

# CUYAHOGA COUNTY

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# BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

### *MINUTES – November 6, 2017*

Meeting called to order by Claire Boettler, Chair of the CRC at 9:03 a.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 6, 2017.

Roll Call: The following members were present: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

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 – October 17, 2017.

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

CRC 2017-214 Environmental Public Health Services submitting a Memorandum of Understanding (MOU) with the Village of North Randall to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 3, 2017 through December 21, 2018. No exchange of funds.

CRC 2017-215 Epidemiology, Surveillance and Informatics Services submitting an amendment to the agreement with University of Pittsburgh of the Commonwealth System of Higher Education (CRC 2016-45) to allow authorized users access to over the counter sales data for surveillance purposes from July 1, 2008 through June 30, 2018. No exchange of funds.

CRC 2017-216 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with Cleveland Furniture Bank to authorize linking CCBH clients

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to services provided by the Cleveland Furniture Bank effective November 1, 2017. No exchange of funds.

CRC 2017-217 Administration Services submitting an addendum to the contract with HealthSource Chiropractic to change the organization's name to Broadview Chiropractic and Health Center and extend the end of the contract period from December 31, 2017 to December 31, 2019 to provide wellness services for CCBH employees. No exchange of funds.

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the October 17, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

#### **CONTRACTS AND AWARDS:**

Tabled Items

##### *Household Sewage Program*

CRC 2017-175  
7242 W 130<sup>th</sup> St.  
Middleburg Heights, Ohio 44130

*No Action at this time.*

##### *Lead Program*

CRC 2017-205  
13613 Cedar Rd. Up & Down  
University Heights, Ohio 44118

Lead program Bid Opening presented by: La'Keisha James

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2017-205) for 13613 Cedar Rd. Up & Down, University Heights, Ohio 44118 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$14,455.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

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## New Items For Review

Bid/Quote Openings ≥ \$25,000.00

None

Bid/Quote Openings &lt; \$25,000.00

Lead program Bid Opening presented by: La'Keisha James

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2017-218) for 13812 Oakview Blvd., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$5,620.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Household Sewage program Bid Opening presented by: Domenica McClintock

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2017-219) for 7179 Fitch Rd., Olmsted Twp., Ohio 44138 be accepted as the lowest and best, and a contract be awarded to Suburban Septic Service, Inc. in the amount of \$14,625.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Judy Wirsching, seconded by Chris Kippes that the contract (CRC 2017-220) with South Euclid-Lyndhurst City Schools from October 1, 2017 through August 31, 2018 under the ODOT Safe Routes to School (SRTS) South Euclid-Lyndhurst grant in the amount of \$9,936.00 be approved.

Presented by: Domenica McClintock

Purpose: To provide police bike patrol services in South Euclid-Lyndhurst during the 2017-2018 school year.

Funding Source: 100 % reimbursable through the FY2018 SRTS South Euclid-Lyndhurst grant.

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The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching that the amendment (CRC 2017-221) to the contract (CRC 2017-77) Accurate Analytical Testing LLC under the Lead Hazard Control grant to increase the amount to be paid to Accurate Analytical Testing LLC from \$10,925.00 to \$15,925.00 be approved:

Presented by: La'Keisha James

Purpose: To complete additional work related to Lead Laboratory/Analysis services.

Funding Source: 100% reimbursable through the Lead Hazard Control Program.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Claire Boettler that the addendum (CRC 2017-222) to the contract (CRC 2016-85) with Gateway Products Recycling to increase the amount to be paid to Gateway Products Recycling, LLC from \$240.00 to \$480.00 be approved.

Presented by: Amy Wanchisn

Purpose: To complete additional pickups to shred confidential documents in accordance with the CCBH record retention policy.

Funding Source: Varies based upon service area and program usage.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Rick Novickis that the planned equipment maintenance agreement (CRC 2017-223) with Cummins, Inc. for generator preventative maintenance services from November 6, 2017 through November 5, 2020 in the amount of \$3,476.61 be approved.

Presented by: Rebecca Burke

Purpose: To provide generator preventative maintenance services including annual load-bank testing to CCBH for a three-year term.

Funding Source: 100% funded through CCBH General Revenue.

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The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

It was moved by Judy Wirsching, seconded by Claire Boettler that item CRC 2017-224, Memorandum of Understanding (MOU) with OhioGuidestone to provide training to community partners throughout Northeast Ohio effective November 1, 2017 at a rate of \$30.00/hour per completed training be tabled due the MOU still being under legal review.

Presented by: Rebecca Burke on behalf of Debbie Horvath

Purpose: To provide Bridges Out of Poverty training to community partners throughout Northeast Ohio.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 9:21 a.m.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Committee Chair

Clerk

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**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Goins & Taylor  
**Address:** 13613 Cedar Rd., Up & Dn.  
**City, State, Zip:** University Hts., OH 44118  
**CRC No:** CRC 2017-205

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
American Builders & Applicators	\$16,300	\$14,400	\$1,900	\$1,000
BDL General Contracting	\$14,455	\$12,480	\$1,975	\$1,000
CB Mullins	\$18,050	\$16,800	\$1,250	\$1,000
MCM Homeservices	\$21,240	\$19,045	\$2,195	\$1,000

**ESTIMATE**            \$19,170.00

**Recommended award: BDL General Contracting**

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Charnella Boykins  
**Address:** 13812 Oakview  
**City, State, Zip:** Garfield Hts., OH 44125  
**CRC No:** CRC 2017-218

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
American Builders & Applicators	\$8,450	\$4,450	\$4,000	\$0
BDL General Contracting	\$5,620	\$3,050	\$2,570	\$0
CB Mullins	\$10,625	\$7,225	\$3,400	\$0
MCM HomeServices	\$13,350	\$9,900	\$3,450	\$1,900

**ESTIMATE:** \$9,700.00

**Recommended award: BDL General Contracting**

