

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE
MINUTES – October 17, 2023

Meeting called to order by Martha Halko, Chair of the CRC at 1:31p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 17, 2023.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, 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 3, 2023.

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

It was moved by Rick Novickis, seconded by Brandy Eaton, that the consent agenda, including the minutes of the October 3, 2023 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items:

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

No action today.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

None

Bid/Quote Openings < \$25,000.00

It was moved by Judy Wirsching, seconded by Rick Novickis, that the following contract (CRC 2023-164) for 2122 North Ave., Parma, Ohio 44134 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$10,930.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Brandy Eaton, seconded by Joe McRae, that the following contract (CRC 2023-165) for 1001 Broadrock Ct. Parma, Ohio 44134 be accepted as the lowest and best, and that a contract be awarded to Dynamerican in the amount of \$8,995.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the training agreement (CRC 2023-166) with LGBT Community Center of Greater Cleveland. Amount to be paid to LGBT Community Center of Greater Cleveland is not to exceed \$750.00 be approved.

Presented by: Andre Brown

Purpose: To provide a virtual training to CCBH on gender pronouns.

Funding Source: 100% funded through OEI grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Rick Novickis, seconded by Joe McRae, that the contract (CRC 2023-167) with Hilton Garden Inn Cleveland East for November 1, 2023. Amount to be paid to Hilton Garden Inn Cleveland East is not to exceed \$8,053.50 be approved.

Presented by: Erik Hamilton

Purpose: To host EDI training for all staff.

Funding Source: 100% funded through OEI grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

It was moved by Joe McRae, seconded by Martha Halko, that the contract (CRC2023-167) with Johnson Controls from November 1, 2023 through October 31, 2024. Amount to be paid to Johnson Controls is not to exceed \$7,990.00.

Presented by: Erik Hamilton

Purpose: To provide security system service and maintenance.

Funding Source: 100% funded by CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

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 1:41 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, and Judy Wirsching

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Benjamin & Grace Peck
Address: 2122 North Ave.
City, State, Zip: Parma, OH 44134
CRC No: CRC 2023-164

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
TNT Construction	\$10,930	\$8,900	\$2,030	\$900
ESTIMATE:	\$10,075.00	\$ 7,200.00	\$ 2,875.00	

Recommended award: TNT Construction

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Name: Kowalski Residence
Address: 1001 Broadrock Court
City, State, Zip: Parma, OH 44134
PPN# 445-15-018
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
Dynamerican	\$8,995.00	\$4,497.50	\$4,497.50	\$8,995.00

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

Selected Contractor Bid: Dynamerican
