

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – April 16, 2019

Meeting called to order by Rick Novickis, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 16, 2019.

Roll Call: The following members were present: Romona Brazile, Amy Wanchisn, 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 – April 2, 2019.

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

CRC 2019-68 Environmental Public Health Services submitting Memorandum of Understanding (MOU) with the following communities to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 2, 2019 through December 31, 2021. No exchange of funds.

City of Highland Hills
City of Middleburg Heights

CRC 2019-69 Administrative Services submitting a Volunteer and Employee Criminal History System (VECH) User Agreement with the Ohio Attorney General, Bureau of

5550 Venture Drive ♦ Parma, Ohio 44130

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Criminal Investigation (BCI) to establish CCBH as a VECHS employer from April 17, 2019 through April 17, 2022. No exchange of funds.

It was moved by Judy Wirsching, seconded by Romona Brazile, that the consent agenda, including the minutes of the April 2, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

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.

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

No Action at this time.

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

No Action at this time.

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

No Action at this time.

New Items For Review

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Bid/Quote Openings \geq \$25,000.00

None

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

Lead Program Bid Openings Presented by: Stephanie McConoughey

It was moved by Amy Wanchisn, seconded by Rick Novickis that the following quote (CRC 2019-70) for 11548 Lawndale, Parma Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$11,900.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Romona Brazile that the following quote (CRC 2019-71) for 19011 Fairway 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 \$4,650.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Amy Wanchisn, seconded by Rick Novickis that the following contracts (CRC 2019-72) under the HRSA Ryan White Part A Program grant from March 1, 2019 through February 29, 2020 be approved:

	Amount to be paid <u>not to exceed:</u>
Family Planning Services of Lorain County	\$20,000.00
Far West Center	\$ 3,200.00

Presented by: Melissa Rodrigo

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

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

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The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Romona Brazile, seconded by Judy Wirsching that the contract (CRC 2019-73) with Radio One under the REACH grant from May 6, 2019 through August 25, 2019 in the amount of \$11,212.00. be approved.

Presented by: Ann Stahlheber

Purpose: To provide marketing and promotional campaigns for the REACH program.

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

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Amy Wanchisn that the addendum (CRC 2019-74) to the contract with Azalea Health (Resolution 2018-32 & CRC 2018-145) to decrease the amount paid to Azalea Health from \$65,630.00 to \$54,350.00 be approved.

Presented by: Judy Wirsching

Purpose: The contract reduction is due to the removal of Clearinghouse services which is being paid directly to Waystar (Navicure).

Funding Source: 100% funded through CCBH General Revenue

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

It was moved by Judy Wirsching, seconded by Amy Wanchisn that the Stormwater Service Agreement (CRC 2019-75) with the City of Middleburg Heights from January 2, 2019 through December 31, 2021 in the amount of \$1,500.00 be approved.

Presented by: Rick Novickis

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

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The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:43 p.m.

The Secretary called the roll:

Ayes: Romona Brazile, Amy Wanchisn, Rick Novickis and Judy Wirsching



Committee Chair



Clerk

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QUOTE RESULTS

Project Address

Name: Wayne Bryant
Address: 11548 Lawndale Dr.
City, State, Zip: Parma Hts., Ohio 44130
CRC No: CRC 2019-70

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Allenbey	\$14,040	\$10,800	\$3,240	\$800
American Builders & Applicators	\$12,050	\$8,650	\$3,400	\$0
CB Mullins	\$14,540	\$9,090	\$5,450	\$0
Green Home Solutions	\$11,900	\$9,000	\$2,900	\$0
ESTIMATE:	\$13,424.00	\$ 10,225.00	\$ 3,199.00	

Recommended award: Green Home Solutions

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QUOTE RESULTS

Project Address

Name: Keyana Richardson
Address: 19011 Fairway Ave.
City, State, Zip: Maple Hts., Ohio 44137
CRC No: CRC 2019-71

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Allenbey	\$5,700	\$5,100	\$600	\$0
American Builders & Applicators	\$5,200	\$4,450	\$750	\$0
CB Mullins	\$5,200	\$4,800	\$400	\$0
Green Home Solutions	\$4,650	\$4,100	\$550	\$0
ESTIMATE:	\$5,712.50	\$ 5,012.50	\$ 700.00	

Recommended award: Green Home Solutions