

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

CONTRACT REVIEW COMMITTEE

MINUTES – December 5, 2023

Meeting called to order by Martha Halko, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on December 5, 2023.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush 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 – November 21, 2023.

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

CRC 2023-188 Population Health submitting a Memorandum of Understanding (MOU) with the Greater Cleveland Regional Transit Authority to provide bus passes to CCBH for distribution to agencies serving pregnant women living in certain ZIP codes with very high rates of infant mortality within Cuyahoga County and where transportation was identified as a barrier to accessing health care, and to promote the program as well as extending the end date of the agreement from December 31, 2023 to December 31, 2024 (Resolutions 2021-005, 2022-098). No exchange of funds.

It was moved by Jana Rush, seconded by Rod Harris, that the consent agenda, including the minutes of the November 21, 2023 CRC meeting be approved.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items:

CRC 2023-171
RFP#2023-05 Mobile Health Clinic

No action today.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2023-133
RFP# 2023-06 Website Design & Maintenance Services

It was moved by John Sobolewski, seconded by Judy Wirsching, that the following contract (CRC 2023-133) for Website Design & Maintenance Services be accepted as the lowest and best, and a recommendation that a contract be awarded to ZED Digital in the amount of \$58,500.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Judy Wirsching and Kevin Brennan

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Brandy Eaton, that the following contract (CRC 2023-189) for 1600-02 Eddington Rd. Up & Down, East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$31,400.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rod Harris, that the following contract (CRC 2023-190) for 13909-13911 Scioto Ave. Up & Down, East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$34,220.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by John Sobolewski, that the following contract (CRC 2023-191) for 1818 Burnette Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$31,450.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by Brandy Eaton, that the following contract (CRC 2023-195) for 1521 Lakefront Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$39,065.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Bid/Quote Openings < \$25,000.00

It was moved by John Sobolewski, seconded by Brandy Eaton, that the following contract (CRC 2023-192) for 4900 East 96th St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$20,050.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Martha Halko, that the following contract (CRC 2023-193) for 3600 Chelton Rd. Up, Down & 3rd Floor, Shaker Heights, Ohio 44120 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$22,100.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Rod Harris, that the following contract (CRC 2023-194) for 4744 East 90th St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$13,210.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by Brandy Eaton, that the following contract (CRC 2023-196) for 30850 Gates Mills Blvd., Pepper Pike, Ohio 44124 be accepted as the lowest and best, and that a contract be awarded to KMU Trucking in the amount of \$17,253.25 be approved (ref. enclosed).

Presented by: Nate McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Judy Wirsching, that the following contract (CRC 2023-197) for 6440 Columbia Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and that a contract be awarded to Dynamerican in the amount of \$17,950.00 be approved (ref. enclosed).

Presented by: Nate McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by Rod Harris, that the following contract (CRC 2023-198) for 5454 West 84th St., Parma, Ohio 44129 be accepted as the lowest and best, and that a contract be awarded to Dynamerican in the amount of \$19,975.00 be approved (ref. enclosed).

Presented by: Nate McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by John Sobolewski, seconded by Rod Harris, that the Addendum to the contract (CRC 2023-199) with American Builders & Applicators (CRC 2023-157) to increase the amount paid to American Builders & Applicators from \$13,675.00 to \$14,150.00.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion

Funding Source: 100% reimbursable through the Lead Hazard Reduction grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Martha Halko, that the Addendum to the contract (CRC 2023-200) with Paragon CMS (CRC 2023-117) to increase the amount paid to Paragon CMS from \$21,047.00 to \$21,432.00.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion

Funding Source: 100% reimbursable through the Lead Hazard Reduction grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Judy Wirsching, that the contract (CRC 2023-201) with Cleveland Clinic Health System – East Region dba South Point Hospital under the Reproductive Health and Wellness (RHW) grant to lease space for a satellite CCBH Family Planning Clinic from February 1, 2024 through January 31, 2025. Amount to be paid to Cleveland Clinic Health System – South Pointe Hospital is not to exceed \$5,556.00 be approved.

