

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – November 21, 2017

Meeting called to order by Terry Allan, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 21, 2017.

Roll Call: The following members were present: Terry Allan, 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 – November 6, 2017.

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

CRC 2017-225 Prevention and Wellness Services submitting an addendum to the contract (2017-27) with the City of Cleveland Department of Public Health (CDPH) under the ODH Immunization Action Plan (IAP) grant to change the deliverable reimbursement requirements. Amount to be paid to CDPH is to remain the same.

It was moved by Claire Boettler, seconded by Chris Kippes, that the consent agenda, including the minutes of the November 6, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

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

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

CONTRACTS AND AWARDS:

Tabled Items

Household Sewage Program

CRC 2017-175
7242 W 130th St.
Middleburg Heights, Ohio 44130

No Action at this time.

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.

No Action at this time.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2017-226) for 1526-28 Mars Ave. (Up & Down), Lakewood, Ohio 44107 be accepted as the lowest and best, and a recommendation that a contract be awarded to American Builders & Applicators in the amount of \$31,550.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Judy Wirsching that the following quote (CRC 2017-227) for 3108 Van Aken Blvd., Shaker Hts., Ohio 44120 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 \$29,800.00 be submitted to the Board for approval (ref. enclosed).

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The Secretary called the roll:

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

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2017-228) for 1340 Bonnieview Ave. (Up & Down), Lakewood, Ohio 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 \$31,300.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

Bid/Quote Openings < \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Claire Boettler, seconded by Rick Novickis that the following quote (CRC 2017-229) for 2094 Lakeland Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$19,995.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2017-230) for 691 E. 240th St., Euclid, Ohio 44123 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$8,285.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2017-231) for 1950 Wyandotte, Euclid, Ohio 44117 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,100.00 (ref. enclosed).

The Secretary called the roll:

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

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Expenditures: Contracts up to \$25,000.00

It was moved by Chris Kippes, seconded by Rick Novickis that the contract (CRC 2017-232) with Maple Heights City School District from October 1, 2017 through August 31, 2018 under the ODOT Safe Routes to School (SRTS) Maple Heights grant in the amount of \$5,500.00 be approved.

Presented by: Megan Conklin

Purpose: To support the Safe Routes to School grant programming during the 2017-2018 school year.

Funding Source: 100 % reimbursable through the FY2018 SRTS Maple Heights grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Claire Boettler that the addendums (CRC 2017-233) to the following contracts under the Teen Wellness Initiative grant be approved:

	<u>From</u>	<u>To</u>
LGBT Community Center of Cleveland	\$52,257.00	\$42,854.85
Pregnant With Possibilities Resource Center	\$11,250.00	\$ 6,325.00

Presented by: Brandy Eaton

Purpose: Reallocation of grant funds due to inability to meet projected quantity of education sessions.

Funding Source: 100% reimbursable through the FY2018 TWI grant

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Rick Novickis that the addendum (CRC 2017-234) to the contract with ZED Digital (Resolution 2015-196 & CRC 2016-42) to extend the contract period from November 30, 2017 to December 31, 2018 and increase the amount to be paid to ZED Digital from \$116,969.00 to \$135,469.00 be approved.

Presented by: Chris Kippes

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Purpose: To provide ongoing website and hosting support and graphics design services.

Funding Source: 100% reimbursable through CCBH General Revenue.

The Secretary called the roll:

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

It was moved by Terry Allan, seconded by Rick Novickis the contract (CRC 2017-235) with Wells Fargo Insurance Services USA, Inc. from January 1, 2018 through December 31, 2018 in the amount of \$22,000.00 be approved.

Presented by: Rebecca Burke on behalf of Najeebah Shine

Purpose: To provide health insurance consultant services.

Funding Source: 100% funded through CCBH General Revenue

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:59 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: DeWerth
Address: 1526 & 1528 Mars Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-226

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$31,550	\$31,550	\$0	\$21,550
BDL	\$32,650	\$32,650	\$0	\$22,650
CB Mullins	\$35,300	\$35,300	\$0	\$25,300
MCM	\$37,000	\$37,000	\$0	\$27,000
Paragon	\$32,374	\$32,374	\$0	\$22,374
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ESTIMATE:	\$33,900.00			

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Carolyn & Alfred Neal
Address: 3108 Van Aken Blvd.
City, State, Zip: Shaker Hts., OH 44120
CRC No: CRC 2017-227

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$32,625	\$25,175	\$7,450	\$15,175
CB Mullins	\$29,800	\$23,150	\$6,650	\$13,150
MCM	\$33,050	\$26,625	\$6,425	\$16,625
Paragon	\$34,130	\$23,505	\$10,625	\$13,505

ESTIMATE: \$28,920.00

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: John Saade
Address: 1340 Bonnieview Up & Down, Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-228

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH	City of Lkwd Rehab
BDL	\$37,575	\$22,500	\$3,275	\$2,500	\$11,800
CB Mullins	\$31,300	\$22,000	\$1,600	\$2,000	\$7,700
MCM	\$35,715	\$26,415	\$2,800	\$6,415	\$6,300
Paragon	\$37,645	\$23,465	\$2,580	\$3,465	\$11,700

ESTIMATE: \$33,602.50

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Elizabeth Wahome
Address: 2094 Lakeland Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-229

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$23,025	\$21,350	\$1,675	\$11,350
BDL General Contracting	\$21,650	\$20,050	\$1,600	\$10,050
CB Mullins	\$19,995	\$18,575	\$1,400	\$8,575
Paragon	\$22,028	\$20,423	\$1,605	\$10,423

ESTIMATE: \$22,592.50

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Fannie McNeil
Address: 691 E.240th St.
City,State, Zip: Euclid, OH 44123
CRC No: CRC 2017-230

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$9,275	\$6,900	\$2,375	\$500
BDL	\$8,285	\$5,750	\$2,535	\$500
CB Mullins	\$9,950	\$7,000	\$2,950	\$500
MCM	\$11,550	\$8,550	\$3,000	\$500
Paragon	\$8,990	\$6,590	\$2,400	\$500
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ESTIMATE:	\$9,915.00			

Recommended award: BDL General Contracting

