

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – April 6, 2021

Meeting called to order by Martha Halko, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 6, 2021.

Roll Call: The following members were present: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

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 – March 16, 2021.

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

CRC 2021-25 Prevention and Wellness Services submitting Data Use Agreement with Starting Point under the Early Ages Health Stages (EAHS) grant from April 1, 2021 through March 31, 2023 to provide EAHS local Step to Quality data annually. No exchange of funds.

It was moved by Terry Allan, seconded by Jana Rush, that the consent agenda, including the minutes of the March 16, 2021 CRC meeting be approved.

The Secretary called the roll:

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

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

CRC 2021-26 Quotes were received from the following contractors by the deadline outlined in the Request For Quotes (RFQ) Mosquito Larvicide Briquettes – RFQ# 2021-01 (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Adapco	3/29/2021 @ 3:34 pm	\$20,656.00
Verseris	3/23/2021 @ 11:25 am	no quote
Clarke	3/22/2021 @ 10:40 am	\$22,250.00

Mosquito Larvicide Briquettes Bid Openings presented by: Joe Lynch

The quotes listed above will be reviewed by the program staff for completion of the purchase requisition process to purchase mosquito larvicide briquettes.

Lead Program Bid Openings presented by: Marlene Skovenski

It was moved by Terry Allan, seconded by Wallace Chambers that the following quote (CRC 2021-27) for 4649 Horton Rd., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to TNT Construction in the amount of \$11,205.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

It was moved by Wallace Chambers, seconded by Jana Rush that the following quote (CRC 2021-28) for 13408 Oakview Blvd., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$10,900.00 (ref. enclosed).

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The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

It was moved by Terry Allan, seconded by Martha Halko that the following quote (CRC 2021-29) for 20614 Sunset Dr., Warrensville Heights, Ohio 44122 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$14,125.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

Expenditures: Contracts up to \$25,000.00

It was moved by Wallace Chambers, seconded by Martha Halko that the addendum (CRC 2021-30) to the contract with American Pinnacle Construction Inc. (CRC 2020-107) under the Lead Hazard Control grant to increase the amount to be paid to American Pinnacle Construction Inc. from \$13,210.00 to \$13,660.00 be approved.

Presented by: Stephanie McConoughey

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

Funding Source: 100% reimbursable through the Lead Hazard Control grant.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

It was moved by Terry Allan, seconded by Jana Rush that the addendum (CRC 2021-31) to the contract with Conduent Healthy Communities Corporation (Resolution 2019-18, CRC 2019-139) under the HealthComp Foundation grant to increase the amount to be paid to Conduent Healthy Communities Corporation from \$289,300.00 to \$297,500.00 be approved.

Presented by: Samantha Smith

Purpose: To add health behavior indicators to the Conduent platform for HealthComp.

Funding Source: 100% reimbursable through HealthComp Foundation grant and project partners.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

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It was moved by Wallace Chambers, seconded by Martha Halko that the service agreement (CRC 2021-32) with PandaDoc from April 6, 2021 through April 5, 2022 for e-signature services in an amount not to exceed \$456.00 be approved.

Presented by: Rebecca Burke

Purpose: To provide e-signature services to CCBH for the term of the contract.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

It was moved by Terry Allan, seconded by Jana Rush that the contract (CRC 2021-33) with Magellan Healthcare, Inc. for employee assistance program (EAP) services from May 1, 2021 through April 30, 2024 at a rate of \$1.75 per employee/month be approved.

Presented by: Najeebah Shine

Purpose: To provide employee assistance program (EAP) services to CCBH employees.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

It was moved by Wallace Chambers, seconded by Martha Halko that the contract (CRC 2021-34) with Johnson Controls from June 1, 2021 through May 31, 2022 in the amount of \$5,350.00 be approved.

Presented by: Rebecca Burke

Purpose: To provide software maintenance for the AMAG Security System.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

Thereupon, it was moved by Jana Rush, seconded by Wallace Chambers, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:50 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Martha Halko, Jana Rush and Wallace Chambers



Committee Chair



Clerk

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CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: Vector Control
Title: Mosquito Briquettes
RFQ No: 2021-1
CRC No: 2021-26

The following quotes were received and opened on:

NAME OF CONTRACTOR	RECEIVED	QUOTE
Adapco	3/29/2021 @ 3:34 pm	\$20,656.00 - not product we request
Verseris	3/23/2021 @ 11:25 am	does not carry product
Clarke	3/22/2021 @10:40 am	\$22,250.00

Recommended award: Clarke

Brief Justification: Best and Lowest complete bid of all products on spec sheet

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