

CUYAHOGA COUNTY  
BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

*CONTRACT REVIEW COMMITTEE  
MINUTES – April 18, 2023*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 18, 2023.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, 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 – April 4, 2023.

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

None

It was moved by Rick Novickis, seconded by Judy Wirsching, that the consent agenda, including the minutes of the April 4, 2023 CRC meeting be approved.

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

**CONTRACTS AND AWARDS:**

Tabled Items:

It was moved by Martha Halko, seconded by Judy Wirsching, that the following quote (CRC 2022-47) for Strategic Planning Services be accepted as the lowest and best, and that a contract be awarded to MKM Management Consulting, LLC in the amount of \$24,360.00 (ref. enclosed).

Presented by: Becki Burke

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

*None*

Bid/Quote Openings < \$25,000.00

Lead Program

Presented by: Stephanie McConoughey

It was moved by Joe McRae, seconded by Takisha Fuller, that the following quote (CRC 2023-58) for 23101 Ivan Ave, Euclid, Ohio 44123 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$19,050.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Judy Wirsching, that the following quote (CRC 2023-59) for 1247 Plainfield Rd, South Euclid, Ohio 44121 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$8,850.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Household Sewage Program

Presented by: Nate McConoughey

It was moved by Martha Halko, seconded by Joe McRae, that the following quote (CRC 2023-60) for 21265 Willow Lane, Strongsville, Ohio 44136 be accepted as the lowest and best, and that a contract be awarded TK Plumbing and Sewer Repair, LLC in the amount of \$5,825.50 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Presented by: Nate McConoughey

It was moved by Rick Novickis, seconded by Martha Halko, that the following quote (CRC 2023-61) for 12977 W. 130<sup>th</sup> St., North Royalton, Ohio 44133 be withdrawn, due to the projected cost of the project, requiring it to go through the RFP process.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Judy Wirsching, seconded by Rick Novickis, that the addendum (CRC 2023-62) to the contract with KMU Trucking and Excavating (CRC 2022-189) under the Water Pollution Loan Fund grant to increase the amount to be paid to KMU Trucking and Excavating from \$8,495.00 to \$11,450.00 to be approved.

Purpose: To complete additional work found during the project completion.

Funding Source: 85% reimbursable through the WPCLF grant and 15% reimbursable through homeowner match.

Presented by: Nate McConoughey

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Martha Halko, seconded by Joe McRae, that the following Independent Contractor Agreements (CRC 2023-63) under the EPH General Revenue Tobacco 21 program from May 1, 2023 through August 1, 2023 to be approved.

<u>Independent Contractor</u>	<u>Not to Exceed</u>
Porter McConoughey	\$600.00
Jacob Pitcole	\$600.00

Purpose: To assist CCBH staff as they conduct underage Tobacco 21 Program compliance checks at businesses that sell tobacco products.

Funding Source: 100% funded through CCBH General Revenue.

Presented by: Rick Novickis

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rick Novickis, that the contract with Equality Ohio, Inc. (CRC 2022-64) under the Resources and Services Administration (HRSA) Ending the HIV epidemic (EHE Care) grants from April 1, 2023 through February 28, 2024. Amount to be paid to Equality Ohio, Inc. is not to exceed \$22,000.00 to be approved.

Purpose: To provide psychosocial and peer support for people living with HIV/AIDS through healing weekend retreats provided by Sankofa HIV Initiative.

Funding Source: 100% reimbursable through FY2023 Ending the HIV Epidemic (EHE Care) grant.

