

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE

MINUTES – April 1, 2025

Meeting called to order by Jana Rush, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 1, 2025.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, John Sobolewski, Jana Rush 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 – March 18, 2025.
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-062 Administration Services submitting a Rental Contract with the Middleburg Heights Community Center to host an all staff meeting at the facility on May 15, 2025. No Exchange of Funds.

CRC 2025-064 Epidemiology, Surveillance & Informatics submitting the following Data Usage Agreements to share STI/HIV testing data for the purpose of the REDMAP project. No Exchange of Funds.

Case Western Reserve University
University Hospitals of Cleveland

It was moved by Brandy Eaton, seconded by Judy Wirsching, that the consent agenda, including the minutes of the March 18, 2025 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, John Sobolewski, Jana Rush and Judy Wirsching

CONTRACTS AND AWARDS:

Martha Halko joined the meeting at 1:34 pm.

Tabled Items:

New Items For Review

Bid/Quote Openings \geq \$40,000.00

It was moved by Judy Wirsching, seconded by Joe McRae, that the following contract (CRC 2025-065) for 1362-1364 East 133rd St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to Lead Guru in the amount of \$46,500.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

John Mills joined the meeting at 1:35 pm.

Bid/Quote Openings $<$ \$40,000.00

It was moved by Martha Halko, seconded by Judy Wirsching, that the following contract (CRC 2025-066) for 1265 East 134th St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to Lead Guru in the amount of \$10,550.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the following contract (CRC 2025-067) for 11104 Wallingford Ave., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to Lead Guru in the amount of \$13,175.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Martha Halko, seconded by Judy Wirsching, that the contract (CRC 2025-068) with American National Red Cross under the MRC STTRONG grant from March 10, 2025 through March 9, 2028. Amount to be paid to American National Red Cross is not to exceed \$5,021.20 to be approved.

Presented by: Jana Rush

Purpose: To host a Train the Trainer session for the Medical Reserve Corp program members.

Funding Source: 100% reimbursable through MRC STTRONG grant and CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Brandy Eaton, that the addendum to the contract (CRC 2025-069) with Paragon CMS (CRC 2024-074, RES.2024-077 and CRC 2024-178) 12135 Carlyon Rd., East Cleveland, Ohio 44112 to increase the amount to be paid to Paragon CMS from \$45,210.00 to \$47,210.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Martha Halko, that the contract (CRC 2025-070) with Phillip Bartosh, to serve as the Cuyahoga County Apiary Inspector from March 1, 2025 through February 28, 2027. Amount to be paid to Phillip Bartosh is not to exceed \$8,000.00 to be approved.

Presented by: John Sobolewski

Purpose: Purpose: Conduct Apiary inspections in Cuyahoga County for the 2025-2027 seasons.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Joe McRae, that the contract (CRC 2025-071) with CanalWay Center from September 18, 2025 through September 18, 2025. Amount to be paid to CanalWay Center is not to exceed \$467.50 to be approved.

Presented by: Martha Halko

Purpose: Purpose: To host the Population Health Department All Staff Meeting third quarter 2025.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Judy Wirsching, that the following contracts (CRC 2025-072) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to be approved.

	<u>Amount to be paid not to exceed</u>
The Centers	\$28,900.00
Near West Side Multi Service Corp.	\$ 5,100.00
Neighborhood Health Care	\$33,500.00

Presented by: Anastassia Idov

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through 2025/2026 Ryan White grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Brandy Eaton, that the contract (CRC 2025-073) with Upward Spiral Coaching & Consulting, LLC. under the 2025/2026 Ryan White grant

from March 1, 2025 through February 28, 2026. Amount to be paid to Upward Spiral Coaching & Consulting, LLC. is not to exceed \$21,060.00 to be approved.

Presented by: Anastassia Idov

Purpose: Purpose: To provide facilitation and management of the Ryan White Planning Council.

Funding Source: 100% reimbursable through the 2025/2026 Ryan White grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Joe McRae, that the addendum to the contract (CRC 2025-063) with Azalea Health (RES. 2024-065 & CRC 2024-085) to reduce the contract amount from \$125,441.00 to \$109,481.00 to be approved.

Presented by: Gladys Harris

Purpose: Purpose: To remove the Customer Interoperability package, remove Heidi Harris, CNP and change Kelly Stake, MSN, APRN, CNP to a mid-level license.

Funding: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:53 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching


Committee Chair


Clerk

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Bernice Robinson
Address: 1362-64 E.133rd St.
City,State, Zip: East Cleveland, OH 44112
CRC No: 2025-065

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$61,150	\$61,150	\$0
Green Home Solutions	\$57,700	\$57,700	\$0
Lead Guru	\$46,005	\$46,005	\$0
Paragon	\$46,910	\$46,910	\$0
ESTIMATE:	\$46,150.00		

Recommended award: Lead Guru

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QUOTE RESULTS

Project Address

Name: Rosetta Terry

Address: 1265 E.134th St.

City,State, Zip: East Cleveland, OH 44112

CRC No:

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$15,750	\$15,250	\$500
Green Home Solutions	\$16,250	\$15,750	\$500
Lead Guru	\$10,550	\$10,050	\$500
Paragon	\$16,660	\$16,160	\$500
ESTIMATE:		\$16,900.00	

Recommended award:

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QUOTE RESULTS

Project Address

Name: Loretta Parks
Address: 11104 Wallingford Ave.
City, State, Zip: Garfield Hts., OH 44125
CRC No: 2025-067

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders	\$13,950	\$13,950	\$0
Green Home Solutions	\$15,500	\$15,500	\$0
Lead Guru	\$13,175	\$13,175	\$0
Paragon	\$14,050	\$14,050	\$0
ESTIMATE:	\$12,115.00		

Recommended award: Lead Guru