

CUYAHOGA COUNTY
BOARD OF HEALTH
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*CONTRACT REVIEW COMMITTEE
MINUTES – January 3, 2023*

Meeting called to order by Rick Novickis, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on January 3, 2023.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller 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 – December 20, 2022.

Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):
None

It was moved by Martha Halko, seconded by Judy Wirsching, that the consent agenda, including the minutes of the December 20, 2022 CRC meeting be approved.

The Secretary called the roll: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items:
CRC 2022-176
RFP 2022-07 Ryan White Part A – Planning Council

No action today

CRC 2022-188
RFP 2022-06 Ryan White Part A – Direct Services

No action today

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Rod Harris, that the following quote (CRC 2023-001) for 1760-62 Noble Rd. Up & Down, East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and a recommendation that a contract be awarded to TNT Construction in the amount of \$30,200.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Rick Novickis, that the following quote (CRC 2023-002) for 1235 Carlyon Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a recommendation that a contract be awarded to TNT Construction in the amount of \$37,290.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Rod Harris, seconded by Judy Wirsching, that the following quote (CRC 2023-003) for 5133 Cato St., Maple Heights, Ohio 44137 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 \$17,050.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Rick Novickis, that the following quote (CRC 2023-004) for 1359 Elwood Rd, East Cleveland, Ohio 44112 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 \$21,500.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Rod Harris, that the following quote (CRC 2023-005) for 13413 Rexwood Ave, Garfield Heights, Ohio 44105 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 \$21,880.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Lead Program Bids presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Judy Wirsching, that the following quote (CRC 2023-006) for 3790 Sherwood Rd., South Euclid, Ohio 44121 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 Buildings & Applicators in the amount of \$10,400.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Judy Wirsching, seconded by Rod Harris, that the contract with USI Insurance Services (CRC 2023-007) for health insurance consultant services from January 1, 2023 through December 31, 2023. Amount to be paid to USI is not to exceed \$23,500.00 to be approved.

Presented by: Becki Burke

Purpose: To provide healthcare insurance consulting services to CCBH as needed.

Funding Source: 100% reimbursable through CCBH General Revenue.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Rick Novickis, seconded by Martha Halko, that the contract with Richardson Compensation Consulting, LLC (CRC 2023-008) from January 1, 2023 through December 31, 2023. Amount paid to Richardson Compensation Consulting, LLC is not to exceed \$24,500.00 to be approved.

Presented by: Becki Burke

Purpose: To provide compensation services including, but not limited to, job evaluations and market pricing.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

None

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:47 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching


Committee Chair


Clerk

