

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – April 18, 2017

Meeting called to order by Terry Allan, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 18, 2017.

Roll Call: The following members were present: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Public Comments – N/A.

APPROVAL OF CONSENT AGENDA: Items listed under the Consent Agenda are considered routine. Each item will be read individually into the record and the Consent Agenda will then be enacted as a whole by one motion and one roll call. There will be no separate discussion of these items. If discussion by CRC members is desired on any item on the Consent Agenda, that item will be removed from the Consent Agenda by a motion and majority affirmative vote and considered in its normal sequence under the Regular Order of Business.

Approval of the Minutes of Prior Meetings: Regular Meeting – April 4, 2017.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2017-57 Environmental Public Health Services submitting a Memorandum of Understanding (MOU) with the City of Cleveland for CCBH to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 3, 2017 through December 31, 2018. No exchange of funds.

CRC 2017-58 Administrative Services submitting Public Health Experience Agreements with the following universities to provide public health experience for students. No exchange of funds.

Case Western Reserve University Dept. of Nutrition – 1/1/2017 – 12/31/2018

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

Terrence M. Allan, R.S., M.P.H. Health Commissioner

Case Western Reserve University Dept. of Engineering – 1/19/2017 – 6/30/2017
University of New England – 5/1/2017 – 4/30/2018

It was moved by Claire Boettler, seconded by Rick Novickis, that the consent agenda, including the minutes of the April 4, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

CONTRACTS AND AWARDS:

Tabled Items

CRC 2017-41 HIP-Cuyahoga - Evaluation Services
RFQ# 12/16/2016

No action taken on CRC 2017-41 at this time.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2017-59 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for lead remediation services at 14608-14610 Ardenall, East Cleveland, Ohio 44112 (3 suite) (ref. enclosed).

C.B. Mullins Construction Company, Inc.	4/7/17 @ 11:33 a.m.	\$33,350.00
MCM Home Services	4/7/17 @ 3:14 p.m.	\$35,350.00

The bids listed above were provided to the program staff for completion of the evaluation process.

CRC 2017-60 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for lead remediation services at 1563-65 Eddington, East Cleveland, Ohio 44118 (3 suite) (ref. enclosed).

C.B. Mullins Construction Company, Inc.	4/7/17 @ 11:37 a.m.	\$34,650.00
MCM Home Services	4/7/17 @ 3:14 p.m.	\$32,225.00

The bids listed above were provided to the program staff for completion of the evaluation process.

Bid/Quote Openings < \$25,000.00

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FY16 UASI Bid Opening presented by: Chris Kippes

It was moved by Terry Allan, seconded by Wedad Alhamwi that the following quote (CRC 2017-61) for Functional Needs Coordinator services under the UASI program be accepted as the lowest and best, and a contract be awarded to K. Seidman Consulting, LLC in the amount of \$10,000.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Chris Kippes that the following quote (CRC 2017-62) for 20810 Kenyon Dr., NE., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$10,650.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

It was moved by Wedad Alhamwi, seconded by Claire Boettler that the following quote (CRC 2017-63) for 13613 Fifth Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Allenbey Construction Company, LLC in the amount of \$22,725.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2017-64) for 374 East 270th St., Euclid, Ohio 44132 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,725.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Expenditures: Contracts up to \$25,000.00

It was moved by Rick Novickis, seconded by Terry Allan that the contract (CRC 2017-65) with Kent State University under the ODH 2017 Injury Prevention grant from February 1, 2017 through December 31, 2017 in the amount of \$5,000.00 be approved.

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Presented by: Marlene Skovenski

Purpose: To facilitate strategic planning sessions of the Prescription Drug Abuse Action Group and its sub committees, as well as, produce final outputs from those planning sessions.

