	Board Action
BC2015-34	Department of Development	<p>Recommending an alternate procurement process to solicit proposals from nonprofit and private developers seeking loans of federal Home Investments Partnerships Program (HOME) funds to develop rental housing projects serving low-income households. Each loan will not exceed \$450,000.</p> <p>Funding Source: HOME program funds</p> <p>1. Description of Supplies or Services (If contract amendment, please identify contract time period and/or scope change) The Department of Development will solicit proposals from nonprofit and private developers seeking loans of federal Home Investments Partnerships Program (HOME) funds to develop rental housing projects serving low-income households. Each loan will not exceed \$450,000 with the exact amount and terms of the loan determined by underwriting each project according to HOME program regulations issued by the United States Department of Housing and Urban Development (HUD). Each proposed loan will be reviewed by the Cuyahoga Housing Consortium Review Board, the seven-member board responsible for administering HOME program funding on behalf of Cuyahoga County. Each recommended HOME loan will then be submitted to the Cuyahoga County Board of Control for final approval.</p> <p>To meet a federal statutory deadline to have available HOME program funds committed by July 31, 2015, loan applications for projects that County staff determine will be ready to have their Cuyahoga County HOME funds placed under a written loan agreement by May 31, 2015, will be preferred for funding.</p> <p>Projects located in the City of Cleveland may be considered for HOME program funding, under federal HOME program rules, provided they will serve low-income residents of the suburban Cuyahoga Housing Consortium service area.</p> <p>2. Estimated Dollar Value and Funding Source(s) including percentage breakdown (If amendment, please enter original contracted time period and amount and all</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

		<p>previous amendment history (time periods, amounts), if any.)  Each loan will be 100% federally funded using HOME program funds. The exact amount and terms of each loan will be determined by underwriting each proposal.</p> <p>3. Rationale Supporting the Use of the Selected Procurement Method (include state contract # or GSA contract # and expiration date)  Cuyahoga County has used an annual solicitation of federal HOME program loan applications from nonprofit and private developers, with underwriting by County staff and review by the Cuyahoga Housing Consortium Review Board, to select rental projects for loans of HOME program funds, each year since 2010.</p> <p>4. What other available options and/or vendors were evaluated? If none, include the reasons why.  Because loans of HOME program funds to develop rental housing are not direct purchases of goods and services by Cuyahoga County, the usual Cuyahoga County Request for Proposals process is not suitable to evaluate loan applications.</p> <p>5. What ultimately led you to this product or service? Why was the recommended vendor selected?  The rules of the federal HOME program define what type of rental housing may be developed with HOME funds. The solicitation and review of loan applications authorized by this Alternative Procurement Process will ensure that only eligible projects, ready for funding within the deadline set by federal law, are selected.</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.  Because loans of HOME program funds to develop rental housing are not direct purchases of goods and services by Cuyahoga County, the usual Request for Proposals process would not be suitable to evaluate loan applications.</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.  The same process for solicitation and review of HOME program loan applications will be used in the future.</p>	
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**7. Public Comment**

**8. Adjourn**

**Minutes**

Cuyahoga County Board of Control  
February 9, 2015 11:00 A.M.  
County Headquarters  
2079 East Ninth Street, 4th Floor  
Committee Room B

1. Call to Order

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

Attending:

County Executive Armond Budish  
Council President Dan Brady  
Councilman Dave Greenspan  
Councilman Dale Miller  
Lenora Lockett, Director, Office of Procurement and Diversity  
Bill Sheehan, Interim Treasurer (Alternate for Mark Parks)  
Bonnie Teeuwen, Director, Department of Public Works

2. Review Minutes

Armond Budish motioned to approve the minutes from the February 2, 2015 Board of Control Meeting, as written. Dan Brady seconded the motion. The minutes were approved. Bonnie Teeuwen abstained.

3. Public Comment

There was not public comment.

4. Tabled Items

There were no tabled items.