Presented by: Brian Lutz

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:52 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Takisha Fuller and Judy Wirsching

  
Committee Chair

  
Clerk

**CUYAHOGA COUNTY BOARD OF HEALTH**

**RFQ RESULTS**

**Program:** Organizational Development  
**Title:** Strategic Planning Consultant Services  
**RFQ No:** 2023-02  
**CRC No:** 2023-47

The following quotes were received and opened on:

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
MKM Management Consulting, LLC	3/3/2023 @ 11:23 a.m.	\$24,360.00
Evident Analytics	3/3/2023 @ 12:08 p.m.	\$19,866.00
Fourth Economy	3/20/2023 @ 2:45 p.m.	\$24,445.00
Strategy Solutions, Inc.	3/20/2023 @ 3:25 p.m.	\$24,500.00

**Recommended award: MKM Management Consulting, LLC**

**Brief Justification:**

MKM Management Consulting, LLC was the top scoring proposal and is the selected consultant by the review team based on their vast, demonstrated experience working with public health and local government agencies for strategic planning consultant services. They expressed a clear understanding of the required deliverables and timeline for CCBH's strategic planning process. MKM Management Consulting, LLC is also a local, diverse vendor ( certified WBE, MBE, SBE located within Cuyahoga County).





# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Koch Residence  
**Address:** 21265 Willow Lane  
**City,State, Zip:** Strongsville, Ohio  
**44136**  
**PPN#** 391-14-038  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
KMU Trucking & Excavating, LLC	\$5,975.00	\$5,078.75	\$896.25	\$5,975.00
Dynamerican	\$8,995.00	\$7,645.75	\$1,349.25	\$8,995.00
TK Plumbing and Sewer Repair LLC	\$5,825.50	\$4,951.68	\$873.82	\$5,825.50

**Bids Reviewed by:** Nate McConoughey, Marlene Skovenski, Pam Sawchyn

**Selected Contractor Bid:** TK Plumbing and Sewer Repair LLC

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Amoroso Residence  
**Address:** 12977 West 130th St.  
**City,State, Zip:** North Royalton, Ohio 44133  
**PPN#** 483-08-006  
**# of Bedrooms** 2

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
KMU Trucking & Excavating LLC	\$52,408.00	\$26,204.00	\$26,204.00	\$52,408.00

**Bids Reviewed by:** N. McConoughey, M. Conklin

**Selected Contractor Bid:** \_\_\_\_\_

**Connection Fee/Tap-In Fee Paid To:** \_\_\_\_\_

**WRITTEN ADDENDUM NO. 1**

To Water Pollution Control Loan Fund (WPCLF) Contract

Date: February 27, 2023

CRC 2022-189

Notwithstanding anything to the contrary, the terms and conditions of this Addendum No. 1, entered and executed this 7 day, March, 2023 and effective immediately upon execution, shall expressly modify and amend the terms and conditions of the Water Pollution Control Loan Fund contract between the Cuyahoga County District Board of Health, hereinafter referred to as Board and KMU Trucking and Excavating LLC, hereinafter, referred to as Contractor, dated February 14, 2023 (CRC 2022-189) concerning WPCLF services at 7410 Stearns Rd., Olmsted Township, Ohio 44138.

1. The Parties mutually agree to modify the lump sum price of the agreement by increasing the price not to exceed from \$8,495.00 to \$11,450.00 for additional work to be performed as described in Attachment 1.
2. All other terms and conditions set forth in the aforementioned agreement shall remain in full force and effect.
3. This addendum shall be incorporated in and made part of the aforementioned Agreement between parties.

The parties declare and acknowledge that they or their duly authorized representatives have full authority to enter and execute this Addendum No. 1 on behalf of the principal that they respectively represent, that they each have fully reviewed the terms and conditions expressed in this Addendum No. 1 and fully understand the meaning and intent of this amendment to the original agreement, including but not limited to, its final, binding effect.

Signed at \_\_\_\_\_, Ohio on the dates indicated below.

**FOR THE BOARD:**

Approved as to form.

\_\_\_\_\_  
Roderick Harris DrPH  
Health Commissioner

\_\_\_\_\_  
John Mills,  
General Counsel

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**FOR KMU Trucking and Excavating:**

\_\_\_\_\_  
Name  
Title

\_\_\_\_\_  
Print name  
Date: \_\_\_\_\_