Funding Source: 100% reimbursable through the FY 2017 ODH Injury Prevention grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

It was moved by Chris Kippes, seconded by Wedad Alhamwi that the contract (CRC 2017-66) with Radio One under the Racial and Ethnic Approaches to Community Health (REACH) grant from May 1, 2017 through September 24, 2017 in the amount of \$20,000.00 be approved.

Presented by: Ann Stahlheber

Purpose: To provide radio PSAs, live broadcasts and digital ads to support the activities of the REACH grant.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

It was moved by Claire Boettler, seconded by Terry Allan that the contract (CRC 2016-67) with Alyssa Wagner, RN, MSN, CNP, DNP under the Reproductive Health and Wellness (RHW) grant from April 1, 2017 through June 30, 2018 in the amount of \$6,500.00 be approved.

Presented by: Andrew Heffron

Purpose: To serve as the Certified Nurse Practitioner for the Cuyahoga County Board of Health Family Planning Clinic.

Funding Source: 100% reimbursable through the FY2018 RHW grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

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It was moved by Rick Novickis, seconded by Chris Kippes that the contract (CRC 2017-68) with Creative Works, Inc. for replacement of the CCBH monument sign in the amount of \$3,200.00 plus permit fees as required by the City of Parma be approved.

Presented by: Rebecca Burke

Purpose: To replace the CCBH front entry monument sign that was damaged in inclement weather.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Revenue Generating Agreements up to \$25,000

It was moved by Claire Boettler, seconded by Chris Kippes that the contract (CRC 2017-69) with Parma Heights Christian Academy to provide school health services from August 1, 2017 through June 30, 2018 in the amount of \$2,688.00 be approved.

Presented by: Claire Boettler

Purpose: To provide school health services for students attending Parma Heights Christian Academy.

Contract Rescissions

It was moved by Rick Novickis, seconded by Claire Boettler that the contract (CRC 2016-91) with Trademark Industries, LLC for lead remediation at 20040 Raymond St., Maple Hts., OH 44137 from November 9, 2016 through January 8, 2017 in the amount of \$5,600.00 be rescinded.

Presented by: John Sobolewski

The quotes received for lead remediation at this property will be reviewed and a contract will be awarded to the next lowest and best bidder.

Other Business

Lead program Bid Review presented by: John Sobolweski

It was moved by Chris Kippes, seconded by Wedad Alhamwi that the following quote (CRC 2017-70) for 20040 Raymond St., Maple Hts., OH 44137 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of

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\$6,475.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Lead program Bid Review presented by: LaKiesha James

It was moved by Wedad Alhamwi, seconded by Chris Kippes that the following quote (CRC 2017-59) in response to RFP #2017-01 for lead remediation at 14608-14610 Ardenall, East Cleveland, Ohio 44112 (3 suite) be accepted as the lowest and best, a recommendation to award a contract be to C.B. Mullins Construction Company, Inc. in the amount of \$33,350.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

It was moved by Chris Kippes, seconded by Claire Boettler that the following quote (CRC 2017-60) in response to RFP #2017-02 for lead remediation at 1563-1565 Eddington, East Cleveland, Ohio 44118 (3 suite) be accepted as the lowest and best, and a recommendation to award a contract to MCM Home Services in the amount of \$32,225.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Public Comment – N/A.

Thereupon, it was moved by Rick Novickis, seconded by Wedad Alhamwi, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 2:20 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Wedad Alhamwi

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address:

Name: Joe Lewis
Address: 14608-14610 Ardenall
City, State, Zip: East Cleveland, Ohio 44112
RFP No: 2017-01
CRC No: 2017-59

The following quotes were opened on: April 18, 2017
Opened by: Shelley Sima
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
CB Mullins Construction Company	4/7/17 11:33 a.m.	\$33,350.00
MCM Home Services	4/7/17 3:14 p.m.	\$35,350.00

Estimate: \$29,455.00

Recommended award:

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address:

Name: James Hill
Address: 1563-65 Eddington
City, State, Zip: East Cleveland, Ohio 44112
RFP No: 2017-02
CRC No: 2017-60

