

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – October 4, 2016

Meeting called to order by Terry Allan, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 4, 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 20, 2016.

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

CRC 2016-81 Epidemiology, Surveillance and Informatics Services submitting amendments to the following contracts (Resolution 2015-64) under the Emergency Ebola Supplemental (Ebola) grant to extend the end of the contract period from September 30, 2016 to June 30, 2017. Amount to be paid to each sub-recipient to remain the same:

Geauga County Health District
Lake County Health Department
Lorain City Health Department
Lorain County Health Department

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

CRC 2016-82 Epidemiology, Surveillance and Informatics Services submitting an amendment to the contract with the Ohio Department of Public Health (ODH) (Resolution 2016-45) for Monitoring Travelers with potential risk for Ebola Exposure to change the end date of the contract from September 30, 2016 to June 30, 2016. Amount to be received from ODH to remain the same.

CRC 2016-83 Prevention and Wellness Services submitting an addendum to the contract with Case Western Reserve University (CWRU) (Resolution 2016-113) under the Teen Wellness Initiative (TWI) grant to revise language related to the effective date and fiscal report due dates. Amount to be paid to CWRU to remain the same.

It was moved by Terry Allan, seconded by Rick Novickis, that the consent agenda, including the minutes of the September 20, 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

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead program Bid Opening presented by: John Sobolewski

It was moved by Rick Novickis, seconded by Chris Kippes that the following quote (CRC 2016-84) for 1646 Wyandotte Ave., Lakewood, OH 44107 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company in the amount of \$13,850.00 (ref. enclosed).

The Secretary called the roll:

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

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Expenditures: Contracts up to \$25,000

It was moved by Claire Boettler, seconded by Judy Wirsching that the contract (CRC 2016-85) with Gateway Products Recycling, LLC to provide shredding services from October 1, 2016 through September 30, 2018 in the amount of \$240.00 be approved.

Presented by: Amy Wanchisn

Purpose: To provide shredding services for the destruction of confidential documents.

Funding Source: Varies based on program and service area usage.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000

None

Contract Rescissions

None

Other Business – N/A

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:45 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

QUOTE RESULTS

Project Address

Name: Noel Fattah
Address: 1646 Wyandotte Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2016-84

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Mullins Construction	\$13,850.00

ESTIMATE: \$11,835.00

Recommended award: Mullins Construction