

CUYAHOGA COUNTY

BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – March 7, 2017

Meeting called to order by Terry Allan, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on March 7, 2017.

Roll Call: The following members were present: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers 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 21, 2017.

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

CRC 2017-29 Environmental Public Health Services 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 Bedford Heights
City of Brecksville
Village of Brooklyn Heights
City of Maple Heights
Village of Moreland Hills

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

City of North Royalton
City of Seven Hills
City of University Heights

CRC 2017-30 Environmental Public Health Services submitting an amendment to the contract with BDL General Contracting (CRC 2016-115) under the Lead Hazard Control grant to extend the end of the contract period from February 20, 2017 to May 1, 2017. Amount to be paid to BDL General Contracting to remain the same.

It was moved by Judy Wirsching, seconded by Claire Boettler, that the consent agenda, including the minutes of the February 21, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

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

It was moved by Terry Allan, seconded by Wallace Chambers that the following quotes (CRC 2016-121) in response to RFP #2016-08 for Ryan White Part A Program – Direct Services be accepted as the lowest and best, and a recommendation to award a contract to the following agencies be submitted to the Board for approval (ref. enclosed).

AIDS Healthcare Foundation
AIDS Taskforce of Greater Cleveland
Circle Health
Cleveland Clinic Foundation
Dept. of Senior and Adult Services (DSAS)
Family Planning Services of Lorain County
Far West Center
May Dugan
Mercy Regional Medical Center
MetroHealth Medical Center
Nueva Luz URC
Orca House
Signature Health
University Hospitals of Cleveland

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The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Hip-Cuyahoga Bid Opening presented by: Ann Stahlheber

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2017-31) for videography services for the HIP-Cuyahoga program be accepted as the lowest and best, and a contract be awarded to Cinecraft Productions in the amount of \$12,000.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

CCBH Truck Bid Opening presented by: Joe Lynch

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2017-32) for a CCBH truck be accepted as the lowest and best, and the purchase of a CCBH truck from Liberty Ford, Inc. in an amount not to exceed \$20,139.56 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Wallace Chambers, seconded by Judy Wirsching that the following quote (CRC 2017-33) for 4612 E 90th St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to MCM Home Services in the amount of \$6,750.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

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It was moved by Terry Allan, seconded by Chris Kippes that the following quote (CRC 2017-34) for 14605 Brunswick Ave., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$7,570.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

Expenditures: Contracts up to \$25,000

It was moved by Chris Kippes, seconded by Claire Boettler that the contract (CRC 2017-35) with Cuyahoga County Planning Commission under the Creating Healthy Communities grant from January 1, 2017 through August 31, 2017 in the amount of \$10,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To develop a Community Food Assessment for Cuyahoga County with a focus on CHC priority communities.

Funding Source: 100% reimbursable through the FY2017 CHC grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

It was moved by Claire Boettler, seconded by Chris Kippes that the contract (CRC 2017-36) with Lamar Advertising under the Racial and Ethnic Approaches to Community Health (REACH) grant from May 1, 2017 through September 29, 2017 in the amount of \$20,000.00 be approved.

Presented by: Nichelle Shaw

Purpose: To provide production and advertising space for Active Living and Hypertension advertising campaigns.

Funding Source: 100% reimbursable through the FY2017 REACH grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

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It was moved by Wallace Chambers, seconded by Claire Boettler that the following contracts (CRC 2016-37) under the ODH 2017 Injury Prevention grant be approved:

Presented by: Allisyn Leppla

Medina County Health District 2/1/17 – 12/31/17 \$15,000.00

Purpose: To establish and expand capacity of PDO coalition, working with local prescribers, assessing OARRS usage rates and increasing access to naloxone.

Funding Source: 100% reimbursable through the FY2017 ODH Injury Prevention grant.

The MetroHealth System 2/1/17 – 12/31/17 \$17,532.66

Purpose: For the implementation of an educational curriculum for physicians, expansion of Project DAWN education and distribution and training of law enforcement to carry naloxone.

Funding Source: 100% reimbursable through the FY2017 ODH Injury Prevention grant.

Recovery Resources 2/1/17 – 12/31/17 \$ 8,000.00

Purpose: To expand capacity and address prescription drug overdose in Cuyahoga County.

Funding Source: 100% reimbursable through the FY2017 ODH Injury Prevention grant.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers and Judy Wirsching

Revenue Generating Agreements up to \$25,000

None

Contract Rescissions

None

Other Business

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:36 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Wallace Chambers 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 - Direct Services
RFP No: 2016-08
CRC No: CRC 2016-121

