

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – July 7, 2020

Meeting called to order by Jana Rush, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on July 7, 2020.

Roll Call: The following members were present: Martha Halko, Jana Rush, 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.

Martha Halko requested that the following item be removed from the agenda due to lack of funding for the Teen Wellness Initiative (TWI) grant:

CRC 2020-71 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with Cleveland Heights/University Heights Schools under the Teen Wellness Initiative (TWI) grant from July 1, 2020 through June 30, 2023 to provide evidence based curriculum to middle schools/and or high school students. No exchange of funds.

Item CRC 2020-71 was removed from the Consent Agenda.

Approval of the Minutes of Prior Meetings: Regular Meeting – June 16, 2020.

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

CRC 2020-70 Epidemiology, Surveillance and Informatics Services submitting an addendum to the contract (2019-117) with the City of Cleveland to revise the deliverables associated with the COVID-19 response. Amount to be paid to the City of Cleveland is to remain the same.

CRC 2020-72 Administration Services submitting a Public Health Experience Agreement with Kent State University to enable students to have a public health experience at CCBH from July 7, 2020 through July 6, 2021. No exchange of funds.

It was moved by Judy Wirsching, seconded by Martha Halko, that the consent agenda, including the minutes of the June 16, 2020 CRC meeting be approved.

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

CRC 2020-73 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) Ending The HIV Epidemic- A Plan for America- RW HIV/AIDS Program Parts A & B- Direct Services - RFP #2020-03 (ref. enclosed):

<u>Contractor</u>	<u>Received</u>	<u>Quote</u>
MetroHealth	07/07/20 @ 8:49 am	\$263,453.48
University Hospitals	07/07/20 @ 10:12 am	\$ 92,611.00
Signature Health, Inc.	07/07/20 @ 9:25 am	\$ 63,900.00
Aids Healthcare Foundation	07/06/20 @ 2:29 pm	\$ 45,918.00
Cleveland Clinic	07/06/20 @ 8:53 am	\$ 83,367.00

The bids listed above were provided to the program staff for completion of the evaluation process.

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey
5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ www.ccbh.net

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It was moved by Martha Halko, seconded by Rick Novickis that the following quote (CRC 2020-74) for 1617 Hopkins Avenue Up and Down, Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$16,200.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching

Household Sewage Program Bid Openings presented by: Domenica McClintock

It was moved by Rick Novickis, seconded by Judy Wirsching that item CRC 2020-75 for 7549 Big Creek Parkway, Middleburg Heights, Ohio 44130 be tabled and re-bid due to the receipt of incomplete quotes (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Martha Halko that item CRC 2020-76 for 6806 Big Creek Parkway, Middleburg Heights, Ohio 44130 be tabled and re-bid due to the receipt of incomplete quotes (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching that item CRC 2020-77 for 6347 Fitch Road, Olmsted Township, Ohio 44138 be tabled and re-bid due to the receipt of incomplete quotes (ref. enclosed).

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Martha Halko, seconded by Judy Wirsching that the agreement (CRC 2020-78) with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2020 to June 30, 2021 in an amount not to exceed \$5,278.00 be approved.

Presented by: Jana Rush

5550 Venture Drive ♦ Parma, Ohio 44130

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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: FY2021 Public Health Emergency Preparedness (PHEP) grant.

The Secretary called the roll:

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

BE IT RESOLVED that the meeting be adjourned at 2:01 p.m.

The Secretary called the roll:

Ayes: Martha Halko, Jana Rush, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Ending the Epidemic
Title: Ending the HIV Epidemic: A Plan for America - Ryan White HIV/AIDS Program Parts A & B
RFP No: 2020-03
CRC No: 2020-73

The following quotes were opened on:

Opened by: Melissa Rodrigo
Logged in by: Judy Wirsching

NAME OF CONTRACTOR	RECEIVED	QUOTE
MetroHealth	07/07/20 @ 8:49 am	\$263,453.48
University Hospitals	07/07/20 @ 10:12 am	\$92,611.00
Signature Health, Inc.	07/07/20 @ 9:25 am	\$63,900.00
Aids Healthcare Foundation	07/06/20 @ 2:29 am	\$45,918.00
Cleveland Clinic	07/06/20 @ 8:53 am	\$83,367.00

Recommended award: TBD

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Mark Bender
Address: 1617 Hopkins, Up & Dn
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2020-74

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$16,200	\$15,800	\$400	\$1,000
Green Home Solutions	\$23,950	\$23,550	\$400	\$7,550
TNT Construction	\$24,460	\$23,660	\$800	\$7,660
ESTIMATE:	\$23,275.00	\$ 22,275.00	\$ 1,000.00	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Barnes Residence
Address: 7549 Big Creek Parkway
City, State, Zip: Middleburg Hts, Ohio 44130
PPN# 373-20-001
of Bedrooms 2
CRC #: CRC 2020-75

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$14,044.00	\$200.00	\$12,137.40	\$1,906.60	\$14,044.00
KMU Residential, LLC	\$20,620.00	\$200.00	\$17,727.00	\$2,893.00	\$20,620.00

Bids Reviewed by: M. Skovenski, D. McClintock, N. McConoughey
Selected Contractor Bid: Recommend Re-bidding

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Ofandiski Residence
Address: 6806 Big Creek Parkway
City, State, Zip: Middleburg Hts, Ohio 44130
PPN# 372-15-019
of Bedrooms 3
CRC # 2020-76

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
Dynamerican	\$13,919.00	\$200.00	\$7,159.50	\$6,759.50	\$13,919.00
KMU Residential, LLC	\$18,370.00	\$200.00	\$9,385.00	\$8,985.00	\$18,370.00

Bids Reviewed by: M. Slovenski, D. McClintock, N. McConoughey
Selected Contractor Bid: Recommend Re-bidding

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Deetz Residence
Address: 6347 Fitch Road
City, State, Zip: Olmsted Twp, Ohio 44138
PPN# 262-02-014
of Bedrooms 2
CRC # 2020-77

The following quotes were received and opened:

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
Dynamerican	\$12,425.00	\$200.00	\$6,412.50	\$6,012.50	\$12,425.00
KMU Residential, LLC	\$22,620.00	\$200.00	\$11,510.00	\$11,110.00	\$22,620.00

Bids Reviewed by: M. Slovenski, D. McClintock, N. McConoughey
Selected Contractor Bid: Recommend Re-bidding