Presented by: Brandy Eaton

Purpose: Contract renewal for the Family Planning clinic site to continue to provide education and comprehensive family planning services in Warrensville Heights, including a full range of contraceptive counseling and options, HIV and STI testing and treatment, and referral to appropriate area social services as needed.

Funding Source: 100% reimbursable through the Reproductive Health and Wellness grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rod Harris, that the contract (CRC 2023-202) with Heidi Harris, MSN, CNP under the Reproductive Health and Wellness (RHW) grant from January 1, 2024 through December 31, 2024. Amount to be paid to Heidi Harris, MSN, CNP is not to exceed \$21,000.00 be approved.

Presented by: Brandy Eaton

Purpose: To serve as PRN Nurse Practitioner for the CCBH Family Planning Clinic as needed.

Funding Source: 100% reimbursable through the Reproductive Health and Wellness grant.
The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Brandy Eaton, that the addendums (CRC 2023-203) to the contracts under the 2023/2024 Health Resources and Services Administration (HRSA) Ryan White Part A from March 1, 2023 through February 29, 2024 be approved.

	<u>From</u>	<u>To</u>
Lorain County Health & Dentistry (CRC 2023-50, CRC 2023-90)	\$ 21,00.00	\$ 5,000.00
Mercy Health Regional Medical Center (Resolutions 2023-34, 2023-45)	\$285,219.00	\$306,250.00
Neighborhood Health Care (Resolutions 2023-24, 2023-45)	\$177,000.00	\$201,039.00
Nueva Luz Urban Resource Center (Resolutions 2023-24, 2023-46)	\$777,722.00	\$782,100.00

Presented by: Monica Baker

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through 2023/2024 Health Resources and Services Administration (HRSA) Ryan White Part A and Ending the HIV Epidemic grants.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Judy Wirsching, that the Addendum to the contract (CRC 2023-204) with Signature Health, Inc. (Resolutions 2023-24, 2023-46, CRC 2023-107) under the 2023/2024 Health Resources and Services Administration (HRSA) Ryan White Part A and Ending the HIV Epidemic grants from March 1, 2023 to February 29, 2024 to increase the amount paid to Signature Health, Inc. from \$512,600.00 to \$516,000.00 be approved.

Presented by: Erin Turcoliveri

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through 2023/2024 Health Resources and Services Administration (HRSA) Ryan White Part A and Ending the HIV Epidemic grants.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

It was moved by John Sobolewski, seconded by Rod Harris, that the Phase II Service Agreements (CRC2023-205) with the following communities from January 1, 2024 through December 31, 2025 be approved.

	Amount to be received <u>Not to exceed:</u>
City of Bay Village	\$15,034.00
City of Lakewood	\$ 8,950.00

Presented by: Megan Symanski

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: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 2:03 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: CCBH
Title: Website Design and Maintenance Services
RFP No: 2023-06
CRC No: 2023-133

The following quotes were opened on:

Opened by: Shelley Zelinski and Stephanie McConoughey
Logged in by: Shelley Zelinski

NAME OF CONTRACTOR	RECEIVED	AMOUNT
ZED Digital	08/31/23 @ 10:39 am	\$58,500.00
Blackbird Digital	09/05/23 @ 10:03 am	\$106,800.00
Vtech Solutions	09/01/23 @ 8:54 am	\$69,200.00
Exemplifi, LLC	09/05/23 @ 9:17 am	\$178,500.00
Tech Brains	09/05/23 @ 9:17 am	\$85,925.00
Prime Federated Applications	09/05/23 @ 9:17 am	\$88,050.00
Recess Creative, LLC	09/05/23 @ 8:45 am	\$150,000.00
Fahlgren Mortine	08/31/23 @ 12:42 pm	\$300,000.00

Recommended award: ZED Digital

Brief Justification:

All cost are for the full project. Ongoing maintenance cost not included above.

Selection made based on vendor being the best and lowest bidder.

