

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – September 1, 2020*

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 September 1, 2020.

Roll Call: The following members were present: Terry Allan, 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.

Approval of the Minutes of Prior Meetings: Regular Meeting – August 18, 2020.

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

CRC 2020-94 Environmental Public Health Services submitting addendums to the contracts with the following agencies under the Overdose Data to Action (OD2A) grant to extend the end of the contract period from August 31, 2020 to September 30, 2020. Amounts to be paid to remain the same.

Education Service Center of Northeast Ohio  
PAXIS Institute

CRC 2020-95 Prevention and Wellness Services submitting an addendum to the Memorandum of Understanding (MOU) with Green Umbrella (CRC 2020-62) to increase the number of partner school districts participating in the pilot. No exchange of funds.

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the August 18, 2020 CRC meeting be approved.

The Secretary called the roll:

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

### **CONTRACTS AND AWARDS:**

Tabled Items

CRC 2020-90 RFP #2020-04 Maternal & Child Health Program

Program Bid Recommendations presented by: Angela Newman-White

It was moved by Terry Allan, seconded by Martha Halko that the following quote (CRC 2020-90) in response to RFP #2020-04 Maternal & Child Health Program be accepted as the lowest and best, and a recommendation to award a contract to Birthing Beautiful Communities in the amount of \$66,000.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

CRC 2020-91 RFP #2020-05 HIV Social Media Campaign

Program Bid Recommendations presented by: Melissa Rodrigo

It was moved by Terry Allan, seconded by Rick Novickis that the following quote (CRC 2020-91) in response to RFP #2020-05 HIV Social Media Campaign be accepted as the lowest and best, and a recommendation to award a contract to A Better World Advertising in the amount of \$177,500.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

New Items For Review

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

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Judy Wirsching that the following quote (CRC 2020-96) for 3604 Chelton Rd., Up and Down, Shaker Heights, Ohio 44120 be accepted as the lowest and best, and a recommendation that a contract be awarded to American Builders & Applicators in the amount of \$33,100.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2020-97) for 4397 Ardmore Rd., South Euclid, Ohio 44121 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$16,225.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Martha Halko, seconded by Terry Allan that the contract (CRC 2020-98) with Northeast Ohio Aquatic Consulting & Training, LLC (NOACT) under the National Association of County and City Health Officials (NACCHO) grant from August 1, 2020 through November 30, 2020 in an amount not to exceed \$4,000.00 be approved.

Presented by: Tom Fink

Purpose: To review Ohio Pool Rules and develop a draft action plan to address any gaps and weaknesses in the current Ohio pool code.

Funding Source: 100% reimbursable through the NACCHO grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2020-99) to the contract with Neighborhood Leadership Institute (Resolution 2018-110)

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under the Lead Hazard Control (LHC) grant to increase the amount to be paid to Neighborhood Leadership Institute from \$30,050.00 to \$30,500.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To increase the original award for activities provided by NLI.

Funding Source: 100% reimbursable through the LHC grant.

The Secretary called the roll:

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

It was moved by Terry Allan, seconded by Martha Halko that the contract (CRC 2020-100) with Radio One under the Ohio Equity Institute (OEI) grant from August 31, 2020 through September 27, 2020 in an amount not to exceed \$8,000.00 be approved.

Presented by: Angela Newman-White

Purpose: To increase the original award for activities provided by NLI.

Funding Source: 100% reimbursable through the LHC grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the contract (CRC 2020-101) with The Cincinnati Insurance Companies for commercial property insurance, computer/software insurance, public employee dishonesty insurance and terrorism coverage from August 28, 2020 through August 28, 2023 be approved. Amount to be paid to United Agencies Insurance Group (Broker) for this coverage is not to exceed \$9,938.00 annually.

Presented by: Judy Wirsching

Purpose: To increase the original award for activities provided by NLI.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

None

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Contract Rescissions

None

Other Business.

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:55 p.m.

The Secretary called the roll:

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



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Committee Chair



\_\_\_\_\_  
Clerk

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**RFP RESULTS**

**Program:** Maternal & Child Health Program  
**Title:** Maternal & Child Health Program  
**RFP No:** 2020-04  
**CRC No:** 2020-90

**The following quotes were opened on:**

**Opened by:** Angela Newman-White  
**Logged in by:** Judy Wirsching

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
Birthing Beautiful Communities	08/18/20 @ 10:28am	\$66,000.00
Ohio Guidestone	08/18/20 @ 9:59am	\$65,968.00
University Hospitals of Cleveland	08/17/20 @ 11:56am	\$66,000.00
Lexington Bell Community Center	08/17/20 @ 9:46am	\$66,000.00

**Recommended award: Birthing Beautiful Communities**

Brief Justification: BBC has established framework and training to support the needs described in RFP including mental health network, experience with target population, strong evaluation infrastructure trained staff on mental health and grief support, and existing network of providers.  
BBC scored higher than other 3 proposals through grant review committee consisting of 5 individuals

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**RFP RESULTS**

**Program:** HIV/STI Grants  
**Title:** HIV Social Media Campaign  
**RFP No:** 2020-05  
**CRC No:** 2020-91

**The following quotes were opened on:**

**Opened by:** Melissa Rodrigo  
**Logged in by:** Judy Wirsching

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
Better World Advertising	08/18/20 @ 10:16am	\$177,500.00
Cleveland Treatment Center	08/18/20 @ 10:46am	\$52,921.00
Beyond Spots & Dots	08/14/20 @ 10:09am	\$381,678.00
Fahlgren Mortine	08/15/20 @ 9:29am	\$334,447.00
Kaiser Family Foundation	08/17/20 @ 1:44pm	\$165,000-\$395,000
Prosper for Purpose	08/18/20 @ 9:31am	\$147,500.00

**Recommended award: A Better World Advertising**

**Brief Justification:** A Better World advertising was the lowest and best vendor. They received the cumulative top score from the 5 reviewers. The selection has extensive experience working with HIV and our target population. In addition, the vendor is going to customize the social media campaigns to our area along with provide training to sustain the program.

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Michael Stallworth  
**Address:** 3604 Chelton, up & down  
**City, State, Zip:** Shaker Hts., OH 44120  
**CRC No:** CRC 2020-96

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
American Builders	\$33,100	\$31,575	\$1,525	\$13,575
American Pinnacle	\$43,195	\$40,970	\$2,225	\$22,970
GHS	\$47,965	\$45,765	\$2,200	\$27,765
MCM	\$42,460	\$40,210	\$2,250	\$22,210
Paragon	\$39,734	\$36,809	\$2,925	\$18,809
TNT Construction	\$46,780	\$44,380	\$2,400	\$26,340
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<b>ESTIMATE:</b>	\$40,420.00	\$37,945.00	\$2,475.00	

**Recommended award:** American Builders & Applicators



