

Cuyahoga County Board of Control  
 County Administration Building, 4<sup>th</sup> Floor

October 3, 2011 11:00 AM

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

Item	Requestor	Description	Board Action
BC2011-86	Department of Health and Human Services	<p>1) Employment &amp; Family Services, submitting a state contract with Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$284,439.76 for maintenance on the Electronic Document Management System for the period 7/1/2011 - 6/30/2012.</p> <p>2) Employment &amp; Family Services, submitting a state contract with Northwoods Consulting Partners, Inc. in the amount not-to-exceed \$70,600.00 for maintenance on the Compass Appointment Manager System for the period 7/1/2011 - 6/30/2012.</p> <p>Funding Source: 100% by PA (Public Assistance) Linkage Funding</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2011-87	Office of Human Resources	<p>Submitting an agreement with Cuyahoga County Court of Common Pleas, General Division Laboratory the amount not-to-exceed \$102,000.00 for toxicology services for the period 8/1/2011- 7/31/2014.</p> <p>Funding Source: 100% General Fund</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>
BC2011-88	Department of Health & Human Services	<p>Submitting a contract with Case Western Reserve University on behalf of The Begun Center for Violence Prevention Research and Education in the amount not-to-exceed \$425,000.00 for evaluation and planning services for various initiatives for the Cuyahoga Tapestry System of Care for the period 7/1/2011 - 6/30/2012.</p> <p>Funding Source: 100% Health and Human Services Levy</p>	<p><input type="checkbox"/> Approve</p> <p><input type="checkbox"/> Disapprove</p> <p><input type="checkbox"/> Hold</p>

6. Other Business
  - A. Columbus Day Holiday Observance-Proposed Meeting Date Change to Tuesday, October 11, 2011
7. Public Comment
8. Adjournment

## **2. Review and Approve Minutes**

MINUTES  
Cuyahoga County Board of Control  
Cuyahoga County Administration Building  
4th Floor-Multipurpose Room  
Monday, September 26, 2011-11:00 p.m.

### 1. Call to Order

Meeting was called to order at 11:21 a.m.

### 2. Review and Approve Minutes

A motion was made by Ed FitzGerald seconded by Dale Miller to approve minutes as written.

### 3. Public Comment

There was no public comment.

### 4. Tabled Items for Review

BC2011-81 Office of Procurement and Diversity Recommending an award: Fiscal Office-County Treasurer

a) on RQ20861 to Midwest Presort Mailing Services, Inc., (19-6) in the amount not-to-exceed \$288,349.00 for printing and mailing first and last half 2011 real property and delinquent collection tax bills.

Funding Source: 60% General Fund/40% DTAC Funds

Motion to approve by Ed FitzGerald, Seconded by Dale Miller. Item Approved

BC2011-83 Recommending an award:

Office of Human Resources

a) on RQ20054 to The Cleveland Hearing and Speech Center (7-1) in the amount not-to-exceed \$201,830.00 for sign language interpreting services for the period 12/2/2011 - 11/30/2014.

Funding Source: 100% General Fund

Motion to approve by Ed FitzGerald, Seconded by Dale Miller. Item Approved

### 5. New Items for Review

BC2011- 84 Department of Development Recommending awards to various providers on RQ20507 for fair housing services for the Cuyahoga Urban County for the period 9/1/2011 - 5/31/2012: (Resolution No. EA2011-0780 - authority to seek proposals.)

1) Cleveland Tenants Organization in the amount not-to-exceed \$33,216.00.

2) Housing Research & Advocacy Center in the amount not-to-exceed \$104,000.00.

Funding Source: 100% Federal Community Development Block Grant Funds

Motion to approve by Ed FitzGerald, Seconded by Lenora Lockett. Item Approved.

BC2011-85 Department of Health and Human Services Submitting an amendment to Contract No. CE0900748-02 with United Way of Greater Cleveland for administrative and fiscal agent services for the Greater Cleveland Integrated Re-Entry Project for the period 8/1/2009-

7/31/2011 to exercise the option to extend the time period to 7/31/2012 and for additional funds in the amount of \$500,000.00.

Funding Source: 100% Health and Human Services Levy Funds

Motion to approve by Ed FitzGerald. Seconded by Pernel Jones Jr. Item approved.

6. Other Business: There was no other business.

7. Adjournment

Motion to adjourn by Ed FitzGerald. Seconded by Dale Miller. Meeting adjourned at 11:39 a.m

## **5. New Items for Review**

### **BC2011-86**

#### **Title: Employment & Family Services-2011**

##### A. Scope of Work Summary

1. Employment & Family Services is requesting approval of a contract with Northwoods Consulting Partners, Inc. for the amount of \$284,439.76. The start date is July 1, 2011 through June 30, 2012.
2. The primary goals of the program:
  - Provides maintenance & support for the Electronic Document Management System that is used by over 600 EFS employees to eliminate paper documents in client file keeping
  - Enhances the eligibility determination process, eliminates paper files, and provides accountability for file audits by supporting various benefit programs.
  - Increases the efficiency of the EFS staff in processing clients' applications and required eligibility documentation.