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Mark Sertich
Address: 1600-1602 Eddington Rd.
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2023-189

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$31,400	\$31,400	\$0	\$11,400
Green Home Solutions	\$44,900	\$44,900	\$0	\$24,900
TNT Construction	\$37,200	\$37,200	\$0	\$17,200
ESTIMATE:	\$32,500.00	\$ 32,500.00	\$0.00	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Sharon Hubbard
Address: 13909-13911 Scioto Ave.
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2023-190

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$34,220	\$17,550	\$16,670	\$7,550
TNT Construction	\$44,520	\$20,300	\$24,220	\$10,300
ESTIMATE:	\$27,325.00	\$ 10,200.00	\$ 10,800.00	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Brenda Clark
Address: 1818 Burnette Ave.
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2023-191

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$31,450	\$26,300	\$5,150	\$16,300
TNT Construction	\$32,930	\$28,500	\$4,430	\$18,500
ESTIMATE:	\$26,875.00	\$ 22,625.00	\$ 4,250.00	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: David Daniel
Address: 1521 Lakefront Ave.
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2023-195

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Green Home Solutions	\$59,925	\$56,200	\$3,725	\$46,200
TNT Construction	\$39,065	\$37,180	\$1,885	\$27,180
ESTIMATE:	\$40,450.00	\$ 35,925.00	\$ 4,525.00	

Recommended award: TNT Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Tawanna Cannon, Roland Greathouse
Address: 4900 E.96th St.
City,State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2023-192

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Green Home Solutions	\$26,975	\$20,700	\$6,275	\$12,700
TNT Construction	\$20,050	\$16,700	\$3,350	\$6,700
ESTIMATE:	\$20,625.00	\$ 16,150.00	\$ 4,475.00	

Recommended award: TNT Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Cassandra Thompson
Address: 3600 Chelton Rd., Dn, Up, 3rd Flr
City,State, Zip: Shaker Hts., OH 44120
CRC No: CRC 2023-193

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Amerian Builders & Applicators	\$32,700	\$27,350	\$5,350	\$3,350
Green Home Solutions	\$36,350	\$30,200	\$6,150	\$6,200
TNT Construction	\$22,100	\$16,500	\$5,600	\$1,500
ESTIMATE:	\$24,100.00	\$ 19,450.00	\$ 4,650.00	

Recommended award: TNT Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Shuntina Ballard
Address: 4744 E. 90th St.
City,State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2023-194

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builder & Applicator	\$13,210	\$11,300	\$1,910	\$3,300
Green Home Solutions	\$16,385	\$13,675	\$2,710	\$5,675
TNT Construction	\$14,135	\$12,500	\$1,635	\$4,500
ESTIMATE:	\$11,890.00	\$ 9,725.00	\$ 2,165.00	

Recommended award: American Builders & Applications

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Moayeri Residence
Address: 30850 Gates Mills Blvd.
City,State, Zip: Pepper Pike, Ohio
44124
PPN# 871-10-015
of Bedrooms 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
KMU Trucking & Excavating, LLC	\$17,253.25	\$14,665.26	\$2,587.99	\$17,253.25
Dynamerican	\$17,955.00	\$15,261.75	\$2,693.25	\$17,955.00

Bids Reviewed by:

Nate McConoughey, John Sobolewski, Megan
Symanski

Selected Contractor Bid:

KMU Trucking & Excavating LLC

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Konczol Residence
Address: 6440 Columbia Rd.
City, State, Zip: Olmsted Twp. , OH 44138
PPN# 262-08-014
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
KMU Trucking & Excavating	\$23,745.51	\$11,872.76	\$11,872.76	\$23,745.51
Dynamerican	\$17,950.00	\$8,975.00	\$8,975.00	\$17,950.00

Bids Reviewed by: Nate McConoughey, John Sobolewski, Megan Symanski

Selected Contractor Bid: Dynamerican

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Leoutaskos Residence
Address: 5454 W 84th St.
City,State, Zip: Parma, Ohio 44129
PPN# 442-19-004
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Install Quote	WPCLF Program Cost 100%	Owner Match 0%	Project Cost
Dynamerican	\$19,975.00	\$19,975.00	\$0.00	\$19,975.00

Bids Reviewed by: N. McConoughey, J. Sobolewski, M. Symanski

Selected Contractor Bid: Dynamerican