The following quotes were opened on: April 18, 2017
Opened by: Shelley Sima
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
CB Mullins Construction Company	4/7/17 11:37 a.m.	\$34,650.00
MCM Home Services	4/7/17 3:14 p.m.	\$32,225.00

Estimate: \$33,700.00

Recommended award:

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: FY16 Urban Area Security Initiative (UASI)
Title: Functional Needs Coordinator
RFQ No: 2017-02
CRC No: 2017-61

The following quotes were received and opened on:

NAME OF CONTRACTOR	RECEIVED	QUOTE
K. Seidman Consulting, LLC	2-15-17 10:00am	\$25/hr

Recommended award: K Seidman Consulting, LLC contract not to exceed \$10,000.00

Brief Justification:

Karen Seidman was the only application received for the RFQ. Ms. Seidman has a successful history of performing in this capacity for CCBH over the past several years. We had three other individuals notify us that they were not able to respond at this time. These individuals were: Vince Gildone, Sharon Nicastro, and the Center for Health Affairs.

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Project Address

Name Sabrina Willis
Address: 20810 Kenyon Dr. NE
City, State, Zip: Maple Heights, Ohio 44137
CRC No: CRC 2017-62

The following quotes were received and opened on:

NAME OF CONTRACTOR	QUOTE
Green Home Solutions	\$13,925.00
American Builders & Applicators	\$10,650.00
CB Mullins	\$12,800.00
MCM Homeservices	\$11,900.00
Allenbey	\$13,615.00
ESTIMATE:	\$ 15,075.00

Recommended award: American Builders and Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Project Address

Name Karen Turpin-Johnson
Address: 13613 Fifth Avenue
City, State, Zip: East Cleveland, Ohio 44112
CRC No: CRC 2017-63

The following quotes were received and opened on:

NAME OF CONTRACTOR	QUOTE
Green Home Solutions	\$29,690.00
American Builders & Applicators	\$24,550.00
CB Mullins	\$27,375.00
MCM Homeservices	\$33,665.00
Allenbey	\$22,725.00
ESTIMATE:	\$ 21,725.00

Recommended award: Allenbey Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Project Address

Name Renata Johnson
Address: 374 East 270th St.
City, State, Zip: Euclid, Ohio 44132
CRC No: CRC 2017-64

The following quotes were received and opened on:

NAME OF CONTRACTOR	QUOTE
Green Home Solutions	\$9,725.00
BDL General Contracting	\$6,725.00
American Builders & Applicators	\$6,975.00
CB Mullins	\$7,675.00
MCM Homeservices	\$8,375.00
Allenbey	\$8,825.00
ESTIMATE:	\$ 8,230.00

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Kareemah Rose
Address: 20040 Raymond St.
City, State, Zip: Maple Hts., OH 44137
CRC No: CRC 2017-70

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction Co	\$12,600
CB Mullins	\$8,400
Green Home Solutions	\$6,475
Trademark Industries	\$5,600

ESTIMATE: \$ 8,575.00

Recommended award: Green Home Solutions

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address:

Name: Joe Lewis
Address: 14608-14610 Ardenall
City, State, Zip: East Cleveland, Ohio 44112
RFP No: 2017-01
CRC No: 2017-59

The following quotes were opened on: April 18, 2017
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MCM Home Services	4/7/17 3:14 p.m.	\$35,350.00

Estimate: \$29,455.00

Recommended award: CB Mullins

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address:

Name: James Hill
Address: 1563-65 Eddington
City,State, Zip: East Cleveland, Ohio 44112
RFP No: 2017-02
CRC No: 2017-60

The following quotes were opened on: April 18, 2017
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MCM Home Services	4/7/17 3:14 p.m.	\$32,225.00
Estimate:		\$33,700.00

Recommended award: MCM Home Services

Brief Justification: