

CUYAHOGA COUNTY BOARD OF HEALTH

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CONTRACT REVIEW COMMITTEE

MINUTES – September 19, 2017

Meeting called to order by Terry Allan, Chair of the CRC at 1:37 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 19, 2017.

Roll Call: The following members were present: Terry Allan, Claire Boettler, Rick Novickis 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 – September 5, 2017.

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

CRC 2017-184 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with Lake Health to support Breast and Cervical Cancer Project (BCCP) screening events from January 1, 2018 through December 31, 2018. No exchange of funds.

CRC 2017-185 Prevention and Wellness Services submitting an addendum to the contract (CRC 2017-163) with Pathology Laboratories to include the use of centrifuge equipment in the CCBH Family Planning Clinic for lab testing services. No exchange of funds.

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

It was moved by Claire Boettler, seconded by Rick Novickis, that the consent agenda, including the minutes of the September 5, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

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

CONTRACTS AND AWARDS:

Tabled Items

Household Sewage Program

CRC 2017-175
7242 W 130th St.
Middleburg Heights, Ohio 44130

CRC 2017-176
7595 Webster Rd.
Middleburg Heights, Ohio 44130

No Action at this time.

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Terry Allan, seconded by Rick Novickis that the following quote (CRC 2017-186) for 2103 & 2105 Lewis Dr., Down & Up, Lakewood, Ohio 44107 be accepted as the lowest and best, and a recommendation that a contract be awarded to Paragon CMS in the amount of \$48,894.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

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

Chris Kippes arrived to the meeting at 1:46 p.m.

It was moved by Terry Allan, seconded by Rick Novickis that the following quote (CRC 2017-188) for 2086 – 2088 Bunts Rd., Lakewood, Ohio 44107 be accepted as the lowest and best, and a recommendation that a contract be awarded to MCM Home Services in the amount of \$48,615.00 be submitted to the Board for approval (ref.

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enclosed).

The Secretary called the roll:

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

Bid/Quote Openings < \$25,000.00

Lead program Bid Opening presented by: Stephanie McConoughey

It was moved by Claire Boettler, seconded by Rick Novickis that the following quote (CRC 2017-187) for 14608-10 Ardenall, East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to C.B. Mullins Construction Company in the amount of \$6,500.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2017-189) for 1843 Knowles Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Paragon CMS in the amount of \$4,410.00 (ref. enclosed).

The Secretary called the roll:

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

Expenditures: Contracts up to \$25,000.00

It was moved by Claire Boettler, seconded by Rick Novickis that the addendum (CRC 2017-190) to the contract (2017-161) with Germain & Company, Inc. under the Ryan White Part A grant to increase the amount to be paid to Germain & Company, Inc. from \$14,418.45 to \$24,418.45 be approved.

Presented by: Melissa Rodrigo

Purpose: To provide additional funds to assist staff with the annual grant application.

Funding Source: 100% reimbursable through the FY2018 HRSA Ryan White Part A grant.

The Secretary called the roll:

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

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Revenue Generating Agreements up to \$25,000.00

It was moved by Judy Wirsching, seconded by Chris Kippes that the contract (CRC 2017-191) with ABT Associates from September 1, 2017 through March 15, 2018 under the Teen Wellness Initiative (TWI) grant in the amount of \$2,500.00 be approved.

Presented by: Gloria Agosto-Davis

Purpose: To collaborate on the evaluation of The Office of Adolescent Health's TPP program: Replicating Evidence-based Programs to Scale in Communities with the Greatest Need.

The Secretary called the roll:

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

It was moved by Chris Kippes, seconded by Claire Boettler that the contract (CRC 2017-192) with Montessori Children's School from August 1, 2017 through June 30, 2018 in the amount of \$8,426.00 be approved.

Presented by: Romona Brazile

Purpose: To provide school health services for 20 hours per month for students attending Montessori Children's School.

The Secretary called the roll:

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

Contract Rescissions

None

Other Business

None

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:13 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk

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CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Stephanie Bates & Nelly Lopez
Address: 2103-2105 Lewis Dr., Up & Dn
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-186

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
CB Mullins	\$51,300	\$47,900	\$3,400	\$27,900
MCM Homeservices	\$56,645	\$55,175	\$2,595	\$35,175
Paragon CMS	\$48,894	\$47,259	\$3,080	\$27,259

ESTIMATE: \$48,445.00

Recommended award: Paragon CMS

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QUOTE RESULTS

Project Address

Name: Phillip Bremner
Address: 2086-2088 Bunts Rd., Up & Dn
City, State, Zip: Lakewood, OH 44107
CRC No: CRC 2017-188

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
CB Mullins	\$48,800	\$40,400	\$8,400	\$20,400
MCM Homeservices	\$48,615	\$41,770	\$6,845	\$21,770
Paragon	\$49,245	\$39,530	\$10,115	\$19,530

ESTIMATE: \$49,671.58

Recommended award: MCM Home Services

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QUOTE RESULTS

Project Address

Name: Joe Lewis
Address: 14608-14610 Ardenall
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2017-187

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
CB Mullins	\$6,500	\$0	\$6,500	\$0
MCM Homeservices	\$7,250	\$0	\$7,250	\$0
Paragon	\$8,665	\$0	\$8,665	\$0

ESTIMATE: \$4,000.00

Recommended award: Mullins Construction

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Neyda Barnes
Address: 1843 Knowles Ave.
City, State, Zip: East Cleveland, OH 44112
CRC No: CRC 2017-189

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	HH	MATCH
Paragon	\$4,410	\$0	\$4,410	\$0
ESTIMATE:			\$2,550.00	

Recommended award: Paragon CMS