

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – August 20, 2019

Meeting called to order by Claire Boettler, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on August 20, 2019.

Roll Call: The following members were present: Claire Boettler, Amy Wanchisn, 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 – August 6, 2019.

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

CRC 2019-146 Prevention and Wellness Services submitting a Final Rule Compliance with Statutory Program Integrity Requirements for Title X under the Reproductive Health and Wellness grant from April 1, 2019 through March 31, 2020. No exchange of funds.

CRC 2019-147 Prevention and Wellness Services submitting an agreement with the Centers for Medicare & Medicaid Services (CMS) and Certified Application Counselor under the under the Reproductive Health and Wellness grant to assist uninsured clients to obtain insurance. No exchange of funds.

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

CRC 2019-148 Prevention and Wellness Services submitting a Return Goods Policy with R&S Pharmaceutical Wholesaler under the Reproductive Health and Wellness grant to provide 340b pricing effective April 15, 2019. No exchange of funds.

CRC 2019-149 Epidemiology Surveillance and Informatics Services submitting a Memorandum of Understanding with Western Reserve Care Solutions, Inc. and The Northeast Ohio Regional Health Departments to define a working relationship during point of dispensing (POD) establishment upon execution and in effect for a continuing period of time. No exchange of funds.

CRC 2019-150 Administrative Services submitting a Public Health Experience Agreement with The Consortium of Eastern Ohio Master of Public Health (CEOMPH) to enable students to have a public health experience at CCBH from August 26, 2019 through August 25, 2021. No exchange of funds.

It was moved by Amy Wanchisn, seconded by Wallace Chambers, that the consent agenda, including the minutes of the August 6, 2019 CRC meetings be approved.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

CONTRACTS AND AWARDS:

Tabled Items

None

New Items For Review

Bid/Quote Openings \geq \$25,000.00

None

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Amy Wanchisn that the following quote (CRC 2019-151) for 1516 Maplegrove Rd., South Euclid, Ohio 44121 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$12,950.00 (ref. enclosed).

The Secretary called the roll:

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Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

It was moved by Amy Wanchisn, seconded by Wallace Chambers that the following quote (CRC 2019-152) for 1873 Hastings Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to American Builders & Applicators in the amount of \$17,650.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

It was moved by Judy Wirsching, seconded by Claire Boettler that the following quote (CRC 2019-153) for 27171 Farrington Ave., Euclid, Ohio 44132 be accepted as the lowest and best, and a contract be awarded to MCM Home Services in the amount of \$13,675.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Amy Wanchisn, seconded by Claire Boettler that the addendum (CRC 2019-154) to the contract with Conceptual Geniuses (CRC 2019-31) under the 2018/2019 Racial and Ethnic Approaches to Community Health (REACH) grant to increase the amount paid to Conceptual Geniuses from \$10,000.00 to \$13,660.00 be approved.

Presented by: Michele Benko

Purpose: To develop messages/graphics for transit ads and maintain and provide assistance with updates to the HIP-Cuyahoga website.

Funding Source: 100% reimbursable through FY2019 REACH Program.

The Secretary called the roll:

Ayes: Terry Allan, Claire Boettler, Amy Wanchisn, Rick Novickis and Judy Wirsching

It was moved by Judy Wirsching, seconded by Amy Wanchisn that the license agreement (CRC 2019-154) with SwipeClock, LLC effective September 1, 2019. In the amount of \$4,010.00 be approved.

Presented by: Ann Campbell-Dunham

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Purpose: To provide the Recruit and Onboard modules in the applicant tracking software to automate the hiring and onboarding process.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

Revenue Generating Agreements up to \$25,000.00

None

Contract Rescissions

None

Other Business.

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 1:42 p.m.

The Secretary called the roll:

Ayes: Claire Boettler, Amy Wanchisn, Wallace Chambers and Judy Wirsching

Committee Chair

Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Louis Carlozzi
Address: 1516 Maplegrove
City, State, Zip: South Euclid, OH 44121
CRC No: CRC 2019-151

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$12,950	\$12,150	\$800	\$2,150
CB Mullins	\$16,355	\$15,130	\$1,225	\$5,130
Green Home Solutions	\$15,950	\$14,600	\$1,350	\$4,600
MCM Homeservices	\$13,500	\$12,650	\$850	\$2,650
Paragon	\$14,148	\$13,095	\$1,053	\$3,095
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ESTIMATE:	\$14,912.50	\$ 13,400.00	\$ 1,512.50	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Jacinta Mittman
Address: 1873 Hasting Ave
City, State, Zip: East Cleveland, Ohio 44112
CRC No: CRC 2019-152

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$17,650	\$16,375	\$1,275	\$6,375
CB Mullins	\$21,795	\$20,370	\$1,425	\$10,370
GHS	\$22,850	\$21,400	\$1,450	\$11,400
MCM Homeservices	\$19,900	\$18,000	\$1,900	\$8,000
Paragon	\$18,879	\$17,299	\$1,580	\$7,299
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ESTIMATE:	\$20,075.00	\$ 18,275.00	\$ 1,800.00	

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Rashauda Smith
Address: 27171 Farringdon Ave
City, State, Zip: Euclid, Ohio 44132
CRC No: CRC 2019-153

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
American Builders	\$16,425	\$13,550	\$2,875	\$5,550
CB Mullins	\$16,520	\$14,070	\$2,450	\$6,070
GHS	\$14,840	\$12,650	\$2,190	\$4,650
MCM Homeservices	\$13,675	\$11,150	\$2,525	\$3,150
Paragon	\$14,038	\$10,995	\$3,043	\$2,995
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ESTIMATE:	\$13,615.00	\$ 10,900.00	\$ 2,715.00	

Recommended award: MCM Home Services