

CUYAHOGA COUNTY

BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

CONTRACT REVIEW COMMITTEE

MINUTES – September 20, 2016

Meeting called to order by Terry Allan, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 20, 2016.

Roll Call: The following members were present: Terry Allan, Claire Boettler, Chris Kippes, 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 – September 6, 2016.

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

CRC 2016-65 Prevention and Wellness Services submitting an addendum to the contract with Cuyahoga County Planning Commission (CCPC) (Resolution 2016-13) under the Creating Healthy Communities (CHC) grant to amend the Scope of Work to include activities to support the Community Food Assessment Project. Amount to be paid to CCPC to remain the same.

CRC 2016-66 Environmental Public Health Services submitting an amendment to the Food and Drug Administration (FDA) grant (Resolution 2015-138) to extend the end of the agreement from August 31, 2016 to August 31, 2017 for the development and implementation of Innovate Food Defense Assessment and Training In Large Retail Food Establishments. Amount to be received to remain the same.

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

It was moved by Claire Boettler, seconded by Rick Novickis, that the consent agenda, including the minutes of the September 6, 2016 Regular CRC, meeting be approved:

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

It was moved by Terry Allan, seconded by Chris Kippes that the following quote (CRC 2016-56) in response to RFP #2016-02 for the Maternal and Child Health Program Community Engagement be accepted as the lowest and best, and a recommendation to award a contract to Neighborhood Leadership Institute in the amount of \$55,000.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2016-67) for 1438 East 134th St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$15,200.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2016-68) for 1589 Coutant Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$9,450.00 (ref. enclosed).

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

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching that the following quote (CRC 2016-69) for 1438 E 133rd St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$24,300.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Terry Allan, seconded by Claire Boettler that the following quote (CRC 2016-70) for 5578 Dalewood Avenue, Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to Allenbey Construction Company, LLC in the amount of \$20,475.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Judy Wirsching that the following quote (CRC 2016-71) for 19317 Milan Dr., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to MAE Construction, LLC in the amount of \$14,500.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching to withdraw the quotes (CRC 2016-72) for 2000 Hanover Dr., East Cleveland, Ohio 44112 to prepare a Request For Proposal (RFP) for the property due to the bids received exceeding \$25,000.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2016-73) for 24200 Glenbrook Blvd., Euclid, Ohio 44117 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$9,030.00 (ref. enclosed).

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

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2016-74) for 13310 Christine Ave., Garfield Heights, Ohio 44105 be accepted as the lowest and best, and a contract be awarded to MAE Construction, LLC in the amount of \$7,315.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Terry Allan, seconded by Claire Boettler that the following quote (CRC 2016-75) for 3903 Redfern Rd., Parma, Ohio 44134 be accepted as the lowest and best, and a contract be awarded to Allenbey Construction Company, LLC in the amount of \$8,090.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2016-76) for 14217 Savannah Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$9,835.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000

It was moved by Claire Boettler, seconded by Judy Wirsching that the contract (CRC 2016-77) with Area Temps, Inc. for temporary staffing services from September 1, 2016 through August 31, 2019 be moved to the next meeting of the Board on September 28, 2016 for approval due to the potential to exceed \$25,000.00 in expenditures over the term of the contract.

Presented by: Rebecca Burke on behalf of Najeebah Shine

Purpose: To establish a contract under which CCBH can request temporary staffing as needed to meet service deliverables.

Funding Source: Varies based on temporary staffing assignment.

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

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2016-78) to the contract with Tucker Landscaping, Inc. (Resolution 2015-49) for landscaping services to extend the end of the contract period from November 30, 2016 through November 30, 2017 be approved. The annual rate to be paid to Tucker Landscaping, Inc. to remain the same.

Presented by: Rebecca Burke

Purpose: To extend landscaping services for an additional year at the previously approved rate of \$4,500.00 annually and recommended landscaping services as priced in the contract.

Funding Source: 100% funded through CCBH General Revenue.

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Terry Allan, seconded by Chris Kippes that the correction (CRC 2016-79) to Resolution 2015-144 to provide for payment of not to exceed \$4,200.00 per annum to Bridgefront or its successors for a three year term ending July 31, 2018 be approved.

