

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – May 21, 2019*

Meeting called to order by Chris Kippes, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on May 21, 2019.

Roll Call: The following members were present: 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 – May 7, 2019.

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

CRC 2019-91 Environmental Public Health Services submitting an amendment to the contract (CRC 2019-42) with C.B. Mullins Construction Co. under the Lead Hazard Control grant to extend the end of the contract period from May 25, 2019 to June 25, 2019. Amount to be paid to Mullins Construction Co. is to remain the same.

CRC 2019-92 Epidemiology Surveillance and Informatics Services submitting a Mutual Aid Agreement with the Northeast Ohio Region to provide additional environmental health, nursing and other public health services to one another when responding to a public health threat upon execution and indefinitely. No exchange of funds.

5550 Venture Drive ♦ Parma, Ohio 44130

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CRC 2019-93 Prevention and Wellness Services submitting a Data Use Agreement with Kent State University to conduct an evaluation of the Ohio Healthy Program under the Child Obesity grant. No exchange of funds.

CRC 2019-94 Administration Services submitting and Educational Program Host Agreement with the Alzheimer's Association to present a Lunch and Learn for CCBH Employees on June 12, 2019. No exchange of funds.

It was moved by Judy Wirsching, seconded by Claire Boettler, that the consent agenda, including the minutes of the May 7, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Chris Kippes, Wallace Chambers 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.

#### New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Lead Program Bid Openings Presented by: Stephanie McConoughey

It was moved by Claire Boettler, seconded by Wallace Chambers that the following quote (CRC 2019-95) for 4417 Alpha Avenue Up & Down, Newburgh Heights, Ohio 44105 be accepted as the lowest and best, and a recommendation that a contract be awarded to C.B. Mullins Construction Co. in the amount of \$34,950.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2019-96) for 1240 Melbourne Road, East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Co. in the amount of \$30,520.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

Bid/Quote Openings < \$25,000.00

Lead Program Bid Openings Presented by: Stephanie McConoughey

It was moved by Claire Boettler, seconded by Wallace Chambers that the following quote (CRC 2019-97) for 5161 Clement Avenue, Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$3,250.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Wallace Chambers, seconded by Judy Wirsching that the following quote (CRC 2019-98) for 5207 Theodore Street, Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$11,300.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Chris Kippes that the following quote (CRC 2019-99) for 13407 Third Avenue, East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Green Home Solutions in the amount of \$16,420.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Wallace Chambers that the following quote (CRC 2019-100) for 13108 Willard Avenue, Garfield Heights, Ohio 44125 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins

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Construction Co. in the amount of \$5,930.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

CRC 2019-101 Epidemiology Surveillance and Informatics Services submitting an agreement with A Vision of Change, Inc. (AVOC) from June 1, 2019 through May 31, 2020. Amount to be paid to AVOC is not to exceed \$13,200.00.

Presented by: Chris Kippes and Nichelle Shaw

Purpose: To deploy community health workers in the cities of Cleveland and East Cleveland to engage residents in the completion of adult and youth surveys as part of the 2019 shared community health needs assessment.

Funding Source: 100% reimbursable by FY2019 HealthComp Foundation grant.

It was moved by Claire Boettler, seconded by Judy Wirsching that item CRC 2019-101 be tabled for further review prior to approval.

The Secretary called the roll:

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

It was moved by Wallace Chambers, seconded by Chris Kippes that the agreement (CRC 2019-102) with the Ohio Bureau of Criminal Identification and Investigation (BCI) authorizing CCBH to administer the National Webcheck Program from June 1, 2019 through May 31, 2022 be approved. Fees to be paid to BCI are set by the Superintendent of BCI.

Presented by: Rebecca Burke on behalf of Ann Dunham

Purpose: To enable CCBH to conduct criminal background checks for employees and independent contractors.

Funding Source: 100% funded by CCBH General Revenue.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

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None

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:07 p.m.

The Secretary called the roll:

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



\_\_\_\_\_  
Committee Chair



\_\_\_\_\_  
Clerk





**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Accandrea Bell  
**Address:** 5161 Clement Ave.  
**City, State, Zip:** Maple Hts., OH 44137  
**CRC No:** CRC 2019-97

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
Allenbey Construction	\$6,340	\$5,250	\$1,090	\$500
American Builders & Applicators	\$3,250	\$2,500	\$750	\$500
CB Mullins	\$3,600	\$2,700	\$900	\$500
Green Home Solutions	\$6,750	\$6,100	\$650	\$500
<b>ESTIMATE:</b>	\$4,845.00	\$ 4,002.50	\$ 842.50	

**Recommended award:** American Builders & Applicators







