CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE MINUTES - September 19, 2023

Meeting called to order by Jana Rush, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 19, 2023.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

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 5, 2023.

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

CRC 2023-149 Epidemiology, Surveillance and Informatics Services submitting a Data Use Agreement (DUA) with UH Cleveland Medical Center for data collection, analysis and mapping effective upon signature until terminated. No exchange of funds.

CRC 2023-150 Population Health submitting a Confidential Disclosure Agreement with Cleveland Clinic Foundation to allow for sharing Public Health Information (PHI) between CCBH and CCF as a supplemental agreement for the contract (Resolution 2023-33, 2023-64). No exchange of funds.

CRC 2023-159 Nursing and Clinical Services submitting a Memorandum of Understanding (MOU) with the Centers for Medicare & Medicaid Services (CMS) and Certified Application Counselor to assist uninsured clients to obtain insurance. No exchange of funds.

It was moved by Martha Halko, seconded by Brandy Eaton, that the consent agenda, including the minutes of the September 5, 2023 CRC meeting be approved.

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

CONTRACTS AND AWARDS:

Tabled Items:

CRC 2023-133 -

RFP# 2023-06 Website Design & Maintenance Services – No action today

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Presented by: Stephanie McConoughey

CRC 2023-151 Withdrawn, bids received were over \$50,000.00. This will be re-bid using the RFP procedures.

Presented by: Stephanie McConoughey

It was moved by Brandy Eaton, seconded by Wedad Alhamwi, that the following quote (CRC 2023-155) for 512 Lloyd Rd., Euclid, Ohio 44132 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$27,400.00 be submitted to Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Bid/Quote Openings < \$25,000.00

Lead Program

Presented by: Stephanie McConoughey

It was moved by John Sobolewski, seconded by Martha Halko, that the following contract (CRC 2023-152) for 2117 Carabel Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$19,130.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Wedad Alhamwi, seconded by Rod Harris, that the following quote (CRC 2023-153) for 4942 East 81st St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$5,280.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Brandy Eaton, that the following quote (CRC 2023-154) for 19117 Kings Highway, Warrensville Heights, Ohio 44122 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$22,650.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Rod Harris, seconded by Martha Halko, that the following quote (CRC 2023-156) for 2798 Sherwood Dr., Parma, Ohio 44134 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$11,850.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by John Sobolewski, seconded by Brandy Eaton, that the following quote (CRC 2023-157) for 19001 Renwood Ave., Euclid, Ohio 44119 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$13,675.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Wedad Alhamwi, that the following quote (CRC 2023-158) for 3674 Winchell Rd., Shaker Heights, Ohio 44122 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to Green Home Solutions in the amount of \$22,075.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Expenditures: Contracts < \$25,000.00

None

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by John Sobolewski, seconded by Rod Harris, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:54 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

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QUOTE RESULTS

Project Address

Name: Andrew & Emily Dubyoski

Address: 2117 Carabel Ave. City, State, Zip: Lakewood, OH 44107

CRC No: CRC 2023-152

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	НН	MATCH
Green Home Solutions	\$26,100	\$25,050	\$1,050	\$15,050
Paragon CMS	\$22,705	\$21,830	\$875	\$11,830
TNT Construction	\$19,130	\$18,640	\$490	\$8,640
ESTIMATE:	\$16,600.00	\$ 15,725.00	\$ 875.00	

Recommended award: TNT Construction

QUOTE RESULTS

Project Address

Name: Markita Johnson Address: 4942 E.81st St.

City, State, Zip: Garfield Hts., OH 44125

CRC No: CRC 2023-153

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	НН	MATCH
Green Home Solution	\$7,700	\$3,500	\$4,200	\$0
Paragon CMS	\$5,280	\$2,315	\$2,965	\$0
TNT Construction	\$5,550	\$3,150	\$2,400	\$0
ESTIMATE:	\$5,900.00	\$ 2,400.00	\$ 3,500.00	

Recommended award: Paragon CMS

QUOTE RESULTS

Project Address

Name: Kim Gullie

Address: 19117 Kings Highway

City, State, Zip: Warrensville Hts., OH 44122

CRC No: CRC 2023-154

The following quotes were received and opened:

ESTIMATE:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$22,650	\$17,150	\$5,500	\$9,150
Green Home Solutions	\$29,725	\$23,275	\$6,450	\$15,275
Paragon CMS	\$23,355	\$16,805	\$6,550	\$8,805
TNT Construction	\$25,145	\$19,325	\$5,820	\$11,325

\$21,925.00 \$ 15,775.00 \$ 6,150.00

QUOTE RESULTS

Project Address

Name: Keyetta Brown
Address: 512 Lloyd Rd.
City,State, Zip: Euclid, OH 44132
CRC No: CRC 2023-155

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$27,400	\$22,150	\$5,250	\$14,150
Green Home Solutions	\$38,225	\$32,350	\$5,875	\$24,350
Paragon CMS	\$33,695	\$28,920	\$4,775	\$20,920
TNT Construction	\$33,840	\$30,300	\$3,540	\$22,300
ESTIMATE:	\$24,062.50	\$ 20,687.50	\$ 3,375.00	

QUOTE RESULTS

Project Address

Name: Carla Angola & Javier Fiestas

Address: 2798 Sherwood Dr. City,State, Zip: Parma, OH 44134 CRC No: CRC 2023-156

The following quotes were received and opened:

ESTIMATE:

NAME OF CONTRACTOR	QUOTE	LEAD	НН	MATCH
American Builders & Applicators	\$11,850	\$2,450	\$9,400	\$0
Green Home Solutions	\$14,350	\$3,250	\$11,100	\$0
Paragon CMS	\$12,637	\$3,247	\$9,390	\$0
TNT Construction	\$14,450	\$3,350	\$11,100	\$0

\$8,875.00 \$ 1,475.00 \$ 7,400.00

QUOTE RESULTS

Project Address

Name: Lydia Law

Address: 19001 Renwood Ave.
City,State, Zip: Euclid, OH 44119
CRC No: CRC 2023-157

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	НН	MATCH
American Builders & Applicators	\$13,675	\$12,275	\$1,400	\$2,275
Green Home Solutions	\$17,950	\$16,150	\$1,800	\$6,150
Paragon CMS	\$18,485	\$16,760	\$1,725	\$6,760
TNT Construction	\$18,065	\$17,075	\$990	\$7,075

ESTIMATE: \$14,650.00 \$ 12,925.00 \$ 1,725.00

QUOTE RESULTS

Project Address

Name: Sarata Ouedraogo & Tuwen Yaolilie

Address: 3674 Winchell Rd. City, State, Zip: Shaker Hts., OH 44122

CRC No: CRC 2023-158

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	НН	MATCH
American Builders & Applicators	\$22,500	\$22,500	\$0	\$0
Green Home Solutions	\$22,075	\$22,075	\$0	\$0
TNT Construction	\$26,550	\$26,550	\$0	\$0
ESTIMATE:	\$16.300.00	\$ 16.300.00		

Recommended award: Green Home Solutions