

The meeting of the Contract Review Committee was called to order at 1:00 PM on May 23, 2024, by Robert Norris.

CRC Members In Attendance

Megan Greene, OCA
Chris Mullin, OMB
Robert Norris (Chair), PRO

Procurement Staff in Attendance

Angelina DeLuca	Maryamawit Wright	Virginia Tejada-Gurmendi
Avinash Shetty	Michael Rivas	Zahanara Hasan
Breanna Oland	Michael Shull	Zoe Polach
Breanna Stroman	Segyung Yaeger	
Jing Chen	Sheronda Baltimore	
Karen DeLuca		

Items Discussed - 3 Item(s)

Item #1: Department of Transportation

Action Type:	Amendment/Extension Beyond the Term/Sole Source/Non-Competitive		
Contractor:	Jewish Council for the Aging of Greater Washington , Inc.	Contract:	1114837
Contract Desc:	North Potomac To Rockville Metrorail Station (Route 301) Bus Service		
Execution:	7/1/20	Expiration:	6/30/24
Contract Val:	\$2,042,293.00	Cost of Action:	\$600,000.00

Denise James was in attendance on behalf of the Department of Transportation.

Background

In accordance with Section 4.1.12.3(a) (2) and 4.1.12.3. (d) of the Montgomery County Procurement Regulations.

Motion

Robert Norris moved to approve the extension beyond the term with Jewish Council for the Aging of Greater Washington , Inc., contract #1114837, for 1 year and to revise the contract term with additional renewal options as long as the contractor remains on the County Council resolution list for these services. This is at an estimated value of \$600,000.00 . This is in accordance with Procurement Regulation, 4.1.12.3(a) and (d). Chris Mullin seconded the motion. The motion was unanimously approved.

Item #2: Office of Human Resources

Action Type:	Waiver of Procurement Regulations		
Contractor:	Recruitment subscription services from various providers	Contract:	TBD
Contract Desc:	Contract Review Committee Recommendation to Waive Procurement Regulations for Recruitment Subscription Services per Procurement Regulations §1.1.2.		
Execution:	--	Expiration:	--
Contract Val:	\$750,000.00	Cost of Action:	\$750,000.00

Ivonne Gutierrez, Jennifer Shovlin, Lolita Weedon, and Renata Vasileva were in attendance on behalf of the Office of Human Resources.

Background

This will not be a procurement contract. OHR requests that the CRC recommend the CAO waiver of the Montgomery County Procurement Regulations, as permitted under Procurement Regulations §1.1.2, for OHR’s use of recruitment subscription services. OHR plans to explore the legislative process for the use of recruitment subscription services as an exemption from Procurement Law and Regulations.

Motion

Robert Norris moved to recommend to the CAO the request from the Office of Human Resources for the waiver of procurement Regulation 4.1.12.3 for the use of recruitment subscription services from various providers. Chris Mullin seconded the motion. The motion was unanimously approved.

Item #3: Department of Health & Human Svcs

Action Type:	Amendment/Extension Beyond the Term		
Contractor:	The National Center for Children and Families	Contract:	1059622
Contract Desc:	Northwood High School Wellness Center		
Execution:	8/1/16	Expiration:	6/30/24
Contract Val:	\$5,821,826.20	Cost of Action:	\$0.00

Leslie Rosa, Philip Royston, and Thanikan Fales were in attendance on behalf of the Department of Health & Human Svcs.

Background

The referenced Contractor provides youth development and social and mental health services to Northwood High School based Wellness Center. The third extension beyond the term of this contract was a result of a large number of solicitations needing completion at the same time and were delayed by the RFP process. HHS issued an RFP for these services on February 15, 2024 and received approval from Procurement to start contract negotiations with the awardee on May 9, 2024. HHS anticipates concluding the contract negotiations by the end of this month and have a new contract in place effective August 1, 2024. Northwood High School Wellness Center will be renovated by Montgomery County Public Schools in June and the existing Contractor NCCF will need to move out of the building by June 15th (contract expires June 30, 2024). The new site, Woodward, will be open August 1, 2024, so the new awardee from the RFP will start program services at the new location effective August 1, 2024. Therefore, HHS would like to request a one-month no cost extension beyond the term from July 1-July 31, 2024 to allow sufficient time for the completion of the solicitation process and a transition plan between the new awardee and NCCF.

Motion

Robert Norris moved to approve the extension beyond the term with The National Center for Children and Families, contract #1059622, for 1 month at no cost. This is in accordance with Procurement Regulation, 4.1.12.3(a)(2). Chris Mullin seconded the motion. The motion was unanimously approved.

The meeting was adjourned at 1:13 PM.