Presented by: Judy Wirsching

Purpose: To correct the previous resolution that reflected a payment amount of not to exceed \$4,200.00. Payment amount should have read not to exceed \$4,200.00 per year.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000

It was moved by Claire Boettler, seconded by Terry Allan that the addendum (CRC 2016-80) to the contract with Cigna (Resolution 2013-192) to include additional ancillary services effective October 1, 2016 be approved. Amount to be received shall be consistent with approved network/participating provider rates.

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

Presented by: Marciea Stewart

Purpose: To add ancillary services to the covered services that CCBH as a network/participating provider is able to bill for.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Contract Rescissions

None

Other Business – N/A

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:16 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Maternal and Child Health Program
Title: Community Engagement
RFP No: 2016-02
CRC No: CRC 2016-56

The following quotes were opened on: September 6, 2016
Opened by: Wedad Alhamwi
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Neighborhood Leadership Institute	9/6/2016 9:30	\$55,000.00
Friendly Inn	9/6/2016 10:09	\$55,000.00

Recommended award: Neighborhood Leadership Institute

Brief justification:

CCBH is seeking entity to assist with the development and integration of grass roots community engagement to support the Ohio Equity Institute. Neighborhood Leadership provided substantial evidence to support ability to effectively address needs of RFP and demonstrated a clear understanding of the relevance and impact of successful community engagement. They have extensive experience with community engagement strategies that include resident recruitment and training, coalition building, and community strategy development. NLI provided acceptable staffing and project management plan to support successful implementation.

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Gwendolyn Lucas
Address: 1438 E.134
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2016-67

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
CB Mullins	\$15,200
Green Home Solutions	\$18,495

ESTIMATE: \$18,170.00

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Domingo Gomez
Address: 1589 Coutant Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2016-68

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
CB Mullins	\$10,250
Green Home Solutions	\$9,450

ESTIMATE: \$13,815.00

Recommended award: Green Home Solutions

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Quinones Reed
Address: 1438 E.133rd St.
City,State, Zip: East Cleveland, OH 44112
CRC No: CRC 2016-69

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$16,330 VOID-incomplete bid package
CB Mullins	\$24,300
Green Home Solutions	\$30,865
MCM Homeservices	\$29,075

ESTIMATE: \$24,885.00

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Achana Brown
Address: 5578 Dalewood Ave.
City,State, Zip: Maple Hts., OH 44137
CRC No: CRC 2016-70

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$20,475
CB Mullins	\$21,200
MCM Homeservices	\$26,050
Trademark Industries	\$23,000

ESTIMATE: \$26,860.00

Recommended award: Allenbey Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Mortisha S. Ervin
Address: 19317 Milan Dr.
City, State, Zip: Maple Hts., OH 44137
CRC No: CRC 2016-71

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allebney Construction	\$15,585
CB Mullins	\$16,325
Green Home Solutions	\$20,525
MAE Construction	\$14,500

ESTIMATE: \$14,252.50

Recommended award: MAE Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Melanie Williams
Address: 2000 Hanover Dr.
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2016-72

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$31,300
CB Mullins	\$25,350
Green Home Solutions	\$35,750

ESTIMATE: \$ 22,675.00

Recommended award: NO AWARD

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Florece G. King
Address: 24200 Glenbrook Blvd.
City, State, Zip: Euclid, OH 44117
CRC No: CRC 2016-73

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$12,300
BDL General Contracting	\$9,030
CB Mullins	\$9,175
Green Home Solutions	\$13,875
MAE Construction	\$12,115
Trademark Industries	\$13,105

ESTIMATE: \$ 11,580.00

Recommended award: BDL General Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Cassandra Perry
Address: 13310 Christine Ave.
City, State, Zip: Garfield Hts., OH 44105
CRC No: CRC 2016-74

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$8,860
CB Mullins	\$8,985
MAE Construction	\$7,315
Trademark Industries	\$7,500

ESTIMATE: \$7,835.00

Recommended award: MAE Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Morcos Zaki
Address: 3903 Redfern Rd
City, State, Zip: Parma, OH 44134
CRC No: CRC 2016-75

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$8,090
BDL General Contracting	\$8,300
CB Mullins	\$8,800
Trademark Industries	\$10,770

ESTIMATE: \$9,820.00

Recommended award: Allenbey Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Therlan S. Mitchell
Address: 14217 Savannah Avenue
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2016-76

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
CB Mullins	\$9,835
Green Home Solutions	\$10,200

ESTIMATE: \$ 8,265.00

Recommended award: Mullins Construction