

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE
MINUTES – February 20, 2024

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 20, 2024.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller 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 6, 2024.

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

CRC 2024-21 Population Health submitting a Memorandum of Understanding (MOU) with the Cuyahoga County Juvenile Detention Center under the 2023/2024 Ohio Department of Health Implementing Enhanced HIV P&S for Health Departments grant to provide HIV testing materials, carry out HIV testing at In-Take, and to share data with the Ohio Department of Health from January 16, 2024 to May 31, 2024. No Exchange of funds.

CRC 2024-22 Epidemiology, Surveillance and Informatics Services submitting a Memorandum of Understanding (MOU) agreement with Mayfield City School District for Points of Dispensing (POD) in the event of an emergency will be effective upon signature until terminated. No Exchange of Funds.

CRC 2024-23 Administration Services submitting a Public Health Experience Agreement with Walden University to provide public health experience for students from February 26, 2024 through February 25, 2029. No Exchange of funds.

It was moved by Takisha Fuller, seconded by Rick Novickis, that the consent agenda, including the minutes of the February 6, 2024 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

It was moved by Judy Wirsching, seconded by Joe McRae, that the following contract (CRC 2024-24) for 1844 Rosalind Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$29,050.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Bid/Quote Openings < \$25,000.00

It was moved by Brandy Eaton, seconded by Rick Novickis, that the following contract (CRC 2024-25) for 1342 Argonne Rd., South Euclid, Ohio 44121 be accepted as the lowest and best, and that a contract be awarded to Sosic Painting & Remodeling in the amount of \$18,500.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Joe McRae, seconded by Zach Levar, that the contract (CRC 2024-26) with David W. Knight, D.D.S. under the Dental Sealant grant from January 1, 2024 through December 31, 2024. Amount to be paid to David W. Knight, D.D.S. is not to exceed \$1,000.00 to be approved.

Presented by: Brandy Eaton

Purpose: To serve as the supervising dentist and advise the Dental Sealant team.

Funding Source: 100% reimbursable through the 2024 Dental Sealant grant

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

It was moved by Brandy Eaton, seconded by Judy Wirsching, that the Phase II Service Agreements (CRC 2024-27) with the following communities from January 1, 2024 through December 31, 2025 be approved.

Amount to be received
Not to exceed _____

City of Bedford

\$13,876.00

Purpose: Implementation of the Minimum Control measures (MCM) #3: Illicit Discharge Detection and Elimination (IDDE) and MCM #6: Pollution Prevention/Good Housekeeping for Municipal Operations programming.

Presented by: Megan Symanski

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Contract Rescissions

It was moved by Judy Wirsching, seconded by Brandy Eaton, to rescind the contract (CRC 2023-165) for Dynamerican for sanitary connection and proper abandonment at 1001 Broadrock Court, Parma, Ohio 44134 \$8,995.00.

Presented by: Nate McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Judy Wirsching, seconded by Zach Levar, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:47 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Zach Levar, Rick Novickis, Takisha Fuller and Judy Wirsching

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Britney Townsend
Address: 1844 Rosalind Ave.
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2024-24

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$29,050	\$23,850	\$5,200	\$13,850
Green Home Solutions	\$38,275	\$30,050	\$8,225	\$20,050
Paragon CMS	\$28,015	\$26,165	\$1,850	\$16,165
Sosic Painting & Remodeling	\$31,564	\$25,456	\$6,108	\$15,456
TNT Construction	\$34,450	\$28,400	\$6,050	\$18,400

ESTIMATE: \$25,896.00 \$ 20,996.00 \$ 4,900.00

Recommended award: American Builders & Applicators

NOTE: Paragon requested their bid be removed due to their failure to submit the correct bid amount.

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QUOTE RESULTS

Project Address

Name: Raymond Headen
Address: 1342 Argone Rd.
City, State, Zip: South Euclid, OH 44121
CRC No: CRC 2024-25

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders & Applicators	\$19,000	\$13,500	\$5,500	\$3,500
Green Home Solutions	\$21,700	\$16,100	\$5,600	\$6,100
Sosic Painting & Remodeling	\$18,500	\$13,102	\$5,398	\$3,102
TNT Construction	\$22,900	\$14,400	\$8,500	\$4,400
ESTIMATE:				
	\$19,220.00	\$ 12,720.00	\$ 6,500.00	

Recommended award: Sosic Painting & Remodeling