

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – December 5, 2017*

Meeting called to order by Terry Allan, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 5, 2017.

Roll Call: The following members were present: Terry Allan, Martha Halko, 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 – November 21, 2017.

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

CRC 2017-236 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-125) with MCM Home Services under the Lead Hazard Control grant to extend the end of the contract period from October 24, 2017 to December 31, 2017. Amount to be paid to MCM Home Services is to remain the same.

CRC 2017-237 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-115) with American Builders & Applicators under the Lead Hazard Control grant to extend the end of the contract period from November 13, 2017 to December 16, 2017. Amount to be paid to American Builders & Applicators is to remain the same.

5550 Venture Drive ♦ Parma, Ohio 44130

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

CRC 2017-238 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-156) with Paragon CMS under the Lead Hazard Control grant to extend the end of the contract period from October 29, 2017 to December 31, 2017. Amount to be paid to Paragon CMS is to remain the same.

CRC 2017-239 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-116) with Paragon CMS under the Lead Hazard Control grant to extend the end of the contract period from November 4, 2017 to December 31, 2017. Amount to be paid to Paragon CMS to remain the same.

CRC 2017-240 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-158) with Paragon CMS under the Lead Hazard Control grant to extend the end of the contract period from November 29, 2017 to December 31, 2017. Amount to be paid to Paragon CMS to remain the same.

CRC 2017-241 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-79) with BDL General Contracting under the Lead Hazard Control grant to extend the end of the contract period from December 16, 2017 to January 30, 2018. Amount to be paid to BDL General Contracting is to remain the same.

It was moved by Rick Novickis, seconded by Chris Kippes, that the consent agenda, including the minutes of the November 21, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, 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

Household Sewage program Bid Opening presented by: Nate McConoughey

It was moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2017-175) for 7242 W 130th St., Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$10,550.00 (ref. enclosed).

The Secretary called the roll:

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Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

CRC 2017-224 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with OhioGuidestone to provide training to community partners throughout Northeast Ohio effective November 1, 2017. Amount to be received is at a rate of \$30.00/hour per completed training.

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

It was moved by Terry Allan, seconded by Judy Wirsching that the Memorandum of Understanding (MOU) (CRC 2017-224) 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 approved.

Presented by: Debbie Horvath

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

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

New Items For Review

Bid/Quote Openings  $\geq$  \$25,000.00

None

Bid/Quote Openings  $<$  \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2017-242) for 5145 Anthony St., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,250.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

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It was moved by Rick Novickis, seconded by Chris Kippes that the following quote (CRC 2017-243) for 3626 Pennington Rd., Shaker Heights, Ohio 44120 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,250.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

Household Sewage program Bid Opening presented by: Nate McConoughey

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2017-244) for 3919 Ellendale Rd., Moreland Hills, Ohio 44022 be accepted as the lowest and best, and a contract be awarded to Right Choice Septic in the amount of \$10,325.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2017-245) for 3947 Ellendale Rd., Moreland Hills, Ohio 44022 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$10,925.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2017-246) for 7114 W 130th St., Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to A&P Septic in the amount of \$14,320.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Judy Wirsching that the following quote (CRC 2017-247) for 7560 Webster Rd., Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$13,975.00 (ref. enclosed).

The Secretary called the roll:

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Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Martha Halko, seconded by Chris Kippes that the addendum (CRC 2017-248) to the contract (2017-37) with The MetroHealth System to increase the amount to be paid to The MetroHealth System from \$17,532.66 to \$22,532.66 be approved.

Presented by: Vince Caraffi

Purpose: To provide ongoing activities to promote Project Dawn and increase points of dissemination of Narcan kits.

Funding Source: 100% reimbursable through FY2018 Injury Prevention grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Terry Allan that the amendment (CRC 2017-249) to the contract (CRC 2017-204) with C.B. Mullins Construction Company, Inc. under the Lead Hazard Control grant to extend the end of the contract period from January 2, 2018 to February 16, 2018 and increase the amount to be paid to C.B. Mullins Construction Company, Inc. from \$15,300.00 to \$18,000.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work related to windows as identified by the Shaker Heights Architectural Review Board.

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

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Judy Wirsching that the contract (CRC 2017-250) with Pomerene Hospital under the Breast and Cervical Cancer Project (BCCP) grant from September 30, 2017 through June 29, 2018 in the amount of \$2,340.00 be approved.

