

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – October 15, 2019

Meeting called to order by Claire Boettler, Chair of the CRC at 1:35 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 15, 2019.

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 – October 1, 2019.

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

It was moved by Judy Wirsching, seconded by Chris Kippes, that the consent agenda, including the minutes of the October 1, 2019 CRC meetings be approved.

The Secretary called the roll:

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

CONTRACTS AND AWARDS:

Tabled Items

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

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Terry Allan, seconded by Rick Novickis that the following quote (CRC 2019-182) for 10004 Greenview Ave., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction, Co. in the amount of \$13,575.00 (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 2019-183) for 19375 S. Lakeshore Blvd., Euclid, Ohio 44119 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction, Co. in the amount of \$6,925.00 (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 Claire Boettler that the following quote (CRC 2019-184) for 5702 Gilbert Avenue, Parma, Ohio 44129 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction, Co. in the amount of \$9,665.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Terry Allan, seconded by Chris Kippes that the addendum (CRC 2019-185) to the contract (CRC 2019-128) with Heidi Harris, MSN, CNP to increase the amount paid to Heidi Harris from \$6,000.00 to \$9,000.00 be approved.

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Presented by: Andrew Heffron

Purpose: To serve as the Certified Nurse Practitioner for the Cuyahoga County Board of Health Family Planning Clinic.

Funding Source: 100% reimbursable through the FY2019 RHW grant.

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 Chris Kippes that the agreement (CRC 2019-186) with Johnson Controls for the purchase and installation of a visitor management system in the amount of \$10,097.00 (\$7,642.00 - license and installation for 3 work stations and \$2,455.00 software support and maintenance) be approved.

Presented by: Rebecca Burke

Purpose: For the purchase and installation of the EZ Lobby visitor management system licenses including the first year of software support and maintenance.

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 \$25,000.00

It was moved by Rick Novickis, seconded by Claire Boettler that the license agreement (CRC 2019-187) with Young & Kenady Inc. DBA Descon under the 2019/2021 USDA Farm to School grant from October 15, 2019 to October 15, 2020 in the amount of \$4,000.00 be approved.

Presented by: Judy Wirsching

Purpose: To partner with Descon on custom licensure for Feed our Future poster frame.

The Secretary called the roll:

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

Contract Rescissions

None

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Terrence M. Allan, R.S., M.P.H. Health Commissioner

Other Business -

Chris Kippes updated the Committee regarding interim ESI representation on the Committee with his departure. Amy Wanchisn, previously Chris' back-up will become the primary representative with Samantha Smith being her back-up in the interim.

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 1:55 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: Barbara Hodge
Address: 10004 Greenview Ave.
City, State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2019-182

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
GHS	\$13,875	\$12,800	\$1,075	\$4,800
CB Mullins	\$13,575	\$12,625	\$950	\$4,625
MCM Homeservices	\$16,375	\$14,575	\$1,800	\$6,575
Allenbey	\$14,420	\$13,350	\$1,070	\$5,350
Paragon	\$15,148	\$13,528	\$1,620	\$5,528
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ESTIMATE:	\$13,122.50	\$ 11,882.50	\$ 1,240.00	

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Lakisha Adams-Fomby
Address: 19375 S. Lakeshore Blvd.
City, State, Zip: Euclid, OH 44119
CRC No: CRC 2019-183

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Allenbey	\$6,940	\$3,450	\$3,590	\$0
CB Mullins	\$6,925	\$3,000	\$3,925	\$0
GHS	\$7,450	\$3,125	\$4,325	\$0
MCM Homeservices	\$8,995	\$4,045	\$4,950	\$0
Paragon	\$8,480	\$4,710	\$3,770	\$0
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ESTIMATE:	\$6,557.50	\$3,070.00	\$3,487.50	

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Ryan & Jennifer White
Address: 5702 Gilbert Ave.
City, State, Zip: Parma, OH 44129
CRC No: CRC 2019-184

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Allenbey	\$11,350	\$8,650	\$2,700	\$650
CB Mullins	\$9,665	\$7,515	\$2,150	\$0
GHS	\$11,300	\$8,750	\$2,550	\$750
MCM Homeservices	\$11,950	\$9,250	\$2,700	\$1,250
Paragon	\$11,525	\$8,680	\$2,845	\$680
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ESTIMATE:	\$10,500.00	\$8,225.00	\$2,275.00	

Recommended award: Mullins Construction