

# CUYAHOGA COUNTY BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

*MINUTES – June 19, 2018*

Meeting called to order by Rick Novickis, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on June 19, 2018.

Roll Call: The following members were present: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

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 – June 5, 2018.

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

CRC 2018-95 Prevention and Wellness Services submitting an addendum to the contract (Resolution 2017-27 & CRC 2017-225) with the City of Cleveland Department of Public Health (CDPH) under the ODH Immunization Action Plan (IAP) grant to change the deliverable reimbursement requirements. Amount to be paid to CDPH is to remain the same.

CRC 2018-96 Administrative Services submitting an addendum to the contract (2018-38) with Asbury Consulting, LLC to extend the end of the contract period from June 29, 2018 to August 31, 2018. Amount to be paid to Asbury Consulting, LLC is to remain the same.

5550 Venture Drive ♦ Parma, Ohio 44130

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Terrence M. Allan, R.S., M.P.H. Health Commissioner

It was moved by Amy Wanchisn, seconded by Romona Brazile, that the consent agenda, including the minutes of the June 5, 2018 Regular CRC meeting be approved.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

### **CONTRACTS AND AWARDS:**

#### Tabled Items

CRC 2018-85  
7699 Stearns Rd.  
Olmsted Township, Ohio 44138

CRC 2018-86  
7632 Pleasantview  
Parma, Ohio 44134

CRC 2018-87  
7735 Stearns Rd.  
Olmsted Township, Ohio 44138

No action taken at this time.

#### New Items For Review

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

None

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

ESI Programming Bid Opening presented by: Amy Wanchisn

It was moved by Wedad Alhamwi, seconded by Terry Allan that the following quote (CRC 2018-97) for ESI programming services be accepted as the lowest and best, and a contract be awarded to Avantia, Inc. in the amount of \$24,500.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Chris Kippes, Rick Novickis and Judy Wirsching

Lead Program Bid Opening presented by: Stephanie McConoughey

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Terrence M. Allan, R.S., M.P.H. Health Commissioner

It was moved by Romona Brazile, seconded by Wedad Alhamwi that the following quote (CRC 2018-98) for 1239 Dorsh, South Euclid, Ohio 44121 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$750.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

Household Sewage Bid Opening presented by: Domenica McClintock

It was moved by Wedad Alhamwi, seconded by Chris Rick Novickis that the following CRC items be tabled and to reissue RFQs for the following properties:

CRC 2018-99  
16002 W 130th St.  
Strongsville, Ohio 44136

CRC 2018-100  
7208 Broadview Rd.  
Parma, Ohio 44134

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

It was moved by Amy Wanchisn, seconded by Wedad Alhamwi that the following quote (CRC 2018-101) for 7562 Hoertz Rd., Parma, Ohio 44134 be accepted as the lowest and best, and a contract be awarded to KMU Residential, LLC in the amount of \$5,590.00 (Total project cost including tap in/sewer connection fee is \$6,380.00) (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

It was moved by Romona Brazile, seconded by Wedad Alhamwi that the following quote (CRC 2018-102) for 27234 Cook Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and a contract be awarded to KMU Residential, LLC in the amount of \$6,550.00 (Total project cost including tap in/sewer connection fee is \$11,550.00) (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

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It was moved by Amy Wanchisn, seconded by Rick Novickis that the following quote (CRC 2018-103) for 7535 Stearns Rd., Olmsted Township, Ohio 44138 be accepted as the lowest and best, and a contract be awarded to KMU Residential, LLC in the amount of \$\$6,850.00 (Total project cost including tap in/sewer connection fee is \$11,850.00) (ref. enclosed).

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

Expenditures: Contracts up to \$25,000.00

It was moved by Wedad Alhamwi, seconded by Amy Wanchisn that the amendment (CRC 2018-104) to the contract with BDL General Contracting (CRC 2017-243) under the Lead Hazard Control grant to extend the end of the contract period June 11, 2018 to July 11, 2018 and increase the amount to be paid to BDL General Contracting from \$9,750.00 to \$12,850.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work not identified in the original scope for the project.

Funding Source: 100% reimbursable through the Lead Hazard Control Program

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

It was moved by Terry Allan, seconded by Wedad Alhamwi that the amendment (CRC 2018-105) to the contract with CB Mullins Construction (CRC 2017-227) under the Lead Hazard Control grant to extend the end of the contract period April 10, 2018 to July 11, 2018 and increase the amount to be paid to CB Mullins Construction from \$29,800.00 to \$30,295.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work not identified in the original scope for the project.

Funding Source: 100% reimbursable through the Lead Hazard Control Program

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

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It was moved by Amy Wanchisn, seconded by Rick Novickis that the contract (CRC 2018-106) with Far West Center under the Ryan White Part A grant from February 28, 2018 through February 28, 2019 in the amount of \$3,715.00 be approved.

Presented by: Romona Brazile

Purpose: To provide direct service care to eligible HIV clients.