5. New Items for Review

BC2015-24 Department of Public Works, submitting an amendment (Subsidiary No. 1) to Contract No. CE1400140 with The C.A. Agresta Construction Co. for repair and resurfacing of Harvard Avenue from the Newburgh Heights West Corporation Line to East 54th Street in the Village of Newburgh Heights for additional funds in the amount not-to-exceed \$56,968.16. Funding Source: \$7.50 Vehicle License Tax Fund

Bonnie Teeuwen presented. Armond Budish motioned to approve the item; Dale Miller seconded. Item No. BC2015-24 was unanimously approved.

BC2015-25 Common Pleas Court/Corrections Planning Board, recommending an award on RQ32284 and enter into a contract with Case Western Reserve University in the amount not to exceed \$195,000.00 for evaluator services for the Felony Drug Court for the period 9/30/2014 - 9/29/2017. Funding Source: Substance Abuse and Mental Health Services Administration Grant Fund

Molly Leckler, Corrections Planning Board, presented. Dan Brady asked for clarification on the Substance Abuse and Mental Health Services Administration Grant. Molly replied that the SAMHSA grant is a federal grant. Dave Greenspan asked for a description of the expected outcome under the proposed contract. Molly explained that CWRU will measure the achievement of program goals, and gauge program effectiveness by developing an Institution Review Board to track and maintain direct contact with clients. A Government Performance Review assessment will be conducted at the beginning of the project and six months after client discharge, all of which fulfills the requirements of the grant. Dale Miller asked about the cost of the services provided by the Drug Court.

Armond Budish motioned to approve the item; Dale Miller seconded. Item No. BC2015-25 was unanimously approved.

6. Other Business

There was no other business.

7. Public Comment

There was no public comment.

8. Adjourn

Armond Budish motioned to adjourn; Dan Brady seconded the motion. The motion to adjourn was unanimously approved at 11:11 a.m.

**5. Scheduled Items for Review**

**BC2015-26**

A. Scope of Work Summary

1. Department of Public Works requesting approval of an amendment with TranSystems Corporation for the anticipated cost of \$302,174.00.
2. This contract is for TranSystems Corporation to perform professional services as the Designer of Record of the Lift Bridge. TranSystems completed the design for the bridge in 2011. Since federal funds are being utilized, the contract amendment must be in the format of the Ohio Department of Transportation (ODOT) similar to the original contract. The amendment is for work related to extra effort due to unanticipated grout pad issues, South Tower unanticipated stairway design modifications, additional field visits related to bridge electrical/mechanical systems, project closeout costs, extension of contract time, and assistance with contractor claims.

3. N/A

#### B. Procurement

1. The procurement method for the design of the project was by RFQ. The total value of the RFQ is \$1,907,950.00.
2. The RFQ closed on August 1, 2007. There is no SBE participation goal because federal funds are being utilized.
3. There were 6 proposals submitted for review, 1 approved.

#### C. Contractor and Project Information

1. The address of the vendor is:  
TranSystems Corporation  
55 Public Square, Suite 1900  
Cleveland, OH 44113  
Council District - 7
2. The Board of Directors was included in the original contract and the principal owner form is attached.
3. a. The location of the project is Columbus Road Lift Bridge, Cleveland
3. b. The project is located in Council District 7.

#### D. Project Status and Planning

1. The project is an extension of the existing project.
2. N/A
3. N/A
4. N/A
5. N/A

#### E. Funding

1. This contract is funded 80% Federal Funds, 10% County Road and Bridge and 10% City of Cleveland
2. The schedule of payments is by invoice
3. This item is an amendment to the contract. This amendment changes scope and value and is the third amendment of the contract.

### **BC2015-27**

#### A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with Chagrin Valley Engineering, Ltd. for the not-to-exceed cost of \$200,000.00. The anticipated start & completion dates are March 1, 2015 - February 28, 2018.
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 Sanitary Engineering Services.
3. N/A

B. Procurement

1. The procurement method for these services was an RFQ. The total value of the RFQ is not to exceed \$200,000.00.
2. The RFQ was closed on October 1, 2014. There is 30% SBE on this RFQ.
3. There were 8 proposals submitted for review, 2 proposals were approved. One contract with Chagrin Valley Engineering (\$200,000.00) and one contract with CTI Engineers (\$200,000.00) which will be submitted under a separate Novus item.