Presented by: Sheri Verhotz

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Purpose: To assist with transportation for Amish/Mennonite BCCP clients to obtain annual breast and cervical cancer screenings.

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

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Martha Halko, seconded by Judy Wirsching the contract (CRC 2017-251) with United Way of Greater Cleveland under the Racial and Ethnic Approaches to Community Health (REACH) grant from September 30, 2017 through September 29, 2018 in the amount of \$15,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To coordinate and implement HEAL and CDM current local activities to be added to the 211 system database as a local resource for area residents.

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

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis the purchase agreement (CRC 2017-252) with Meritech for fax server services from December 5, 2017 through December 4, 2020 in the amount of \$16,835.00 be approved. Any monthly page overages will be paid at a rate of \$0.07 per page.

Presented by: Rebecca Burke & Chris Kippes

Purpose: To provide cloud-based fax server services to CCBH at the rate of \$475.00/month. Total amount of the agreement includes a one-time set-up charge of \$210.00 and provides for the first month of services to be free of charge to the agency.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

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## Contract Rescissions

None

## Other Business

CRC 2017-151  
1473 Cohasset Ave.  
Lakewood, OH 44107

Environmental Public Health requested that the Committee re-open the quotes received for lead remediation services at 1473 Cohasset Ave., Lakewood, OH 44107. The Committee authorized a contract recommendation with Paragon CMS for remediation services at the August 1, 2017 CRC meeting. After that meeting, Paragon CMS rescinded their quote for the property due to an error on their part related to the scope of services for the property. Environmental Public Health requested that the Committee authorize a contract recommendation with the next lowest quote received for the project on August 15, 2017. This authorization was made for a contract with American Builders & Applicators in the amount of \$29,150.00. Since that meeting, American Builders & Applicators also rescinded their quote for the property due to the delay in receiving home owner match funds to begin the project. Environmental Public Health requested that the Committee re-open the quotes received for these services and authorize a recommendation for contract approval to the third lowest bidder for the property.

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2017-151) for 1473 Cohasset Ave., Lakewood, OH 44107 be accepted as the lowest and best, and a recommendation that a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$29,445.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching to re-open the quotes (CRC 2017-242) received for lead remediation services at 5145 Anthony St., Maple Heights, Ohio 44137 for further review by the Committee.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

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The Committee discussed that the approval should be for the not to exceed amount that includes the additional, optional scope of work that the homeowner may choose to have completed at the property. Therefore, the approval for CRC 2017-242 was revised as follows:

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2017-242) for 5145 Anthony St., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount not to exceed \$9,750.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:25 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Chris Kippes, Rick Novickis and Judy Wirsching



\_\_\_\_\_  
Committee Chair



\_\_\_\_\_  
Clerk



# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Setser Residence  
**Address:** 7242 W130th St  
**City, State, Zip:** Middleburg Hts, Ohio 44130  
**PPN#** 374-01-014  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
A&P Septic	\$10,625.00	\$200.00	\$5,512.50	\$5,112.50	\$10,625.00
KMU Trucking & Excavating, LLC	\$20,075.00	\$200.00	\$10,237.50	\$9,837.50	\$20,075.00
Suburban Septic Service, LLC	\$11,475.00	\$200.00	\$5,937.50	\$5,537.50	\$11,475.00
Dynamerican	\$10,550.00	\$200.00	\$5,475.00	\$5,075.00	\$10,550.00

**Bids Reviewed by:** Domenica McClintock, Marlene Skovenski  
**Selected Contractor Bid:** Dynamerican

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Vivian Pursley  
**Address:** 5145 Anthony St.  
**City, State, Zip:** Maple Hts., OH 44137  
**CRC No:** CRC 2017-242

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	\$9,800	\$4,000	\$5,800	\$0
BDL	\$6,250	\$3,550	\$2,700	\$0
CB Mullins	\$7,750	\$4,850	\$2,900	\$0
MCM Homeservices	\$11,375	\$6,625	\$4,750	\$0

**ESTIMATE: \$5,587.50**

**Recommended award: BDL General Contracting**

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** April Priestly  
**Address:** 3626 Pennington Rd.  
**City, State, Zip:** Shaker Hts., OH 44120  
**CRC No:** CRC 2017-243

