

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – November 20, 2018

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 November 20, 2018.

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 – November 6, 2018.

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

None

It was moved by Chris Kippes, seconded by Rick Novickis, that the consent agenda, including the minutes of the November 6, 2018 CRC meetings be approved.

The Secretary called the roll:

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

CONTRACTS AND AWARDS:

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

Tabled Items

It was moved by Terry Allan, seconded by Claire Boettler that the following quote (CRC 2018-99) for 16002 W. 130th St., Strongsville, Ohio 44136 be accepted as the lowest and best, and a contract be awarded to Klarich Farms, LLC in the amount of \$19,948.00 (ref. enclosed).

Presented by: Domenica McClintock

The Secretary called the roll:

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

CRC 2018-100
7208 Broadview Rd.
Parma, Ohio 44134

No action at this time.

CRC 2018-123
7454 Bronson Rd.
Olmsted Township, Ohio 44138

No action at this time.

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2018-137) for 16006 W. 130th St., Strongsville, Ohio 44136 be accepted as the lowest and best, and a contract be awarded to Klarich Farms, LLC in the amount of \$19,948.00 (ref. enclosed).

Presented by: Domenica McClintock

The Secretary called the roll:

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

CRC 2018-142 Epidemiology, Surveillance and Informatics Services submitting an agreement with the Association of Ohio Health Commissioners (AOHC) to secure an emergency preparedness consultant from July 1, 2018 to June 30, 2019. Amount to be paid to AOHC is not to exceed \$5,500.00.

Purpose: To allow AOHC to secure an emergency preparedness consultant on behalf of CCBH to serve as a liaison for emergency preparedness planning functions as outlined by the BTeam.

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Funding Source: 100% reimbursable through the FY2019 PHEP grant

No action at this time.

It was moved by Judy Wirsching, seconded by Rick Novickis that the following quote (CRC 2018-148) for 7536 Stearns Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and a contract be awarded to Klarich Farms, LLC in the amount of \$18,050.00 (Total project cost including tap in/sewer connection fee is \$23,050.00) (ref. enclosed).

Presented by: Domenica McClintock

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 Judy Wirsching that the following quote (CRC 2018-149) for 4919 Brainard Rd., Orange Village, Ohio 44022 be accepted as the lowest and best, and a contract be awarded to Klarich Farms, LLC in the amount of \$17,849.00 (Total project cost including tap in/sewer connection fee is \$TBD) (ref. enclosed).

Presented by: Domenica McClintock

The Secretary called the roll:

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

New Items For Review

Bid/Quote Openings \geq \$25,000.00

CRC 2018-159 Housekeeping & Facility Maintenance Services
RFP# 2018-01

CRC 2018-159 Sealed bids were received from the following contractors by the deadline outlined in the Request For Proposal (RFP) for Housekeeping & Facility Maintenance Services RFP# 2018-01 (ref. enclosed):

Crystal Clear Building Services	11/20/18 @ 10:43am	\$4,060.00 per month
Choice Commercial	DISQUALIFIED	
Felix Cleaning Services	11/14/18 @ 12:39pm	\$4,130.00 per month
Hott Associates	11/19/18 @ 1:29pm	\$4,050.00 per month
Ozone Cleaners	11/14/18 @ 3:06pm	\$4,129.38 per month

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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

CRC 2018-160
27912 Pergl Rd.
Solon, Ohio 44139

Item CRC 2018-160 was tabled due to incomplete bids being received. The RFQ has been re-issued.

CRC 2018-161
27605 Pergl Rd.
Glenwillow, Ohio 44139

Item CRC 2018-161 was tabled due to incomplete bids being received. The RFQ has been re-issued.

CRC 2018-162
6845 Richmond Rd.
Glenwillow, Ohio 44139

Item CRC 2018-161 was tabled due to incomplete bids being received. The RFQ has been re-issued.

It was moved by Terry Allan, seconded by Chris Kippes that the following quote (CRC 2018-163) for 2555 W Ridgewood Dr., Parma, Ohio 44134 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$6,879.00 (Total project cost including tap in/sewer connection fee is \$7,669.00) (ref. enclosed).

Presented by: Domenica McClintock

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 Rick Novickis that the following quote (CRC 2018-164) for 6880 Fitch Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$13,450.00 (Total project cost including tap in/sewer connection fee is \$18,450.00) (ref. enclosed).

Presented by: Domenica McClintock

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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 Judy Wirsching, seconded by Claire Boettler that the contract (CRC 2018-165) with The Baldwin Group, Inc. from December 1, 2018 through November 30, 2019 in the amount of \$865.17 be approved.

Presented by: Claire Boettler

Purpose: To provide HDIS software used for BCMH charting and billing and historical resource for Immunization clients.

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

It was moved by Judy Wirsching, seconded by Rick Novickis that the addendum (CRC 2018-166) to the contract with Cleveland Rape Crisis Center (CRC 2018-49 & 2018-73) under the Prevent Premature Fatherhood (PPF) grant to increase the amount to be paid to Cleveland Rape Crisis Center from \$9,000.00 to \$11,100.00 be approved.