C. Contractor and Project Information

1. The address of the vendor is:  
Chagrin Valley Engineering, Ltd.  
22999 Forbes Road, Suite B  
Cleveland, Ohio 44146
2. A listing of Principal Owners for Chagrin Valley Engineering is included as an attachment.
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 task assigned.

D. Project Status and Planning

1. The Project may reoccur 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 Sanitary Sewer Funds.
2. The Schedule of payment will be by monthly invoicing.
3. N/A

**BC2015-28**

A. Scope of Work Summary

1. Department of Public Works requesting award and approval of a contract with CTI Engineers, Inc. for the not-to-exceed cost of \$200,000.00. The anticipated start & completion dates are March 1, 2015 - February 28, 2018.
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 Sanitary Engineering Services.
3. N/A

B. Procurement

1. The procurement method for these services was an RFQ. The total value of the RFQ is not to exceed \$200,000.00.
2. The RFQ was closed on October 1, 2014. There is 30% SBE on this RFQ.



3. There were 8 proposals submitted for review, 2 proposals were approved. One contract with CTI Engineers, Inc. (\$200,000.00) and one contract with Chagrin Valley Engineering (\$200,000.00) which will be submitted under a separate Novus item.

C. Contractor and Project Information

1. The address of the vendor is:

CTI Engineers, Inc.

One Cascade Plaza, Suite 710

Akron, Ohio 44308

2. A listing of Principal Owners for Chagrin Valley Engineering is included as an attachment.

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 task assigned.

D. Project Status and Planning

1. The Project may reoccur 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 Sanitary Sewer Funds.

2. The Schedule of payment will be by monthly invoicing.

3. N/A

**BC2015-29**

A. Summary Scope of Work

Department of Information Technology/Public Works is requesting approval of a contract amendment with Toshiba Business Solutions, (USA), Inc for the anticipated cost of \$29,260.94. The anticipated start-completion dates are 7/1/11-6/30/16. Under the contract, the County is to lease two large Format Printer/Scanners in the amount of \$29,260.94 These printers will be used by the Department of Public Works Tax Map operation and the Fiscal Department Property Recording operation.

B. Procurement

1.The procurement method for this project was RFP exemption. The total value of the RFP exemption is \$29,260.94

2. The proposed amendment received an RFP exemption justification by OPD on 12/12/2015

C. The address is:

Toshiba Business Solutions, (USA), Inc

7850 Hub Parkway

Cleveland, Ohio 44125

D. This project reoccurs annually.

E. Funding Source

1.This project is funded by both Public Works and The Fiscal Department

Public Works: \$5,479.93 using index CE415711 (Special Revenue Fund) sub-obj 0263

Fiscal Dept : \$23,781.01 using index FS109645 (General Fund) sub-obj 0263

3. This project is an amendment to contract CE1100414. This amendment increases the value by \$29,260.94 and is the first amendment of the contract.

**BC2015-30**

A. DoIT requesting approval of a amendment with Avantia, Inc. for the amount not to exceed \$450,640.00, extending CE1200424 to 12/31/15. The Justification for this amendment was approved 1/21/15.

B. The proposed contract amendment received contract amendment exemption approval on 1/21/15.

C. Avantia, Inc.

9655 Sweet Valley Dr., #1

Valley View, Ohio 44125

Jennie Zamberlan / President

D. The project's term originally began on 7/2/12, this is an amendment for additional dollars and time.

E. 100% General Fund

\$70,000.00 Invest in Children

\$90,000.00 Board of Revisions BR420067

\$92,000.00 Children & Family Services CF135491

\$98,640.00 DoIT IT601054

\$100,000.00 DoIT ERP IT768333

**BC2015-31**

A. Scope of Work Summary

1. The Office of Procurement & Diversity is Recommending an Award and Submission of Contract on RQ32253 to Fowler Electric Co. dba The Fowler Company for the Department of Public Works for Maintenance of the Decorative Lighting for The Veterans Memorial Bridge No. 84 in the amount not-to-exceed \$192,500.00 for the period April 1, 2015 through March 31, 2017.

