

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – November 2, 2021

Meeting called to order by Martha Halko, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 2, 2021.

Roll Call: The following members were present: Terry Allan, 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 – October 19, 2021.

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

CRC 2021-104 Environmental Public Health Services submitting an addendum to the contract with Cuyahoga County Department of Development (CCDOD) (Resolution 2018-137) under the Lead Hazard Control grant to extend the end of the contract period from September 3, 2021 to December 26, 2021. Amount to be paid to CCDOD is to remain the same.

It was moved by Terry Allan, seconded by Rick Novickis, that the consent agenda, including the minutes of the October 19, 2021 CRC meeting be approved.

The Secretary called the roll:

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

5550 Venture Drive ♦ Parma, Ohio 44130

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CONTRACTS AND AWARDS:

Tabled Items

CRC 2021-64 Administrative Services submitting a contract and contract addendums with Paramount Insurance Company to accept CCBH as a network/participating provider to deliver all covered services under their commercial, Medicare and Medicaid plans beginning on or about July 6, 2021. Amount to be received shall be consistent with approved Paramount Insurance Company reimbursement rates.

Purpose: To establish CCBH as an in-network provider with Paramount Insurance Company.

No Action Today.

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead Program Bids presented by Stephanie McConoughey

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2021-105) for 2042 Lincoln Ave. Up & Down, Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$20,475.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Martha Halko that the following quote (CRC 2021-106) for 14505-07 Savannah Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Paragon CMS in the amount of \$16,370.00 (ref. enclosed).

The Secretary called the roll:

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

Grounds Maintenance Services Bids presented by Rebecca Burke

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2021-107) for grounds maintenance services be accepted as the lowest and best,
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and a contract be awarded to ZScape Horticulture, LLC from November 2, 2021 through December 31, 2023 at the following rates for basic services (additional services are provided as needed per the prices outlined within the contract) (ref. enclosed):

Basic Landscaping Services	\$5,040.00 per year
Plowing - Lot	\$ 200.00 per occurrence
De-icing – Lot	\$ 150.00 per occurrence
Plowing – Sidewalks	\$ 40.00 per occurrence
De-icing – Sidewalks	\$ 40.00 per occurrence

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Terry Allan, seconded by Martha Halko that a service agreement (CRC 2021-108) with Davey Resource Group for bioretention cell maintenance services effective November 2, 2021 in an amount not to exceed \$4,200.00 be approved.

Presented by: Rebecca Burke

Purpose: To provide additional bioretention cell maintenance services on the CCBH property.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

It was moved by Rick Novickis, seconded by Judy Wirsching that a Phase II Stormwater Service Agreement (CRC 2021-109) with the following communities to provide Phase II Stormwater services from January 1, 2022 through December 31, 2023 be approved:

	Amount to be received <u>not to exceed:</u>
City of Broadview Heights	\$ 4,476.00
City of Lakewood	\$ 8,950.00
City of North Olmsted	\$11,188.00

Presented by: Domenica McClintock

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Purpose: Implementation of the Minimum Control measures (MCM) #3: Illicit Discharge Detection and Elimination (IDDE) and MCM #6: Pollution Prevention/Good Housekeeping for Municipal Operations programming.

The Secretary called the roll:

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

Contract Rescissions

It was moved by Rick Novickis, seconded by Judy Wirsching to rescind the contract (CRC 2021-73) with Green Home Solutions for lead remediation at 20280 Blackfoot Ave., Euclid, OH 44117 in an amount not to exceed \$4,700.00.

Presented by: Stephanie McConoughey

The Secretary called the roll:

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

Other Business.

Thereupon, it was also moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2021-110) for 20280 Blackfoot Ave., Euclid, OH 44117 be accepted as the lowest and best, and a contract be awarded to TNT Construction Company in the amount of \$5,700.00 (ref. enclosed).

The Secretary called the roll:

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

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 2:06 p.m.

The Secretary called the roll:

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

Committee Chair

Clerk

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CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Sean & Christina Mary
Address: 2042 Lincoln, Up & Dn
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2021-105

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$20,475	\$17,850	\$2,625	\$1,850
Paragon	\$26,415	\$23,960	\$2,455	\$7,960
TNT	\$20,670	\$18,270	\$2,400	\$2,270

ESTIMATE: \$17,060.00 \$ 14,475.00 \$ 2,585.00

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Terrance Bennifield
Address: 14505-14507 Savannah
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2021-106

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Bulders & Applicators	\$19,100	\$15,600	\$3,500	\$1,000
GHS	\$18,950	\$15,450	\$3,500	\$1,000
Paragon	\$16,370	\$13,100	\$3,270	\$1,000
TNT	\$18,165	\$14,565	\$3,600	\$1,000
ESTIMATE:	\$17,785.00	\$14,375.00	\$3,410.00	

Recommended award: Paragon CMS

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: Administration
Title: Grounds Maintenance
RFQ No: 2021-03
CRC No: 2021-107

The following quotes were received and opened on:

NAME OF CONTRACTOR	RECEIVED	QUOTE*
Tucker Landscaping, Inc.	10/18/2021 10:30 a.m.	\$15,720.00
Zscape Horticulture, LLC	10/28/2021 4:11 p.m.	\$9,670.00
Asturi Landscape	10/29/2021 3:52 p.m.	Disqualified

* Quote amounts are based on basic lawn service and snow removal for 1 year utilizing a 3-year average usage for snow removal costs.

Recommended award: Zscape Horticulture

Brief Justification:

Zscape Horticulture submitted the lowest and best quote for grounds maintenance services. In addition to being the lowest price, Zscape was the highest ranked bid after the evaluation process completed by a team of three. Zscape Horticulture is a local, certified SBE/WBE/MBE company.

Asturi Landscapes quote was submitted after the RFQ deadline of 11:00 a.m. on 10/29/21 and therefore was not included in the evaluation process.

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QUOTE RESULTS

Project Address

Name: Janaya Reynolds
Address: 20280 Blackfoot Ave.
City,State, Zip: Euclid, OH 44117
CRC No: CRC 2021-73 & 2021-110

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$8,350	\$6,100	\$2,250	\$500
GHS***	\$4,700	\$4,200	\$500	\$500 ***
Paragon CMS	\$7,447	\$6,347	\$1,100	\$500
TNT Construction	\$5,700	\$4,900	\$800	\$500
ESTIMATE:	\$6,600.00	\$ 5,350.00	\$ 1,250.00	

Recommended award: ~~Green Home Solution~~ **TNT Construction**

***GHS made a mistake on their bidding and under bid a line item by \$1,000. Plus, GHS claimed the cost of the material increased. Therefore, they requested a \$1,400 change order; this would exceed the next highest bidder's total cost. GHS asked to rescind their contract on 10/25/21 after they were told CCBH could not give a change order for that amount for various reasons. The next lowest bidder, TNT Construction, was contacted on 10/25/21 and agreed to take on the job at their originally quoted price. The grant program will absorb the \$700 increase in Lead and \$300 increase in HH cost.