

CUYAHOGA COUNTY  
BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

*CONTRACT REVIEW COMMITTEE*

*MINUTES – March 16, 2021*

Meeting called to order by Martha Halko, Chair of the CRC at 1:39 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on March 16, 2021.

Roll Call: The following members were present: Martha Halko, 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 – March 2, 2021.

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

CRC 2021-21 Environmental Public Health Services an addendum to the contract with Paragon CMS (CRC 2020-106) under the Lead Hazard Control grant to extend the end of the contract period from March 8, 2021 to April 8, 2021. Amount to be paid to Paragon CMS to remain the same.

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the March 2, 2021 CRC meeting be approved.

The Secretary called the roll:

Ayes: Martha Halko, Rick Novickis and Judy Wirsching

## **CONTRACTS AND AWARDS:**

### **Tabled Items**

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2021-19) for water quality laboratory services (RFP 2021-01) be accepted as the lowest and best, and a recommendation that a contract be awarded to Northeast Ohio Regional Sewer District in the amount of \$400,000.00 be forwarded to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, 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 Openings presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2021-22) for 3549 Lynnfield Rd. Down and Up, Shaker Heights, Ohio 44122 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$22,875.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Rick Novickis, seconded by Martha Halko that the addendum (CRC 2021-23) to the contract with Sharps Compliance, Inc. (CRC 2018-155) to increase the amount to be paid to Sharps Compliance, Inc. from not to exceed \$3,280.00 to \$5,280.00 be approved.

Presented by: Martha Halko

Purpose: To provide medical waste and medication disposal services.

**5550 Venture Drive ♦ Parma, Ohio 44130**

**Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ [www.ccbh.net](http://www.ccbh.net)**

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

Funding Source: 100% funded through COVID-19 EO21.

The Secretary called the roll:

Ayes: Martha Halko, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Martha Halko that the addendum (CRC 2021-24) with Dobbs Landscaping & Plowing, LLC (CRC 2018-51) to extend the contract term from November 30, 2020 to November 30, 2021 be approved. Amount to be paid to Dobbs Landscaping & Plowing, LLC is not to exceed \$4,710.00 per year for basic services. Any additional ancillary services provided will be billed for according to the rates outlined in Exhibit A of the agreement.

Presented by: Rebecca Burke

Purpose: To provide landscaping maintenance services and any requested ancillary services to CCBH for the term of the contract.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Martha Halko, Rick Novickis 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 Martha Halko, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:52 p.m.

The Secretary called the roll:

Ayes: Martha Halko, Rick Novickis and Judy Wirsching

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Committee Chair

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Clerk

## CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

### RFP RESULTS

**Program:** Water Protection  
**Title:** Water Quality Laboratory Analytical Services  
**RFP No:** 2021-01  
**CRC No:** 2021-19

**The following quotes were opened on:**

**Opened by:** Wedad Alhamwi  
**Logged in by:** Judy Wirsching

NAME OF CONTRACTOR	RECEIVED	BID AMOUNT
Northeast Ohio Regional Sewer District (NEORSDD)	02/25/21	*
Pace Analytical Services, LLC	03/02/21	*

\* Pricing is broken down by individual test costs. Lowest bid will be determined by using estimated testing quantities (based on previous years activities) and calculating an estimated annual cost.

**Recommended award: NEORSDD**

**Brief Justification:** The selection of this vendor is made based on the scoring of the evaluation criteria. NEORSDD have met all specification requirements and received the highest scoring.

## CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

### QUOTE RESULTS

#### Project Address

**Name:** Thomas Springer  
**Address:** 3549 Lynnfield Rd., Dn & Up  
**City, State, Zip:** Shaker Hts., OH 44122  
**CRC No:** CRC 2021-22

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$22,875	\$21,500	\$1,375	\$1,500
GHS	\$30,590	\$29,050	\$1,540	\$9,050
MCM Homeservices	\$29,680	\$28,340	\$1,340	\$8,340
Paragon	\$25,499	\$23,709	\$1,790	\$3,709
TNT Construction	\$24,920	\$23,020	\$1,900	\$3,020
<b>ESTIMATE:</b>	\$23,570.00	\$ 21,640.00	\$ 1,930.00	

**Recommended award:** American Buidlers & Applicators