

CUYAHOGA COUNTY  
BOARD OF HEALTH  
YOUR TRUSTED SOURCE FOR PUBLIC HEALTH INFORMATION

*CONTRACT REVIEW COMMITTEE  
MINUTES – September 19, 2023*

Meeting called to order by Jana Rush, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 19, 2023.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush 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 – September 5, 2023.

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

CRC 2023-149 Epidemiology, Surveillance and Informatics Services submitting a Data Use Agreement (DUA) with UH Cleveland Medical Center for data collection, analysis and mapping effective upon signature until terminated. No exchange of funds.

CRC 2023-150 Population Health submitting a Confidential Disclosure Agreement with Cleveland Clinic Foundation to allow for sharing Public Health Information (PHI) between CCBH and CCF as a supplemental agreement for the contract (Resolution 2023-33, 2023-64). No exchange of funds.

CRC 2023-159 Nursing and Clinical Services submitting a Memorandum of Understanding (MOU) with the Centers for Medicare & Medicaid Services (CMS) and Certified Application Counselor to assist uninsured clients to obtain insurance. No exchange of funds.

It was moved by Martha Halko, seconded by Brandy Eaton, that the consent agenda, including the minutes of the September 5, 2023 CRC meeting be approved.

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

## CONTRACTS AND AWARDS:

Tabled Items:

CRC 2023-133 –  
RFP# 2023-06 Website Design & Maintenance Services – No action today

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

Presented by: Stephanie McConoughey

CRC 2023-151 Withdrawn, bids received were over \$50,000.00. This will be re-bid using the RFP procedures.

Presented by: Stephanie McConoughey

It was moved by Brandy Eaton, seconded by Wedad Alhamwi, that the following quote (CRC 2023-155) for 512 Lloyd Rd., Euclid, Ohio 44132 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 American Builders & Applicators in the amount of \$27,400.00 be submitted to Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Bid/Quote Openings < \$25,000.00

### Lead Program

Presented by: Stephanie McConoughey

It was moved by John Sobolewski, seconded by Martha Halko, that the following contract (CRC 2023-152) for 2117 Carabel Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and that a contract be awarded to TNT Construction in the amount of \$19,130.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Wedad Alhamwi, seconded by Rod Harris, that the following quote (CRC 2023-153) for 4942 East 81<sup>st</sup> St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$5,280.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Brandy Eaton, that the following quote (CRC 2023-154) for 19117 Kings Highway, Warrensville Heights, Ohio 44122 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 American Builders & Applicators in the amount of \$22,650.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Rod Harris, seconded by Martha Halko, that the following quote (CRC 2023-156) for 2798 Sherwood Dr., 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 American Builders & Applicators in the amount of \$11,850.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by John Sobolewski, seconded by Brandy Eaton, that the following quote (CRC 2023-157) for 19001 Renwood Ave., Euclid, Ohio 44119 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 American Builders & Applicators in the amount of \$13,675.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Presented by: Stephanie McConoughey

It was moved by Martha Halko, seconded by Wedad Alhamwi, that the following quote (CRC 2023-158) for 3674 Winchell Rd., Shaker Heights, Ohio 44122 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 Green Home Solutions in the amount of \$22,075.00 be approved (ref. enclosed).

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Expenditures: Contracts < \$25,000.00

None

Revenue Generating Agreements < \$25,000.00

None

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

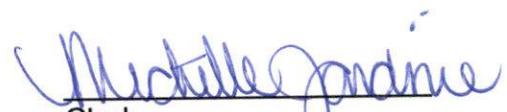
Thereupon, it was moved by John Sobolewski, seconded by Rod Harris, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:54 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

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

  
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Clerk













