

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – October 18, 2016

Meeting called to order by Claire Boettler, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 18, 2016.

Roll Call: The following members were present: 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 4, 2016.

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

CRC 2016-86 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with Tuscarawas County General Health District (Rural Health Clinic) and the Ohio Department of Health (ODH) to provide vaccines to underinsured children at CCBH vaccine clinics. No exchange of funds.

CRC 2016-87 Epidemiology, Surveillance and Informatics Services submitting an amendment to the contract with the Ashtabula County Health Department (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 the Ashtabula County Health Department 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 Judy Wirsching, seconded by Claire Boettler, that the consent agenda, including the minutes of the October 4, 2016 Regular CRC, meeting be approved:

The Secretary called the roll:

Ayes: 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

CRC 2016-88 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for the Breast and Cervical Cancer Project Media and Social Marketing Plan RFP# 2016-03 (ref. enclosed):

Radio One	\$65,000.00	received 10/7/2016 1:09 p.m.
Thundertech	\$65,041.40	received 10/11/2016 10:30 a.m.
Gide, LLC	\$64,000.00	received 10/11/2016 10:09 a.m.
WOIO & WUAB	\$65,040.00	received 10/11/2016 8:40 a.m.
Prosper for Purpose	\$65,041.40	received 10/11/2016 8:37 a.m.

The bids listed above were provided to the program staff for completion of the evaluation process.

CRC 2016-89 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for lead remediation services at 1369 Beach Parkway (Units 1, 2, 3, 4, 5), Lakewood, OH 44107 RFP# 2016-04 (ref. enclosed):

Paragon CMS	\$57,370.00	received 10/18/2016 10:30 a.m.
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The bids listed above were provided to the program staff for completion of the evaluation process.

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

Lead program Bid Opening presented by: Stephanie McConoughey

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It was moved by Rick Novickis, seconded by Chris Kippes that the following quote (CRC 2016-90) for 7614 Chesterfield Ave., Parma, OH 44129 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$11,005.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2016-91) for 20040 Raymond St., Maple Heights, OH 44137 be accepted as the lowest and best, and a contract be awarded to Trademark Industries, LLC in the amount of \$5,600.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2016-92) for 4378 Bayard Rd., South Euclid, OH 44121 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,425.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2016-93) for 10201 Richland Ave., Garfield Heights, OH 44125 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$12,150.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2016-94) for 4388 Ingleside, Warrensville Heights, OH 44128 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$6,065.00 (ref. enclosed).

The Secretary called the roll:

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

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Expenditures: Contracts up to \$25,000.00

It was moved by Judy Wirsching, seconded by Chris Kippes that the following contracts (CRC 2016-95) under the Personal Responsibility Education Program (PREP) grant be approved:

Presented by: Brandy Eaton

Family Planning Association of Northeast Ohio 10/1/16 – 7/31/17 \$17,000.00

Purpose: To assist CCBH with PREP implementation and oversight in Lake, Geauga and Ashtabula counties.

Funding Source: 100% reimbursable through the FY2017 PREP grant.

OhioGuidestone 10/1/16 – 7/31/17 \$24,500.00

Purpose: To assist CCBH with implementing and monitoring the PREP program in Region 7 (Ashtabula, Cuyahoga, Geauga, Lake and Lorain counties).

Funding Source: 100% reimbursable through the FY2017 PREP grant.

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the contract (CRC 2016-96) with Ariel International Center, LLC for the use of their facility for the Health Improvement Partnership – Cuyahoga (HIP-Cuyahoga) Consortium meeting on November 30, 2016 in the amount of \$4,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To provide meeting space for the HIP-Cuyahoga Consortium meeting being held on November 30, 2016.

Funding Source: 100% reimbursable through the SLF HEAL grant.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

None

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Contract Rescissions

None

Break - 1:55 p.m. - 2:02 p.m.

The Secretary called the roll:

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

Other Business

Lead program Bid presented by: John Sobolewski

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2016-89) for 1369 Beach Parkway (Units 1, 2, 3, 4, 5), Lakewood, OH 44107 be accepted as the lowest and best, and a recommendation to award a contract to Paragon CMS in the amount of \$57,370.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:04 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

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CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Breast and Cervical Cancer Project
Title: Media & Social Marketing Plan
RFP No: 2016-03
CRC No: CRC 2016-88

The following quotes were opened on: October 18, 2016
Opened by: Wedad Alhamwi
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Radio One	10/7/2016 1:09 p.m.	\$65,000.00
Thundertech	10/11/2016 10:30 a.m.	\$65,041.40
Gide, LLC	10/11/2016 10:09 a.m.	\$64,000.00
WOIO & WUAB	10/11/2016 8:40 a.m.	\$65,040.00
Prosper for Purpose	10/11/2016 8:37 a.m.	\$65,041.40

Recommended award:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address

Name: John Kerbs - owner
Address: 1369 Beach Pkwy, Units 1-5
City, State, Zip: Lakewood, Oh, 44107
CRC No: CRC 2016-89

The following quotes were opened on: October 18, 2016
Opened by: Wedad Alhamwi
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Paragon CMS	10/18/2016 10:30 a.m.	\$57,370.00

ESTIMATE: \$48,925.00

Recommended award:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Sean Victor
Address: 7614 Chesterfield Ave.
City, State, Zip: Parma, OH 44129
CRC No: CRC 2016-90

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction Co	\$20,080
CB Mullins	\$14,270
Green Home Solutions	\$11,005
Paragon CMS	\$13,855

ESTIMATE: \$15,850.00

Recommended award: Green Home Solutions

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Kareemah Rose
Address: 20040 Raymond St.
City, State, Zip: Maple Hts., OH 44137
CRC No: CRC 2016-91

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction Co	\$12,600
CB Mullins	\$8,400
Green Home Solutions	\$6,475
Trademark Industries	\$5,600

ESTIMATE: \$ 8,575.00

Recommended award: TradeMark Industries

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Sanchena Stevens
Address: 4378 Bayard Rd.
City, State, Zip: South Euclid, OH 44121
CRC No: CRC 2016-92

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction Co	\$6,980
BDL General Contracting	\$6,425
CB Mullins	\$7,190
MCM Homeservices	\$8,330
Paragon CMS	\$7,663
Trademark Industries	\$7,835

ESTIMATE: \$8,700.00

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Maureen Zmina
Address: 10201 Richland Ave.
City, State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2016-93

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$12,370
BDL General Contracting	\$12,150
CB Mullins	\$12,530
MCM Homeservices	\$14,305
Trademark Industries	\$14,495

ESTIMATE: \$13,295.00

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Robyn Taylor
Address: 4388 Ingleside
City, State, Zip: Warrensville Hts., OH 44128
CRC No: CRC 2016-94

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction Co	\$7,910
BDL	\$6,065
CB Mullins	\$6,150
Green Home Solutions	\$9,820
Paragon CMS	\$7,005
Trademark Industries	\$7,875

ESTIMATE: \$8,825.00

Recommended award: BDL General Contracting

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Project Address

Name: John Kerbs - owner
Address: 1369 Beach Pkwy, Units 1-5
City, State, Zip: Lakewood, Oh, 44107
CRC No: CRC 2016-89

The following quotes were opened on: October 18, 2016
Opened by: Wedad Alhamwi
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Paragon CMS	10/18/2016 10:30 a.m.	\$57,370.00

ESTIMATE: \$48,925.00

Recommended award: Paragon CMS