

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – February 16, 2021*

Meeting called to order by Terry Allan, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 16, 2021.

Roll Call: The following members were present: Terry Allan, 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 – February 2, 2021.

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

CRC 2021-10 Environmental Public Health Services submitting an Equipment Loan Agreement with the Ohio Department of Health. CCBH is to receive a loaner HEPA vacuum from ODH to loan to residents in Cuyahoga County to conduct lead safe clean up in their homes. No exchange of funds.

CRC 2021-11 Environmental Public Health Services submitting the following contract award authorizations for lead remediation to be rescinded due to home owner requirement not being met:

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ [www.ccbh.net](http://www.ccbh.net)

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

<u>CRC#</u>	<u>Contractor</u>	<u>Address</u>	<u>Award</u>
2020-126	Paragon CMS	1169 Winston, South Euclid	\$17,183.00

It was moved by Rick Novickis, seconded by Martha Halko, that the consent agenda, including the minutes of the February 2, 2021 CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

### **CONTRACTS AND AWARDS:**

#### Tabled Items

It was moved by Martha Halko, seconded by Judy Wirsching that the contract (CRC 2021-8) with Philip Bartosh to serve as the Cuyahoga County Apiary inspector from March 1, 2021 through February 28, 2023 in an amount not to exceed \$7,000.00 be approved.

Presented by: Rick Novickis

Purpose: To conduct Apiary inspections in Cuyahoga County for the 2021-2023 seasons.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

#### New Items For Review

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Martha Halko that the following quote (CRC 2021-11) for 1521 – 1523 Mars Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a recommendation that a contract be awarded to American Builders & Applicators in the amount of \$39,300.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

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It was moved by Rick Novickis, seconded by Terry Allan that the following quote (CRC 2021-12) for 1451 - 1453 E 134th St., Down & Up, East Cleveland, Ohio 44112 be accepted as the lowest and best, and a recommendation that a contract be awarded to Paragon CMS in the amount of \$35,267.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Judy Wirsching that the following quote (CRC 2021-13) for 3603 Menlo Rd., Shaker Heights, Ohio 44120 be accepted as the lowest and best, and a contract be awarded to TNT Construction in the amount of \$20,905.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Rick Novickis, seconded by Terry Allan that the contract (CRC 2021-14) with Cleveland Rape Crisis Center under the Prevent Premature Fatherhood (PPF) grant from January 1, 2021 through March 31, 2021 in an amount not to exceed \$2,100.00 be approved.

Presented by: Martha Halko

Purpose: To facilitate youth discussions under the PPF grant.

Funding Source: 100% reimbursable through the FY2020 PPF grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis that the contract (CRC 2021-15) with WOJU Burten, Bell, Carr Community Radio under the ODH COVID grant from December 15, 2020 through March 15, 2021 in an amount not to exceed \$9,595.00 be approved.

Presented by: Melissa Rodrigo

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Purpose: To increase and knowledge and awareness of COVID-19 related information.

Funding Source: 100% reimbursable through ODH COVID grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

It was moved by Martha Halko, seconded by Terry Allan that the contract (CRC 2021-16) with A.J. Boggs & IXN dba IXN under the Ryan White Part A grant from February 28, 2021 through February 27, 2022 in an amount not to exceed \$18,494.25 be approved.

Presented by: Melissa Rodrigo

Purpose: To collect and host the cumulative client level data for Ryan White.

Funding Source: 100% reimbursable through the FY2021 Ryan White grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:48 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Rick Novickis and Judy Wirsching



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Committee Chair



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Clerk

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