

CUYAHOGA COUNTY
BOARD OF HEALTH
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CONTRACT REVIEW COMMITTEE

MINUTES – August 15, 2023

Meeting called to order by Jana Rush, Chair of the CRC at 1:37 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 15, 2023.

Roll Call: The following members were present: Rod Harris, 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 – August 1, 2023.

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

CRC 2023-119 Population Health submitting a Memorandum of Understanding (MOU) with We Think 4 Change to deliver HIV self-testing kits through community outreach from August 1, 2023 through May 31, 2024. No exchange of funds.

It was moved by Rick Novickis, seconded by Brandy Eaton, that the consent agenda, including the minutes of the August 1, 2023 CRC meeting be approved.

Ayes: Rod Harris, 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: Stephanie McConoughey

It was moved by Martha Halko, seconded by Brandy Eaton, that the following contract (CRC 2023-120) for 10206 Greenview Ave, Garfield Hts, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$36,810.00 be submitted to Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Bid/Quote Openings < \$25,000.00

Presented by: Nate McConoughey

It was moved by Judy Wirsching, seconded by Rod Harris, that the following contract (CRC 2023-121) for 12569 W.130th St., North Royalton, Ohio 44133 be accepted as the lowest and best, and that a contract be awarded to Dynamerican in the amount of \$20,195.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Presented by: Nate McConoughey

It was moved by Rick Novickis, seconded by Judy Wirsching, that the following quote (CRC 2023-122) for 10320 Barr Rd., Brecksville, Ohio 44141 be accepted as the lowest and best, and that a contract be awarded to Dynamerican in the amount of \$16,958.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Presented by: Nate McConoughey

It was moved by Martha Halko, seconded by Brandy Eaton, that the following quote (CRC 2023-123) for 1400 Old Rockside Rd., Parma, Ohio 44134 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 Dynamerican in the amount of \$11,240.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Martha Halko, seconded by Rick Novickis, that the addendum to the contract (CRC 2023-124) with Kelly Stake, MSN, APRN (Resolution 2023-81) to remove language around the contractor being responsible for personal injury and property damage related to negligent actions/omissions/reckless misconduct to comply with request of PEP be approved.

Presented by: Brandy Eaton

Purpose: Addendum to contract

Funding Source: 100% reimbursable through FY2023 RHW grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the contract (CRC 2023-125) with CanalWay Nature Center from September 28, 2023 through September 28, 2023. Amount to be paid to the CanalWay Nature Center is not to exceed \$330.00 to be approved.

Presented by: Martha Halko

Purpose: To host the Population Health Department third quarter 2023 all staff meeting.

Funding Source: 100% reimbursable through CCBH general revenue.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Brandy Eaton, that the equipment service agreement (CRC 2023-126) with DexImaging. Amount to be paid to DexImaging is not to exceed \$8,643.00 (for hardware) and additional maintenance costs as outlined in the contract to be approved.

Presented by: Erik Hamilton

Purpose: To purchase a multi-functional printer inclusive of service and supplies for the agency.

Funding Source: 100% reimbursable through CCBH general revenue.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Rick Novickis, that the contract (CRC 2023-127) with Henry Schein One, LLC effective August 15, 2023. Amount to be paid to Henry Schein One, LLC is at the following rates for service, to be approved.

Claiming Service	\$3,636.00 per year
Data Migration	\$1,728.00 one-time fee
eClaims	\$.53 each
QuickBill Statements	\$.30 each
QuickBill Postage	\$.66 each
QuickBill Additional page	\$.25 each

Presented by: Judy Wirsching

Purpose: Dental billing software and data migration services.

Funding Source: 100% reimbursable through CCBH general revenue.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush 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 Rod Harris, 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: Rod Harris, Brandy Eaton, Martha Halko, Rick Novickis, Jana Rush and Judy Wirsching

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

Name: Hvizd Residence
Address: 1400 Old Rockside Road
City,State, Zip: Parma, OH 44134
PPN# 445-14-003
of Bedrooms 4

The following quotes were received and opened:

Name of Contractor:	Connection - Construction Quote	WPCLF Program Cost 50%	Owner Match 50%	Project Cost
Dynamerican	\$11,240.00	\$5,620.00	\$5,620.00	\$11,240.00
KMU Trucking & Excavating	\$21,740.50	\$10,870.25	\$10,870.25	\$21,740.50
TK Plumbing and Sewer Repair LLC	\$32,175.00	\$16,087.50	\$16,087.50	\$32,175.00

Bids Reviewed by: N. McConoughey, J. Sobolewski, M. Symanski

Selected Contractor Bid: Dynamerican
