

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – October 3, 2017

Meeting called to order by Rick Novickis, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on October 3, 2017.

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 – September 19, 2017.

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

CRC 2017-193 Environmental Public Health Services submitting an amendment to the contract (CRC 2017-89) with Allenbey Construction Company, LLC under the Lead Hazard Control grant to extend the end of the contract period from September 23, 2017 to November 9, 2017. Amount to be paid to Allenbey Construction Company, LLC to remain the same.

CRC 2017-194 Administration Services submitting a Public Health Experience Agreement with Case Western Reserve University to provide public health experience in women's health disciplines for students from September 1, 2017 through September 30, 2020. No exchange of funds.

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 Claire Boettler, seconded by Judy Wirsching, that the consent agenda, including the minutes of the September 19, 2017 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

Household Sewage Program

CRC 2017-175
7242 W 130th St.
Middleburg Heights, Ohio 44130

No Action at this time on item CRC 2017-175.

CRC 2017-176
7595 Webster Rd.
Middleburg Heights, Ohio 44130

Household Sewage program Bid Opening presented by: Nate McConoughey

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2017-176) for 7595 Webster Rd., Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Suburban Septic Services, Inc. in the amount of \$16,400.00 (ref. enclosed).

The Secretary called the roll:

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

New Items For Review

Bid/Quote Openings \geq \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Chris Kippes, seconded by Judy Wirsching that the following quote (CRC 2017-195) for 4417 East 131st St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a recommendation that a contract be awarded to MCM Home Services in the amount of \$28,225.00 be submitted to the Board for approval (ref. enclosed).

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The Secretary called the roll:

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

Bid/Quote Openings < \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Chris Kippes, seconded by Judy Wirsching that the following quote (CRC 2017-196) for 6173 Turney Rd., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$13,450.00 (ref. enclosed).

The Secretary called the roll:

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

Household Sewage program Bid Opening presented by: Nate McConoughey

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2017-197) for 7236 W 130th St., Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Suburban Septic Services, Inc. in the amount of \$16,325.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Judy Wirsching, seconded by Chris Kippes that the contract (CRC 2017-198) with Zscape Horticulture, LLC for snow removal services from November 1, 2017 through April 30, 2019 for \$165.00 per push and \$90.00 per salt application for parking lot maintenance and \$35.00 per push and \$35.00 per salt application for sidewalk maintenance and additional services as needed (per prices outlined in the contract) be approved.

Presented by: Rebecca Burke

Purpose: To provide snow removal services at CCBH's facility.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

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

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

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business

The Clerk asked the Committee to consider re-scheduling the Regular Meeting of the CRC scheduled for November 7, 2017 at 1:30 p.m. due to it conflicting with the PHAB Site Visit. The Committee was asked to consider moving the meeting to November 6, 2017.

It was moved by Chris Kippes, seconded by Rick Novickis to move the Regular Meeting of the CRC scheduled for November 7, 2017 at 1:30 p.m. to November 6, 2017 at 9:00 a.m.

The Secretary called the roll:

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

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:49 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

5550 Venture Drive ♦ Parma, Ohio 44130

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

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

WORKING QUOTE RESULTS

Project Address

Name: Amy Wicklund
Address: 7595 Webster
City,State, Zip: Middleburg Heights, Ohio 44130
PPN 374-10-020
of Bedrooms 3

PROJECT 100% FUNDED

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Suburban Septic Service Inc	\$16,400

Person Opening Quotes:

Selected By:

Marlene Skovenski

Domenica McClintock, Nate McConoughey

Project awarded to: Suburban Septic Services Inc.

Notes:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Mary Hall
Address: 4417 E.131st St.
City,State, Zip: Garfield Hts., OH 44137
CRC No: CRC 2017-195

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$29,870	\$28,750	\$1,120	\$18,750
CB Mullins	\$29,280	\$27,580	\$1,700	\$17,580
MCM Homeservices	\$28,225	\$27,525	\$700	\$17,525

ESTIMATE: \$26,785.00

Recommended award: MCM Home Services

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Alfred Werman
Address: 6173 Turney Rd.
City, State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2017-196

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Allenbey Construction	\$15,450	\$15,450	\$0	\$5,450
American Builders & Applicators	\$13,450	\$13,450	\$0	\$3,450
CB Mullins	\$14,450	\$14,450	\$0	\$4,450
MCM Homeservices	\$15,700	\$15,700	\$0	\$5,700

ESTIMATE: \$15,600.00

Recommended award: American Bldrs. & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Notes

Name: Rudolph Stacko
Address: 7236 W 130th St.
City,State, Zip: Middleburg Heights, Ohio 44130
PPN# 374-01-040
of Bedrooms 3

The following quotes were received and opened:

NAME OF CONTRACTOR	Install QUOTE	NPDES Permit Fee	Total Project Cost with NPDES Permit Fee	Match	Homeowner Total Match with Permit Cost
Suburban Septic Service Inc	\$16,125	\$200	\$16,325	50%	\$8,162.50

\$0.00

Opened By:
 Marlene Skovenski _____

Selected By:
 Nate McConoughey, Domenica McClintock _____