2. The recommended vendor will furnish all labor, and materials, services, and equipment required to complete the replacement of lamps, replacement of lenses, replacement of ballasts, cleaning of lenses, and cleaning of reflectors at the specified locations. The cleaning shall only be done with a lamp, lens, or ballast is being replaced in the specified locations. Where applicable, the cleaning of the lenses shall include both the clear and the colored lenses for the specified light fixture. Lamps and/or ballasts shall be clearly marked with the month and year (Month/Year L or B) of replacement and which part was replaced.

3. Vendor shall when authorized furnish all labor, materials, services, and equipment to complete the repairing or replacement of faulty low voltage decorative and special lighting. Supply equipment at the specified locations, including, but not limited to, service breakers, timers, conduit, conductors, sensors, controls, and associated fittings.

4. The Bridge Inspection/Maintenance (IM) Department of the Cuyahoga County Department of Public Works will establish the maintenance schedule and coordinate reasonable completion dates with the Vendor. Every reasonable effort must be made to complete the scheduled maintenance items within the time frame that has been agreed upon between the Vendor and the Bridge IM Department.

5. The quantities of work to be accomplished, or material, or equipment to be furnished as given for

each item, are approximate only and are given solely for the comparison of proposals. They are not guaranteed to be an accurate statement of the quantities to be performed or furnished under the contract. The quantities shown on the Schedule of Estimated Quantities are based on past observations as to the life of the lamps, ballasts, and/or lenses, and are given that they might serve as a standard comparison for all interested parties. The actual quantities will be determined throughout the contract period and shall be verified by the Bridge IM Department of the Department of Public Works.

6. Vendor quoted on a per unit basis (prices quoted includes overhead, benefits, etc.) as indicated on the Bid Sheets and includes all costs for the handling and delivery to the site. Quoted prices will be for the duration of the contract.

7. Vendor shall adhere to the prevailing Wage Rates in effect at the time the work is in progress. These are the prevailing rates of wages on Public Improvements fairly estimated over Twenty Thousand Nine Hundred Ninety-Five Dollars (\$20,995.00) as ascertained by the Ohio Department of Industrial Relations for Cuyahoga County, and as provided for in Sections 4115.03 through 4115.16 of the Ohio Revised Code.

#### B. Procurement

1. The procurement method for this purchase was a formal competitive bid. The total value of the RFB was in the amount not-to-exceed \$194,050.00 for the two (2) year contract period.

2. The bid closed on January 5, 2015.

3. Six (6) bids were pulled from OPD and three (3) bids were submitted and Fowler Electric Co. dba The Fowler Company is being recommended for the award based on being the lowest responsive bid.

4. There was a 20% SBE goal participation assessed and the recommended vendor met the goal.

#### C. Contractor and Project Information

1. Fowler Electric Co. dba The Fowler Company

7777 First Place, Suite 2

Oakwood Village, OH 44146

2. The President/Secretary is Scott Jordan (216) 513-4591

#### D. Project Status and Planning

1. The project is needed to maintain the Decorative Lighting on Veterans Memorial Bridge No. 84.

2. The prior contract CE1300264 on RQ24216 with Fowler Electric Co. dba The Fowler Company was in the amount not-to-exceed \$160,000.00 for the period 1/1/2013 - 12/31/2014. The contract was amended to extend the time period to 3/31/2015.

3. The resulting contract will be for the period of 4/1/2015 - 3/31/2017. Related contract documents are due 14 days after the recommendation of award.

4. A performance bond is required for this item.

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

#### E. Funding

1. The contract is funded by 100% by Public Works Capital Outlays CE417477/0707.

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

### **BC2015-32**

#### A. Scope of Work Summary

1. The Office of Procurement & Diversity is Recommending an Award and Submission of Contract on

RQ32170 for Generator Maintenance Services for the Emergency Generators and provide emergency repairs at various County locations for the Department of Public Works in the amount not-to-exceed \$150,000.00 for the period March 1, 2015 through February 28, 2018.

