

CUYAHOGA COUNTY  
BOARD OF HEALTH  
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*CONTRACT REVIEW COMMITTEE*

*MINUTES – June 20, 2023*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:36 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on June 20, 2023.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush 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 – June 6, 2023.

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

CRC 2023-92 Population Health Services submitting a Memorandum of Understanding (MOU) with Case Western Reserve University Prevention Research Center for Healthy Neighborhoods (PRCHN) to re-establish a relationship with Center for Disease Control and Prevention Research Center Network and to further the educational and research exchange between the two institutions. No exchange of funds.

It was moved by Jana Rush, seconded by Joe McRae, that the consent agenda, including the minutes of the June 6, 2023 CRC meeting be approved.

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

**CONTRACTS AND AWARDS:**

Tabled Items:

None

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Presented by: Judy Wirsching

It was moved by Martha Halko, seconded by Brandy Eaton, that the following Request For Quotes (CRC 2023-93) for 2023-04 CCBH Truck be withdrawn and re-bid, due to not receiving any responses to the posting.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Rick Novickis, that the following quote (CRC 2023-94) for 4931 E. 109 St, Up & Down, Garfield Hts, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$37,648.00 be submitted to Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Lead Program

Presented by: Stephanie McConoughey

It was moved by Rick Novickis, seconded by Martha Halko, that the following quote (CRC 2023-95) for 5549 Beechwood Ave, Maple Hts, Ohio 44137 be accepted as the lowest and best, and that a contract be awarded be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$4,174.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00  
None

Revenue Generating Agreements < \$25,000.00  
None

Contract Rescissions

Other Business

Presented by: Judy Wirsching

It was moved by Rick Novickis, seconded by Judy Wirsching, (CRC 2023-96) that the following contract with American Builders (CRC 2023-35) for property at 1563 Lakewood Ave, Apt 1-4, Lakewood, Ohio 44107 be withdrawn and re-bid, due to the expiration of the proposal.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:53 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

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

  
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Clerk