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

NAME OF CONTRACTOR	RECEIVED	QUOTE
Aids Taskforce of Greater Cleveland	12/16/16 @ 10:14 am	\$197,356.00
AIDS Healthcare Foundation	12/16/16 @ 10:14 am & 12/19/16 @ 8:34am	\$86,904.00
Circle Health Services	12/16/16 @ 2:11 pm	\$200,685.27
Cleveland Clinic	12/19/16 @ 8:32 am	\$258,087.00
Cleveland Dental Institute, LLC	12/19/16 @ 10:47 am	\$117,000.00
Department of Senior and Adult Services	12/16/16 @ 11:39 am	\$75,000.00
Family Planning Services of Lorain County	12/19/16 @ 9:48 am	\$19,163.00
Far West Center	12/19/16 @ 9:01 am	\$33,700.00
Lorain UMADAOP	12/19/16 @ 9:25 am	\$53,606.00
Mercy Regional Medical Center	12/19/16 @ 8:45 am	\$244,623.00
Metro Health	12/16/16 @ 3:44 pm	\$1,872,874.00
Near West Side Multi-Service Corporation	12/19/16 @ 10:51 am	\$75,656.00
Nueva Luz	12/19/16 @ 8:28 am	\$611,945.00
Orca House	12/19/16 @ 8:53 am	\$48,481.00
Signature Health	12/16/16 @ 1:25 pm	\$177,702.50
University Hospitals of Cleveland	12/16/16 @ 3:44 pm	\$1,143,144.00

Recommended award: List attached

Brief Justification:

The RFP was distributed to over 20 potential sub-recipients. Only two responses that were submitted will not be funded due to one not meeting the 501.c3 requirement and the other was reviewed by local community partners and recommended they not be funded.

Recommendation award a partial contracts due to receipt of partial awards.

**Ryan White Part A
Cleveland TGA
Service Summary By Provider - FY2017**

	AIDS Healthcare Foundation	AIDS Taskforce of Greater Cleveland	Circle Health	Cleveland Clinic Foundation	Dept. of Senior and Adult Services (DSAS)	Family Planning Services of Lorain County	Far West Center	May Dugan	Mercy Regional Medical Center	MetroHealth Medical Center	Nierva Luz URC	Orca House	Signature Health	University Hospitals of Cleveland
Core Services														
Early Intervention Services (EIS)			X			X				X			X	
HIPCSA										X				X
Home and Community Based Health Services					X									
Home Health Care					X									
Medical Case Management			X	X					X	X	X		X	X
Medical Nutrition Therapy										X			X	X
Mental Health Services				X		X	X			X			X	X
Oral Health Services			X							X				X
Outpatient Ambulatory Medical Care (OAMC)	X		X	X					X	X			X	X
Substance Abuse - Outpatient										X		X	X	
Support Services														
Case Management (non-medical)		X								X	X			X
Emergency Financial Assistance	X		X	X						X			X	X
Food Bank / Home Delivered Meals		X									X			
Legal Services											X			
Medical Transportation Services		X		X		X	X	X	X	X	X		X	X
Outreach				X						X			X	X
Psychosocial Support Services				X						X			X	X
Substance Abuse - Residential												X		

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: HIP-Cuyahoga/Saint Luke's Foundation
Title: HIP-Cuyahoga Video
RFQ No: RFQ 2017-01
CRC No: 2017-31

The following quotes were received and opened on:

NAME OF CONTRACTOR	RECEIVED	QUOTE	
Bob Stefanov Productions	2/2/2017	\$13,200.00	one video
Cinecraft Productions	2/10/2017	\$12,000.00	3 (per email)
Dream Writer	2/17/2017	only provided rates	
Forte Nox	2/16/2017	\$9,850.00	one video
Hatha Communications	2/14/2017	\$12,000.00	
Impact	2/14/2017	\$12,000.00	one video
North Water Partners	2/16/2017	\$12,000.00	
Outside the Lines	2/10/2017	only provided rates	
Purple Authentic Film Production	2/14/2017	only provided rates	
Roux Creative	2/20/2017	\$12,000.00	
Sequential Image Productions	2/2/2017	\$10,750.00	
Second Story Film	2/16/2017	\$11,960.00	
The Cleveland Film Company	2/20/2017	only provided rates	
Your Story on Film	2/17/2017	only provided rates	3 (per email)
Yurich Creative	2/14/2017	\$7,800.00	

Recommended award: Cinecraft

Brief Justification:

The HIP-Cuyahoga internal team reviewed the proposals, screened sample videos and called references. The team selected the top 5 choices from the initial 13, and then scored the proposals in more detail, and going back to ask questions for more detail they were if needed. Cinecraft had the highest score, and will be able to provide the best product based on the quote and their responses to questions. (see scoring sheet)

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: EPH General Revenue
Title: CCBH - Truck
RFQ No: RFQ 2017-03
CRC No: CRC2017-32

The following quotes were received and opened on:

NAME OF CONTRACTOR	RECEIVED	QUOTE
Liberty Ford, Inc.	2/23/17	\$20,139.56

Recommended award: Liberty Ford, Inc.

Brief Justification:

Lynch visited Spitzer Ram, Brook Park, Liberty Ford, Parma Hts., and GMC Strongsville.
Dropped off cover letter and truck specification sheet to salesperson

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Kimyata Anderson
Address: 4612 E.90th St.
City, State, Zip: Garfield Hts., OH 44125
CRC No: CRC 2017-33

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$9,180
CB Mullins	\$7,010
Green Home Solutions	\$8,540
MCM Homeservices	\$6,750

ESTIMATE: \$7,940.00

Recommended award: MCM Home Services

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Talisha L. Rean
Address: 14605 Brunswick
City, State, Zip: Maple Hts., OH 44137
CRC No: CRC 2017-34

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE
Allenbey Construction	\$8,205
CB Mullins	\$8,450
Green Home Solutions	\$7,570
MCM Homeservices	\$9,200

ESTIMATE: \$6,425.00

Recommended award: Green Home Solution