Presented by: Maurice Cole

Purpose: To provide 13 additional youth group sessions on the topics of healthy relationships, consent and role of gender.

Funding Source: 100% reimbursable through the FY2018 PPF grant.

The Secretary called the roll:

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

It was moved by Terry Allan, seconded by Chris Kippes that the addendums (CRC 2018-167) to the following contracts (Resolutions 2018-53 & 2018-79 & 2018-107 & 2018-141) under the HRSA Ryan White Part A Program grant be approved:

	<u>Amount to be paid to not to exceed</u>	
	<u>From</u>	<u>To</u>
Far West Center	\$ 1,447.00	\$ 3,176.00
Near West Side	\$ 10,334.00	\$ 26,500.00
Nueva Luz	\$495,174.00	\$504,838.00

Presented by: Claire Boettler

Purpose: To provide services to low-income, uninsured and underinsured HIV positive persons.

Funding Source: 100% reimbursable through the FY2019 HRSA Ryan White grant.

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

None

Contract Rescissions

None

Other Business

None

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 2:08 p.m.

The Secretary called the roll:

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

Committee Chair

Clerk

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

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Shields Residence
Address: 16002 W 130th St
City,State, Zip: Strongsville, Ohio 44136
PPN# 399-19-007
of Bedrooms 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Klarich Farms LLC	\$19,948.00	\$0.00	\$16,955.80	\$2,992.20	\$19,948.00
KMU Trucking	\$43,800.00	\$0.00	\$37,230.00	\$6,570.00	\$43,800.00

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Klarich Farms LLC
Connection Fee/Tap-In Fee Paid To: N/A

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Aldrige Residence
Address: 16006 W 130th St
City, State, Zip: Strongsville, Ohio 44136
PPN# 399-19-003
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 100%	Owner Match 100%	Project Cost
Klarich Farms LLC	\$19,948.00	\$0.00	\$19,948.00	\$0.00	\$19,948.00
KMU Residential, LLC	\$43,800.00	\$0.00	\$43,800.00	\$0.00	\$43,800.00

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Klarich Farmms LLC
Connection Fee/Tap-In Fee Paid To: N/A

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Tonkin Residence
Address: 7536 Stearns
City,State, Zip: Olmsted Twp, Ohio 44138
PPN# 264-14-040
of Bedrooms 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	Tap-In/Trunk Sewer Connection Fee	WPCLF Program Cost 100%	Project Cost
Klarich Farms LLC	\$18,050.00	\$2,453.00	\$2,547.00	\$23,050.00	\$23,050.00

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Klarich Farms LLC
Connection Fee/Tap-In Fee Paid To: Cuyahoga County Department of Public Works & City of North Olmsted

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: DeSantis Residence
Address: 4919 Brainard
City,State, Zip: Orange Ohio 44022
PPN# 901-36-017
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Klarich Farms LLC	\$17,849.00	TBD	TBD	TBD	TBD
KMU trucking and Excavating	\$32,695.00	TBD	TBD	TBD	TBD

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Klarich Farms LLC
Connection Fee/Tap-In Fee Paid To: City of Orange

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Administration
Title: Housekeeping & Maintenance Services
RFP No: 2018-01
CRC No:

The following quotes were opened on: 11/20/18 @ 11:03am
Opened by: Rebecca Burke
Logged in by: Judy Wirsching

NAME OF CONTRACTOR	RECEIVED	HOUSEKEEPING QUOTE	MAINTENANCE QUOTE
Crystal Clear Building Services	11/20/18 @ 10:43am	\$2,635.00	\$1,425.00
Choice Commercial	DISQUALIFIED (only submitted proposal via email not sealed bid)		
Felix Cleaning Services	11/14/18 @ 12:39pm	\$2,730.00	\$1,400.00
Hott Associates	11/19/18 @ 1:29pm	\$3,005.00	\$1,045.00
Ozone Cleaners	11/14/18 @ 3:06pm	\$2,779.38	\$1,350.00

Quote Amounts are represented as monthly costs

Recommended award:

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Lynch Residence
Address: 2555 W. Ridgewood Dr
City, State, Zip: Parma Ohio 44134
PPN# 451-46-004
of Bedrooms 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$6,879.00	\$790.00	\$6,518.65	\$1,150.35	\$7,669.00

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Dynamerican
Connection Fee/Tap-In Fee Paid To: City of Parma

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Ramer Residence
Address: 6880 Fitch Road
City, State, Zip: Olmsted Twp, Ohio 44138
PPN# 262-10-011
of Bedrooms 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	Tap-In/Trunk Sewer Connection Fee	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$13,450.00	\$2,453.00	\$2,547.00	\$16,064.55	\$2,385.45	\$18,450.00

Bids Reviewed by: N. McConoughey and D. McClintock
Selected Contractor Bid: Dynamerican
Connection Fee/Tap-In Fee Paid To: Cuyahoga County Department of Public Works & City of N. Olmsted