##### B. Procurement

1. The procurement method for this project was state term schedule; STS-033-533091-1, expiration date: 6/60/2013.

##### C. Contractor and Project Information

1. The address of vendor:  
Northwoods Consulting Partners, Inc.  
5815 Wall Street  
Dublin, OH 43017  
Council District N/A
2. The principal owner is Gary Heinze, President
3. The program serves all benefit recipients in Cuyahoga County.

##### D. Project Status and Planning

1. The program services are annual maintenance costs associated with supporting the hardware, software and licensing of the system.
2. The program services were scheduled for a start date of July 1, 2011. The service contract was delayed by the County Executive without any explanation since July 26, 2011.

#### E. Funding

1. The project is funded 100% by PA (Public Assistance) Linkage Funding.
2. The schedule of payments is by semi-annual invoice.

### **Title: Employment & Family Services-2011**

#### A. Scope of Work Summary

1. Employment & Family Services is requesting approval of a contract with Northwoods Consulting Partners, Inc. for the amount of \$70,600.00. The start date is July 1, 2011 through June 30, 2012.
2. The primary goals of the program:
  - Consolidates and tracks client appointments, improves worker scheduling, provides automatic worker notice of a client's arrival, minimizes a client's wait time and allows staff the ability to monitor waiting lists on an agency wide basis.
  - Supports stand-alone kiosks used by clients to self register for their appointments to further minimize waiting.
  - Provide maintenance & support for the Premier Appointment Manager System used by over 600 EFS employees to enhance the scheduling of clients' appointments.

#### B. Procurement

1. The procurement method for this project was state term schedule; STS-033-533091-1, expiration date: 6/60/2013.

#### C. Contractor and Project Information

1. The address of vendor:  
Northwoods Consulting Partners, Inc.  
5815 Wall Street  
Dublin, OH 43017  
Council District N/A
2. The principal owner is Gary Heinze, President.
3. The program serves all benefit recipients in Cuyahoga County.

#### D. Project Status and Planning

1. The program services are annual maintenance costs associated with supporting the hardware, software of the system.
2. The program services were scheduled for a start date of July 1, 2011. The service contract was delayed by the County Executive without any explanation since July 26, 2011.

#### E. Funding

1. The project is funded 100% by PA (Public Assistance) Linkage Funding.
2. The schedule of payments is by semi-annual invoice.

#### **BC2011-87**

##### **Title: Department of Human Resources 2011 Inter-Agency agreement.**

#### A. Scope of Work Summary

1. The Department of Human Resources is requesting approval of an inter-agency agreement with The Cuyahoga County Court of Common Pleas, Juvenile Division and the Cuyahoga County Court of Common Pleas, General Division Laboratory for the anticipated cost of \$102,000.00 not-to-exceed \$102,000.00. The anticipated start-completion dates are August 1, 2011 thru July 31, 2014.
2. The primary goals of the project are  
To engage in the professional and technical services to manage drug and alcohol toxicology testing services for pre-employment, post-accident, fitness for duty, random and reasonable suspicion and alcohol testing.

#### B. Procurement

1. The procurement method for this project was an inter-agency agreement. The total value of the agreement is \$102,000.00

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):  
County Court of Common Pleas, General Division  
1276 W. 3rd Street LL-01  
Cleveland, Ohio 44113  
Council District 7

#### D. Project Status and Planning

1. The project reoccurs annually.
2. The project's term has already begun effective September 1, 2011. The reason there was a delay in this request is obtaining signatures from the Courts.

#### E. Funding

1. The project is funded 100% by the General Fund.
2. The schedule of payments is by invoice.

#### **BC2011-88**

##### **Title: Cuyahoga Tapestry System of Care 2011**

#### A. Scope of Work Summary

1. Cuyahoga Tapestry System of Care is requesting approval of a contract with The Begun Center for Violence Prevention Research and Education, in the Mandel School of Applied Social Science, Case Western Reserve University for the anticipated cost not-to-exceed \$425,000.00. The anticipated start-completion dates are July 1, 2011 – June 30, 2012.
2. The primary goals of the project are to evaluation outcome data; specifically measuring impact in the following areas:
  - 1.) Improved family and youth functioning
  - 2.) Reduced recidivism in juvenile justice
  - 3.) Reduced recidivism in child welfare
  - 4.) Increased efficiency and effectiveness
  - 5.) Family and youth satisfaction
  - 6.) Effectiveness of diverting youth to alternative residential and community based services (ie. Youth and Family Community Partnership initiative)

CWRU will develop protocols, conduct baseline and ongoing interviews with youths and families, and collect and analyze data. CWRU will collaborate with relevant public systems and private providers and provide regular status updates and outcome reports.

#### B. Procurement

1. This contract was exempt from the bid process (approved at Executive Board of Control).

#### C. Contractor and Project Information

1. The address(es) of all vendors and/or contractors is (provide the full address in the following format):

The Begun Center for Violence Prevention Research and Education  
Mandel School of Applied Social Science  
Case Western Reserve University  
10900 Euclid Ave.  
Cleveland, Ohio 44106  
Council District 8
2. The primary contact for the contractor/vendor is Dr. Daniel Flannery

#### D. Project Status and Planning

1. The project has been an established partnership since Cuyahoga County was awarded federal SAMHSA funding in 2003.
2. The project's term has already begun. This item was submitted on time, however current delay is due to Tapestry's physical move to JEH and restricted access to County Procurement systems (BuySpeed, Novus, etc.).

#### E. Funding

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