Funding Source: 100% reimbursable through the FY2018 Ryan White grant  
The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

It was moved by Wedad Alhamwi, seconded by Amy Wanchisn that the addendums (CRC 2018-107) to the following contracts (CRC 2018-50 & CRC 2018-79) under the HRSA Ryan White Part A Program grant be approved:

	Amount to be paid to not to exceed:	
	<u>From</u>	<u>To</u>
AIDS Healthcare Foundation	\$ 7,200.00	\$ 23,294.00
Family Planning Services of Lorain County	\$ 7,194.00	\$ 15,375.00
Near West Side Multi Service	\$ 7,482.00	\$ 16,466.00

Presented by: Romona Brazile

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

Funding Source: 100% reimbursable through the FY2018 HRSA Ryan White grant  
The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:58 p.m.

The Secretary called the roll:

Ayes: Terry Allan, Romona Brazile, Amy Wanchisn, Rick Novickis and Wedad Alhamwi



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



\_\_\_\_\_  
Clerk

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**RFQ RESULTS**

**Program:** Epidemiology, Surveillance, and Informatics  
**Title:** Informatics Services  
**RFQ No:** 2018-05  
**CRC No:**

The following quotes were received and opened on:

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
Avantia, Inc	5-23-18 12:40pm	\$98 per hour
Incom	5-22-18 4:56pm	\$110 per hour
Silver Dolphin Solutions	5-30-18 7:20am	\$60-\$80 per hour*

**Recommended award: Avantia, Inc**

**Brief Justification:**

Avantia, Inc was selected based on evaluation and scoring of proposals by three CCBH staff. Avantia scored highest (or tied for highest) across all three evaluators. While Silver Dolphin Solutions provided the lowest per hour charge (based on the number of hours pre-purchased), their proposal scored lowest among two of the three evaluators. Additionally, there is mention of sub-contracting out work if they are unable to meet project needs.

The contract with Avantia, Inc. will be for a not to exceed amount of \$24,500.00 based on a 250 hour estimate at the rate of \$98.00/hour.

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Paul Wood  
**Address:** 1239 Dorsh Rd.  
**City, State, Zip:** South Euclid, OH 44121  
**CRC No:** CRC 2018-98

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
American Builders & Applicators	\$750	\$750	\$0	\$0
BDL General Contracting	\$1,500	\$1,500	\$0	\$0
CB Mullins	\$2,100	\$2,100	\$0	\$0
<b>ESTIMATE:</b>	\$1,000.00			

**Recommended award: American Builders & Applicators**



# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Galay Residence  
**Address:** 7562 Hoertz  
**City, State, Zip:** Parma, Ohio 44134  
**PPN#** 453-10-020  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 100%	Owner Match 100%	Project Cost
<b>KMU Residential LLC</b>	<b>\$5,590.00</b>	<b>\$790.00</b>	<b>\$6,380.00</b>	<b>\$0.00</b>	<b>\$6,380.00</b>
Dynamerican	\$6,805.00	\$790.00	\$7,595.00	\$0.00	\$7,595.00

**Bids Reviewed by:** P. Sawchyn and D. McClintock  
**Selected Contractor Bid:** KMU Residential LLC  
**Connection Fee/Tap-In Fee Paid To:** City of Parma Engineering Office

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Deirdre Newman  
**Address:** 27234 Cook Road  
**City, State, Zip:** Olmsted Township, Ohio 44138  
**PPN#** 264-09-019  
**# of Bedrooms** 3

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap--In/Sewer Connection Fee	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
<b>KMU Residential LLC</b>	<b>\$6,550.00</b>	<b>\$5,000.00</b>	<b>\$5,775.00</b>	<b>\$5,775.00</b>	<b>\$11,550.00</b>
Dynamerican	\$23,045.00	\$5,000.00	\$14,022.50	\$14,022.50	\$28,045.00

**Bids Reviewed by:** P. Sawchyn and D. McClintock  
**Selected Contractor Bid:** KMU Residential LLC  
**Connection Fee/Tap-In Fee Paid To:** Cuyahoga County Department of Public Works

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Dotson Residence  
**Address:** 7535 Stearns Road  
**City,State, Zip:** Olmsted Twp, Ohio 44138  
**PPN#** 264-15-015  
**# of Bedrooms** 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	Tap--In/Sewer Connection Fee	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
<b>KMU Residential LLC</b>	<b>\$6,850.00</b>	<b>\$5,000.00</b>	<b>\$5,925.00</b>	<b>\$5,925.00</b>	<b>\$11,850.00</b>
Dynamerican	\$23,845.00	\$5,000.00	\$14,422.50	\$14,422.50	\$28,845.00

**Bids Reviewed by:** P. Sawchyn and D. McClintock  
**Selected Contractor Bid:** KMU Residential LLC  
**Connection Fee/Tap-In Fee Paid To:** Cuyahoga County Department of Public Works