The award is based upon the Routine Repair, Emergency Repair, Emergency Repairs Holiday hourly rates and Annual Total Cost for Locations. Hours indicated were for bid purposes only and did not constitute a commitment to the specific hours listed. Cuyahoga County reserved the right to add or delete facilities/generators. In addition, the County has the option to terminate said contract with a thirty-day (30) written notice at any time during the contract period.

2. Preventative Maintenance services by Cummins Bridgeway, LLC includes onsite inspections for each generator annually/semi-annually and provide specific details regarding any repair work needing to be completed as a result of the preventative maintenance. The contractor is responsible for cleanliness of the site, and all construction debris removal pertaining to the assigned work. The contractor will accommodate the continuous operation of all facilities. Minimum requirements include all applicable rules and regulations of the State of Ohio, and all other authority having jurisdiction.

3. The products covered under the contract are not inclusive. The County may or may not purchase non-itemized parts under this contract at the quoted discounted rate in contractor's bid. Parts will be purchased on an "as needed" basis as required by the Department of Public Works.

4. Scope of work for Justice Center Court Tower, Justice Center Jail II, Juvenile Justice Center and Courthouse Square is as follows:

a) Preventative Maintenance Services and Reporting: Contractor will be required to perform generator inspections as stated in PD-3 which includes one two (2) hour Resistive Load Bank Testing per NFPA and Fuel Filters for XQ1750. The inspections shall be performed by a competent person who is familiar with all aspects of generators (see minimum experience). A detailed report will be provided to the County within ten (10) days of completion.

b) Routine Maintenance Repairs: A contractor will be required to perform routine and non-routine maintenance repairs during regular hours, as required to maintain generator and to extend the useful life of the generator; and/or repair generator, Monday – Friday 8:00 a.m. – 4:00 p.m., authorized by Cuyahoga County.

c) Emergency Generator Repairs: A Contractor will be required to make emergency generator repairs during non-regular hours, 4:00 p.m. – 8:00 a.m., Saturday, Sunday, (AHES) and Legal holidays, (AHES2) on an “as needed” basis required and authorized by Cuyahoga County. AHES & AHES2 must be made within four (4) hours of the telephone order.

d) Misc.Change Lube Oil, Primary and Bypass Filters and Fuel Filters

5. Scope of work is described below for the following locations:

BUILDING LOCATIONS/GENERATOR DIRECTORY

Airport	55 Richmond Rd., Richmond Hts.
Animal Shelter/Kennel	9500 Sweet Valley Dr., Valley View

Courthouse	1 Lakeside Ave., Cleveland
Metzenbaum	3343 Community College Ave., Cleveland
Virgil E. Brown	1642 Superior Ave., Cleveland
Jane Edna Hunter	3955 Euclid Ave., Cleveland
Public Works Central Services	1642 Lakeside Ave., Cleveland
Sanitary Engineers	6100 W Canal Rd., Valley View
Creekside	3266 Som Center, Pepper Pike
Greenbrooke	7296 Fitch Rd., Olmsted Township
Bagley	25850 Bagley Rd., Olmsted Falls
Aintree	607 Timberline Trail, Mayfield Village
East Linden	7606 East Linden Lane, Parma
Miles 1	27699 Miles Rd., Orange Village
Pinetree	32899 Pinetree, Pepper Pike
Scottish	317 Royal Oak Blvd. Richmond Hts.
Wallings	8003 Brecksville Rd., Brecksville
West Sprague	12550 West Sprague, Brecksville
CECOMS	4310 Robert Bishop Rd., Highland Hills
Bernwood	27000 Shaker Blvd., Beachwood
Echo	10016 Hickory Ridge, Brecksville
Dewey Rd.	11400 Snowville Rd., Brecksville
Southern Estates	7799 Monticello Dr., Brecksville
Portable #1	6100 W Canal Rd., Valley View
Portable #2	8626 Hollis Lane, Brecksville

a) Routine Maintenance Repairs: The contractor may or may not be required to perform routine and non-routine maintenance repairs during regular hours, as required to maintain generator and to extend the useful life of the generator; and/or repair generator, Monday – Friday 8:00 a.m. – 4:00 p.m., authorized by Cuyahoga County.

