

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – September 17, 2019

Meeting called to order by Chris Kippes, Chair of the CRC at 1:36 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 17, 2019.

Roll Call: The following members were present: Romona Brazile, Chris Kippes, Wallace Chambers 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 – September 3, 2019.

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

CRC 2019-165 Prevention and Wellness Services submitting Memorandum of Understanding (MOU) with Cleveland Department of Public Health under the HRSA Ryan White Part A Program grant effective September 17, 2019 to facilitate the Data to Care (D2C) Initiative in the Greater Cleveland Ryan White Part A transitional Grant Area (TGA) and HIV Prevention Region 3. No exchange of funds.

It was moved by Judy Wirsching, seconded by Romona Brazile, that the consent agenda, including the minutes of the September 3, 2019 CRC meetings be approved.

The Secretary called the roll:

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

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Wallace Chambers, seconded by Chris Kippes that the following quote (CRC 2019-166) for 4179 Eastwood Ln., Warrensville Heights, Ohio 44122 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Co. in the amount of \$11,375.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Judy Wirsching, seconded by Romona Brazile that the following quote (CRC 2019-167) for 1169 Melbourne Rd., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$14,850.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Chris Kippes, seconded by Wallace Chambers that the following quote (CRC 2019-168) for 20110 Gardenview Dr., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$18,150.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

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It was moved by Wallace Chambers, seconded by Judy Wirsching that the following quote (CRC 2019-169) for 12927 Littleton Rd., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Co. in the amount of \$11,320.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Romona Brazile, seconded by Wallace Chambers that the following quote (CRC 2019-170) for 2022 Dowd Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to MCM Home Services in the amount of \$9,610.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Chris Kippes, seconded by Judy Wirsching that the following quote (CRC 2019-171) for 13600 Third St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$20,550.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Romona Brazile, seconded by Wallace Chambers that the addendum (CRC 2019-172) to the contract with American Builders & Applicators (2019-122) under the Lead Hazard Control grant to increase the amount to be paid to American Builders & Applicators from \$13,400.00 to \$13,725.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

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

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Chris Kippes, seconded by Wallace Chambers that the addendum

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(CRC 2019-173) to the contract with Green Home Solutions (2019-99) under the Lead Hazard Control grant to increase the amount to be paid to Green Home Solutions from \$16,420.00 to \$16,915.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

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

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Judy Wirsching, seconded by Wallace Chambers that the addendum (CRC 2019-174) to the contract with Paragon CMS (CRC 2019-80) under the Lead Hazard Control grant to increase the amount to be paid to Paragon from \$24,908.00 to \$25,403.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

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

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Judy Wirsching, seconded by Romona Brazile that the agreement (CRC 2019-175) with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2019 to June 30, 2020 in the amount of \$5,278.00 be approved.

Presented by: Chris Kippes

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

Funding Source: 100% reimbursable through the FY2020 Public Health Emergency Preparedness (PHEP) grant.

The Secretary called the roll:

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Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Chris Kippes, seconded by Romona Brazile that the contract (CRC 2019-176) with Pomerene Hospital under the Breast and Cervical Cancer Project (BCCP) grant from June 30, 2019 through June 29, 2020 in the amount of \$700.00 be approved.

Presented by: Sheri Verhotz

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

Funding Source: 100% reimbursable through the FY2019 BCCP grant.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Romona Brazile, seconded by Judy Wirsching that the contract (CRC 2019-177) with ZScape Horticulture, LLC for snow removal services from November 1, 2019 through April 30, 2021 be approved. ZScape Horticulture, LLC will be reimbursed at the following rates for services (additional services are provided as needed per the prices outlined in the contract):

Plowing - Lot	\$165.00 per occurrence
De-icing – Lot	\$110.00 per occurrence
Plowing – Sidewalks	\$ 35.00 per occurrence
De-icing – Sidewalks	\$ 40.00 per occurrence

Presented by: Rebecca Burke

Purpose: To provide snow removal services at CCBH's facility.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Wallace Chambers, seconded by Chris Kippes that the service agreement (CRC 2019-178) with Smith & Oby for HVAC preventative maintenance services from September 1, 2019 through August 31, 2022 be approved. Amount to be paid to Smith & Oby is not to exceed \$11,000.00 per year.

Presented by: Rebecca Burke

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Purpose: To provide preventative maintenance services for the CCBH HVAC system.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:09 p.m.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Wallace Chambers and Judy Wirsching



Committee Chair



Clerk

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QUOTE RESULTS

Project Address

Name: Aliece Wright
Address: 1169 Melbourne Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2019-167

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$14,850	\$14,100	\$750	\$4,100
CB Mullins	\$15,950	\$14,900	\$1,050	\$4,900
Green Home Solutions	\$21,300	\$20,300	\$950	\$10,300
MCM Homeservices	\$16,320	\$15,550	\$770	\$5,550
ESTIMATE:	\$14,695.00	\$ 13,675.00	\$ 1,020.00	

Recommended award: American Builders & Applicators

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QUOTE RESULTS

Project Address

Name: Aletha & Eugene Johnson
Address: 20110 Gardenview Dr.
City, State, Zip: Maple Hts., OH 44137
CRC No: CRC 2019-168

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$18,150	\$13,650	\$4,500	\$5,650
CB Mullins	\$18,800	\$13,900	\$4,900	\$5,900
GHS	\$19,850	\$13,900	\$5,950	\$5,900
MCM Homeservices	\$19,315	\$14,865	\$4,450	\$6,865
ESTIMATE:	\$15,300.00	\$ 11,200.00	\$ 4,100.00	

Recommended award: American Builders & Applicators

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QUOTE RESULTS

Project Address

Name: Cheryl Burke
Address: 12927 Littleton Rd.
City, State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2019-169

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$12,100	\$10,500	\$1,600	\$2,500
CB Mullins	\$11,320	\$10,045	\$1,275	\$2,045
GHS	\$12,250	\$10,750	\$1,500	\$2,750
MCM Homeservices	\$12,350	\$10,425	\$1,925	\$2,425
ESTIMATE:	\$11,410.00	\$9,975.00	\$1,435.00	

Recommended award: Mullins Construction

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QUOTE RESULTS

Project Address

Name: Paw Pree
Address: 2022 Dowd Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2019-170

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$11,350	\$10,900	\$450	\$900
CB Mullins	\$11,040	\$10,340	\$700	\$340
Green Home Solutions	\$10,000	\$9,650	\$350	\$0
MCM Homeservices	\$9,610	\$9,235	\$375	\$0
ESTIMATE:	\$12,350.00	\$11,450.00	\$900.00	

Recommended award: MCM Home Services