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>	<b>OWNER UPGRADE</b>	<b>TOTAL w/ UPGRADE</b>
American Builders & Applicators	\$9,400	\$7,200	\$2,200	\$0	\$3,500	\$12,900
BDL General Contracting	\$6,250	\$4,550	\$1,700	\$0	\$3,500	\$9,750
<b>ESTIMATE:</b>	\$7,192.50				\$3,600.00	\$10,792.50

**Recommended award: BDL General Contracting**

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Yakunin Residence  
**Address:** 3919 Ellendale  
**City, State, Zip:** Moreland Hills, Ohio 44022  
**PPN#** 912-22-069  
**# of Bedrooms** 4

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Suburban's Septic Service, LLC	\$12,925.00	\$200.00	\$11,186.25	\$1,738.75	\$12,925.00
DeGreen Construction Services, Inc	\$13,325.00	\$200.00	\$11,526.25	\$1,798.75	\$13,325.00
Right Choice Septic	\$10,325.00	\$200.00	\$8,976.25	\$1,348.75	\$10,325.00
Horizon Excavating	\$14,865.00	\$200.00	\$12,835.25	\$2,029.75	\$14,865.00
Shiloh Tool LLC	\$15,790.00	\$200.00	\$13,621.50	\$2,168.50	\$15,790.00
Dynamerican	\$11,125.00	\$200.00	\$9,656.25	\$1,468.75	\$11,125.00

**Bids Reviewed by:** Marlene Skovenski and Domenica McClintock  
**Selected Contractor Bid:** Right Choice Septic

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Larry Smith  
**Address:** 3947 Ellendale (3939 on Auditor Site)  
**City,State, Zip:** Moreland Hills, Ohio 44022  
**PPN#** 912-22-066  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 100%	Owner Match 0%	Project Cost
DeGreen Construction	\$16,170.00	\$200.00	\$16,170.00	\$0.00	\$16,170.00
Hoizon Excavating	\$16,225.00	\$200.00	\$16,225.00	\$0.00	\$16,225.00
Shiloh Tool LLC	\$17,195.00	\$200.00	\$17,195.00	\$0.00	\$17,195.00
Dynamerican	\$10,925.00	\$200.00	\$10,925.00	\$0.00	\$10,925.00

**Bids Reviewed by:** Domenica McClintock, Marlene Skovenski  
**Selected Contractor Bid:** Dynamerican

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Gracon Residence  
**Address:** 7114 W130th St  
**City, State, Zip:** Middleburg Hts, Ohio 44130  
**PPN#** 374-01-044  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 100%	Owner Match 0%	Project Cost
A&P Septic	\$14,320.00	\$200.00	\$14,320.00	\$0.00	\$14,320.00
KMU Trucking & Excavating, LLC	\$22,025.00	\$200.00	\$22,025.00	\$0.00	\$22,025.00

**Bids Reviewed by:** Domenica McClintock, Marlene Skovenski  
**Selected Contractor Bid:** A&P Septic

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Johnson Residence  
**Address:** 7560 Webster Road  
**City, State, Zip:** Middleburg Hts, Ohio 44130  
**PPN#** 374-12-061  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
Suburban Septic Service Inc	\$16,675.00	\$200.00	\$8,537.50	\$8,137.50	\$16,675.00
KMU Trucking and Excavating	\$20,075.00	\$200.00	\$10,237.50	\$9,837.50	\$20,075.00
Dynamerican	\$13,975.00	\$200.00	\$7,187.50	\$6,787.50	\$13,975.00

**Bids Reviewed by:** Domenica McClintock, Marlene Skovenski  
**Selected Contractor Bid:** Dynamerican

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Nahida M. Farunia  
**Address:** 1473 Cohasset Ave.  
**City, State, Zip:** Lakewood, OH 44107  
**CRC No:** CRC 2017-151

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>
American Builders & Applicators	\$29,150.00
CB Mullins	\$29,445.00
MCM	\$34,175.00
Paragon	\$22,820.00

**ESTIMATE:** \$23,161.80

**Recommended award:** ~~American Builders & Applicators~~ Mullins Construction

\*Paragon CMS asked to have their quotes removed for consideration - see email