b) Emergency Generator Repairs: A Contractor may or may not be required to make emergency generator repairs during non-regular hours, 4:00 p.m. – 8:00 a.m., Saturday, Sunday, (AHES) and Legal holidays, (AHES2) on an “as needed” basis required and authorized by Cuyahoga County. AHES & AHES2 must be made within four (4) hours of the telephone order.

c) Misc.: Once a year (annually), the following services are to be performed at each visit and at all locations:

#### Battery & Battery Charger System

Clean all battery terminals and verify integrity of cables & connectors.  
 Load test battery.  
 Measure specific gravity and add fluid if necessary.  
 Verify proper operations and float voltage of external battery charger.  
 Verify and record output of engine alternator.

#### Engine

Verify and record oil pressure and water temperature.

Test all safety shutdown circuits and alarms including; over speed, over crank, low oil pressure, high water temperature and low coolant level.

Inspect air intake system including air filter condition, crankcase breather and Turbo charger.

Inspect muffler system and drain condensation trap (if applicable) and verify rain cap operation.

Inspect engine starting system, verify cable integrity and connections.

Inspect exhaust flex coupling and piping for leaks and proper connections.

Check for abnormal vibration or noise.

Inspect spark plugs, plug wires and distributor.

### Fuel System

Inspect all fuel lines and hoses for visual and general condition.

Inspect day tank and float assembly for proper operation and leaks.

Inspect fuel pumps for leaks.

Verify proper operation of governor and governor linkage (where applicable).

Check level of fuel in primary tank (where applicable).

Drain water and sediment from fuel filter and supply lines (when practical).

### Coolant System

Inspect all clamps, verify condition of all hoses and identify any visual leaks.

Verify proper operation of engine jacket water heater.

Test coolant freeze point and verify coolant level.

Test coolant additive package (DCA) for proper corrosion inhibitors.

Inspect belt condition and tension, correct as required.

Inspect radiator core for visual blockage or obstructions.

Inspect for proper operation of intake louvers, motorized or gravity (if applicable).

Verify proper operation of remote radiator and belt condition (if applicable).

### Controls

Verify and record output and adjust voltage regulator if necessary.

Calibrate controls meters.

Verify and record output frequency and adjust governor (if necessary).

Verify operation of all lamps on control panel.

Inspect for any loose terminals or discoloration.

### Generator

Inspect and lubricate generator end bell bearing.

Inspect brushes, brush holders and commutator.

Inspect cooling system and general condition of alternator.

Inspect for abnormal vibration.

Verify connections and insulation condition.

Verify proper operation of shunt trip on mainline circuit breaker (if applicable).

### Automatic Transfer Switch (Paralleling Switchgear, Bypass Switchgear, Manual Transfer

Verify proper operation of exerciser clock, adjust if necessary.

Provide visual inspection of all contacts and connections points.

Perform building load test if practical and inspect of proper transfer and retransfer.

Verify operation of all lamps on controls.

## 6. ADDITIONAL SERVICES AND REPAIRS

Any additional repairs, parts or services which are required will be brought to the attention of Cuyahoga County. Repairs will only be made after proper written authorization from Cuyahoga County is given to the contractor. Any additional repairs, maintenance or service that may or may not be performed by contractor will be at the labor rates stipulated in PD-3. All parts utilized will be at discounted % from suggested list price as stipulated in PD-3.

## 7. PLANNED EQUIPMENT MAINTENANCE

The following conditions, in part, will determine continuity of the full contract period by the Owner. Except for causes beyond the contractor's control, and if the County is in concurrence with the contractor as to the validity of these causes, the following Contractor's performance is expected as a minimum standard:

The contractor will be required to provide routine maintenance service as directed and authorized by Cuyahoga County, Monday – Friday 8:00 a.m. – 4:00 p.m., authorized by Cuyahoga County. No work shall exceed \$500.00 unless prior written authorization from Cuyahoga County is received.

