

CUYAHOGA COUNTY BOARD OF HEALTH

YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

CONTRACT REVIEW COMMITTEE

MINUTES – February 21, 2017

Meeting called to order by Chris Kippes, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 21, 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 – February 7, 2017.

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

CRC 2017-26 Environmental Public Health submitting a Memorandum of Understanding (MOU) with the following communities for CCBH to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 3, 2017 through December 31, 2018. No exchange of funds.

City of Berea
City of Brooklyn
City of East Cleveland
Village of Highland Hills
City of Independence
City of Lyndhurst

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

Village of Valley View

It was moved by Claire Boettler, seconded by Rick Novickis, that the consent agenda, including the minutes of the February 7, 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

CRC 2016-121 Ryan White Part A Program – Direct Services
RFP# 2016-08

No action taken on CRC 2016-121 at this time.

CRC 2016-122 Ryan White Part A Program – Administrative Services
RFP #2016-09

It was moved by Claire Boettler, seconded by Judy Wirsching that the following quote (CRC 2016-122) in response to RFP #2016-09 for Ryan White Part A Program – Administrative Services be accepted as the lowest and best, and a recommendation to award a contract to Promesa Consulting Group in the amount of \$30,677.50 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

None

Bid/Quote Openings < \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Claire Boettler that the following quote (CRC 2017-27) for 1624 Belle Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$17,750.00 (ref. enclosed).

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

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 2017-28) for 2074 Magee Up & Down, Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company, Inc. in the amount of \$8,250.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000

None

Revenue Generating Agreements up to \$25,000

None

Contract Rescissions

None

Other Business

Public Comment – N/A.

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

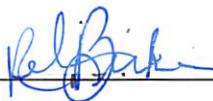
BE IT RESOLVED that the meeting be adjourned at 1:42 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: Ryan White Part A Services
Title: Ryan White Part A - Administrative Services
RFP No: 2016-09
CRC No: CRC 2016-122

The following quotes were opened on: December 20, 2016
Opened by: Shelley Sima
Logged in by: Becki Burke

NAME OF CONTRACTOR	RECEIVED	QUOTE
Promesa Consulting Group	12/16/16 3:00 pm	\$74,130.00

Recommended award: Promesa Consulting Group

Brief Justification:
The RFP was distributed to over 10 potential vendors.
Promesa Consulting was the only response to the RFP.

Recommendation to award a partial contract for \$30,677.50 due to receipt of partial award for grant.

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Patrick Hawley
Address: 1624 Belle Ave.
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-27

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Const. Co	\$27,340
American Builders and Appl	\$20,050
C.B. Mullins	\$20,690
Green Home Solutions	\$17,750
MCM Home Solutions	\$19,975

ESTIMATE: \$15,912.50

Recommended award: Green Home Solution

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Linda Long & Rebecca Meier
Address: 2074 Magee St., Up & Dn
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-28

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allebey Construstion	\$8,520
American Builders & Appl.	\$8,750
Green Home Solutions	\$8,875
MCM Home Services	\$9,075
Mullins Construction	\$8,250

ESTIMATE: \$12,680.00

Recommended award: Mullins Construction