

Automated Data Processing Board Meeting

Monday, January 11, 2010

9:00 am

Information Services Center
Sterling Building 3rd Floor Training Room
1255 Euclid Avenue, Cleveland, Ohio 44115

AGENDA

- A. CALL TO ORDER
- B. PLEDGE OF ALLEGIANCE
- C. ROLL CALL OF MEMBERS
- D. DISPOSE OF MINUTES
- E. READINGS OF ITEMS FOR CONSIDERATION BY THE ADP BOARD
- F. REPORTS & COMMUNICATIONS FROM THE DIRECTOR OF THE INFORMATION SERVICES CENTER
- G. PUBLIC COMMENT
- H. MISCELLANEOUS BUSINESS AND COMMENTS BY MEMBERS OF THE ADP BOARD
- I. EXECUTIVE SESSION
- J. CONSIDERATION OF EMPLOYEE MATTERS AS PRESENTED IN EXECUTIVE SESSION
- K. ADJOURNMENT

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- A. **CALL TO ORDER**; The chair will call the meeting to order.
- B. **PLEDGE OF ALLEGIANCE**
- C. **ROLL CALL OF MEMBERS**; report on absent members
- D. **DISPOSE OF MINUTES** from **December 16, 2009** meeting.
- E. **READINGS OF ITEMS FOR CONSIDERATION BY THE ADP BOARD**

1. **FIRST READING** OF THE AGENDA AND VOTE

a. **Hardware / Software Request**

10-DP-001 Information Services Center, requesting the authority to purchase hardware and software to support OnBase Content Management System for the Clerk of the Board and BOCC Human Resources. The amount will not exceed \$36,116.28.

b. **Contracts / Amendment Request**

10-DP-002 Information Services Center, requesting the authority to enter into a contract with Service Express, Inc. for maintenance on the HP Server. This is on State Term and is a Master Maintenance Agreement with the State of Ohio. The contract time period is from January 1, 2010 through December 31, 2012. The amount will not exceed \$213,714.00.

10-C0-001 Central Services/Parking Services, requesting the authority to renew a maintenance agreement for Huntington Park Garage/Justice Center/Administration Building/900 Prospect Garage/Courthouse Square Parking Lot, covering hardware and software. The contract time period is from April 15, 2010 through April 14, 2010. The amount will not exceed \$164,268.00.

c. **Bids / Travel / Training / Other Request**
No Submissions

2. **SECOND READING** OF THE AGENDA AND VOTE

a. **Hardware / Software Request**

09-CZ-003 Sanitary Engineer's Office, requesting the authority to enter into a Professional Service Agreement for consulting services with Patrick Zhu. He will provide professional and information systems services and has the necessary skills, experience and, abilities to provide such technical assistance. The contract time period is from January 15, 2010 through January 14, 2011. The amount will not exceed \$55,000.00.

Tabled by Architecture & Technology Committee
Pending Budget Committee

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b. Contracts / Amendment Request

09-DP-036 Information Services Center, requesting the authority to enter into a contract with Vital Resources, Inc. The contract is to provide consulting and expertise in support of Cuyahoga County payroll and accounting systems. The contract time period is from January 1, 2010 through January 31, 2011. The amount will not exceed \$111,100.00.

Approved by Architecture & Technology Committee
Pending Budget Committee

c. Bids / Travel / Training / Other Request

No Submissions

3. READING AND PASSAGE OF ITEMS UNDER SUSPENSION OF RULES

a. Hardware / Software Request

No Submissions

b. Contracts / Amendment Request

10-C0-002 Central Services, requesting the authority to enter into a contract amendment to extend the Cost-per-Copy contract with Lake Business. The contract time period if from March 1, 2010 through February 28, 2011. The amount will not exceed \$750,000.00.

c. Bids / Travel / Training / Other Request

No Submissions

4. CONSIDERATION OF ITEMS TABLED BY THE ADP BOARD

a. Hardware / Software Request

No Submissions

b. Contracts / Amendment Request

No Submission

c. Bids / Travel / Training / Other Request

F. REPORTS & COMMUNICATIONS FROM THE DIRECTOR OF THE INFORMATION SERVICES CENTER

1. Request approval of payments processed for the period **December 12, 2009** through **December 31, 2009** for a total amount **\$154,434.00**.

G. PUBLIC COMMENT

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H. MISCELLANEOUS BUSINESS AND COMMENTS BY MEMBERS OF THE ADP BOARD

I. EXECUTIVE SESSION

1. Personnel Matters submitted for the Board's Consideration.

J. CONSIDERATION OF EMPLOYEE MATTERS AS PRESENTED IN EXECUTIVE SESSION

K. ADJOURNMENT