## 8. SERVICE REQUIREMENTS

a. All parts/services ordered and received under this contract shall be made by an employee of Cuyahoga County Public Works or a person with an authorized signature. All supplies will be picked-up/delivered during normal business hours (between 8:00 A.M. - 4:00 P.M., Monday – Friday), with no pick-ups/deliveries on Saturdays, Sundays or Legal holidays, unless otherwise specified.

b. All orders must be accompanied with a duly executed receiving slip indicating the exact quantities ordered.

c. All parts will be OEM.

d. Damaged parts will not be accepted. The contractor will pay for all returns.

e. Upon the request of Cuyahoga County,

- Material Safety Data Sheets;
- Equipment specifications and/or Manufacturers' literature;
- Chemical product(s) data sheets; must be provided.

f. All work and equipment described herein shall be warranted against all faults in materials and workmanship for a one year period after completion and acceptance of installation. Contractor shall remedy any defects at no cost to the County.

### B. Procurement

1. The procurement method for this purchase was a formal competitive bid. The total value of the RFB was in the amount not-to-exceed \$150,000.00 for the three (3) year contract period.

2. The bid closed on January 14, 2015.

3. Ten (10) bids were pulled from OPD and two (2) bid was submitted Cummins Bridgeway, LLC. is being recommended for the award based on being the lowest and best bidder.

4. There was a 10% SBE goal participation assessed which has been met. Cummins Bridgeway, LLC is

being awarded based on price preference percentage and limits.

C. Contractor and Project Information

1. Cummins Bridgeway, LLC  
21810 Clessie Ct.  
New Harbor, MI 48165
2. The President is Greg Boll (248) 573-1600

D. Project Status and Planning

1. The project is reoccurring.
2. The project is needed to ensure the life, safety of the occupants of the buildings and to ensure the continuous operations of all facilities.
3. The current contract RQ24681 CE1300186-01 is with Cummins Bridgeway, LLC for the period 3/1/2013 – 2/28/2015 is in the amount not-to-exceed \$100,000.00.
4. The resulting contract will be for the period of March 1, 2015 through February 28, 2018. Related contract documents are due 14 days after the recommendation of award.
5. A performance bond is required for this item.
6. 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 (CT577395).
2. Schedule of payments will be paid for by releases against the contract in accordance with the terms of the contract.

**BC2015-33**

*Title: DCFS 2015-2016 Adoption Contracts for Adoption Services*

A. Scope of Work Summary

1. The Division of Children and Family Services (DCFS) is requesting authorization to contract with various providers for the period of 01/01/2015 to 12/31/2016 for adoption services total amount not-to-exceed \$450,000.00. DCFS is required by state law (per OAC 5101:2-48.) to act as a coordinating/supervising agent in the public agency adoption process (OAC 5101:2-48 addresses adoption. OAC 5101:2-48-19 specifically addresses the transfer and sharing of adoptive home studies. However, other pieces of 5101:2-48 are applicable as well.) Per state law, biological parents have the right to choose the adoption provider that will handle the adoption; therefore making it impossible to allow competitive bidding for this service. The services to be provided include completion of adoptive home studies; supervision of adoptive placements; and representation of approved adoptive families in the matching process.

Proposed contract amount: Building Blocks - \$20,000.00

DCFS acts as the fiscal agent or pass-through agent in this process. To accomplish this task, DCFS is asking for permission to do the following: to utilize current contracted providers (see question 2) for the next two years; to select future providers identified by families that will provide adoption services; and for permission to execute two-year termed contracts (for the time period of 01/01/2015 to 12/31/2016) for providers included in this justification as well as adoption services providers identified in the future.



Total amount not-to-exceed: \$450,000.00 for the period of 01/01/2015 to 12/31/2016. (\$200,000 per year - initially allocated)

B. Procurement

1. The procurement method for this project Alternative Procurement to result in various contracts, NTE \$450,000 (BC2014-200)
2. N/A
3. N/A

C. Contractor and Project information

Building Blocks

52 Public Square

Medina, Ohio 44256

Council District (NA-Outside of Cuyahoga County)

Executive Director: Denise L. Hubbard

D. Project Status and Planning

1. The project reoccurs bi-annually.
2. NA
3. NA

E. Funding

1. The project is funded by 100% - State Child Protective Allocation.