

# CUYAHOGA COUNTY

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# BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

### *MINUTES – September 3, 2019*

Meeting called to order by Chris Kippes, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 3, 2019.

Roll Call: The following members were present: Romona Brazile, Chris Kippes, 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 – August 20, 2019.

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

CRC 2019-155 Environmental Public Health Services submitting a Memorandum of Understanding (MOU) with the Ohio EPA for implementation and coordination of the Semipublic Sanitary Disposal System Inspection and Enforcement program to insure compliance with all applicable water pollution control laws, rules and permits effective upon execution and in effect until midnight on October 31, 2024. No exchange of funds.

It was moved by Judy Wirsching, seconded by Rick Novickis, that the consent agenda, including the minutes of the August 20, 2019 CRC meetings be approved.

The Secretary called the roll:

5550 Venture Drive ♦ Parma, Ohio 44130

Direct: 216-201-2000 ♦ Fax: 216-676-1311 ♦ TTY: 216-676-1313 ♦ [www.ccbh.net](http://www.ccbh.net)

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

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

### **CONTRACTS AND AWARDS:**

Tabled Items

None

New Items For Review

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

Lead Program Bid Openings presented by: Stephanie McConoughey

It was moved by Judy Wirsching, seconded by Romona Brazile that the following quote (CRC 2019-156) for 3572-3574 Chelton Rd., Shaker Heights, Ohio 44120 be accepted as the lowest and best, and a recommendation that a contract be awarded to American Builders and Applicators in the amount of \$25,340.00 be submitted to the Board for approval (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

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

Household Sewage Program Bid Openings presented by: Domenica McClintock

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2019-157) for 12712 Janette, Strongsville, Ohio 44136 be accepted as the lowest and best, and a contract be awarded to KMU Residential, LLC in the amount of \$7,500.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Romona Brazile, seconded by Rick Novickis that the following quote (CRC 2019-158) for 6936 Big Creek Parkway, Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$13,911.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

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It was moved by Judy Wirsching, seconded by Chris Kippes that the following quote (CRC 2019-159) for 6809 Big Creek Parkway, Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$15,826.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Romona Brazile, seconded by Rick Novickis that the following quote (CRC 2019-160) for 6728 Big Creek Parkway, Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$14,995.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Chris Kippes, seconded by Rick Novickis that the following quote (CRC 2019-161) for 6810 Big Creek Parkway, Middleburg Heights, Ohio 44130 be accepted as the lowest and best, and a contract be awarded to Dynamerican in the amount of \$13,236.00 (ref. enclosed).

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

Expenditures: Contracts up to \$25,000.00

It was moved by Judy Wirsching, seconded by Chris Kippes that the contract (CRC 2019-162) with Heidi Gullet, MD under the Reproductive Health and Wellness (RHW) grant from April 1, 2019 through December 31, 2019 in the amount of \$1,200.00 be approved.

Presented by: Romona Brazile

Purpose: To serve as Medical Director in the CCBH Family Planning Clinic.

Funding Source: 100% reimbursable through the FY2019 RHW grant.

The Secretary called the roll:

Ayes: Romona Bazile, Chris Kippes, Rick Novickis and Judy Wirsching

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It was moved by Judy Wirsching, seconded by Romona Brazile that the contract (CRC 2019-163) with TRAIT Brand Partners under the Teen Wellness Initiative (TWI) grant from July 1, 2019 through June 30, 2020 in the amount of \$5,500.00 be approved.

Presented by: Brandy Eaton

Purpose: To provide web hosting, security and maintenance for 216Teens.org

Funding Source: 100% reimbursable through the FY2019 TWI grant.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching

It was moved by Rick Novickis, seconded by Chris Kippes that the contract (CRC 2019-164) with State Auto Insurance Companies for commercial property insurance, computer/software insurance, public employee dishonesty insurance and terrorism coverage from August 28, 2019 through August 28, 2020 in the amount of \$10,425.00 be approved.

Presented by: Judy Wirsching

Purpose: Renewal of insurance coverage for CCBH.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis 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 Romona Brazile, seconded by Rick Novickis, that the following Motion be adopted:

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BE IT RESOLVED that the meeting be adjourned at 1:57 p.m.

The Secretary called the roll:

Ayes: Romona Brazile, Chris Kippes, Rick Novickis and Judy Wirsching



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



\_\_\_\_\_  
Clerk

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** SCSJ Management, LLC  
**Address:** 3572-3574 Chelton Rd.  
**City, State, Zip:** Shaker Hts., OH 44120  
**CRC No:** CRC 2019-156

The following quotes were received and opened:

<b>NAME OF CONTRACTOR</b>	<b>QUOTE</b>	<b>LEAD</b>	<b>HH</b>	<b>MATCH</b>
American Builders	\$25,340	\$24,900	\$440	\$6,900
MCM Home Services	\$27,975	\$27,325	\$650	\$9,325
<b>ESTIMATE:</b>	\$25,715.00	\$24,515.00	\$1,200.00	

**Recommended award:** American Builders & Applicators

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Thorton Residence  
**Address:** 12712 Janette  
**City,State, Zip:** Strongsville, Ohio 44136  
**PPN#** 398-26-056  
**# of Bedrooms** 2

The following quotes were received and opened: CRC #2019-157

Name of Contractor:	Connection - Construction Quote	Tap-In/Sewer Connection Fee	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Bull Construction Services, LLC	\$7,625.00	\$0.00	\$6,481.25	\$1,143.75	\$7,625.00
KMU Residential, LLC	\$7,500.00	\$0.00	\$6,375.00	\$1,125.00	\$7,500.00
Dynamerican	\$8,995.00	\$0.00	\$7,645.75	\$1,349.25	\$8,995.00

**Bids Reviewed by:** D. McClintock, N. McConoughey, and M. Schueneman  
**Selected Contractor Bid:** KMU Residential, LLC  
**Connection Fee/Tap-In Fee Paid To:** N/A

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Tolson Residence  
**Address:** 6936 Big Creek Parkway  
**City, State, Zip:** Middleburg Heights, Ohio 44130  
**PPN#** 372-22-014  
**# of Bedrooms** 2

The following quotes were received and opened: CRC #2019-158

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$13,911.00	\$200.00	\$12,024.35	\$1,886.65	\$13,911.00

**Bids Reviewed by:** \_\_\_\_\_ D. McClintock, N. McConoughey, and M. Schueneman  
**Selected Contractor Bid:** \_\_\_\_\_ Dynamerican



# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Zone Residence  
**Address:** 6809 Big Creek Parkway  
**City, State, Zip:** Middleburg Hts, Ohio 44130  
**PPN#** 372-18-039  
**# of Bedrooms** 3

The following quotes were received and opened: CRC #2019-159

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 100%	Owner Match 0%	Project Cost
Dynamerican	\$15,826.00	N/A	\$15,826.00	\$0.00	\$15,826.00

**Bids Reviewed by:** D. McClintock, N. McConoughey, and M. Schueneman

**Selected Contractor Bid:** Dynamerican

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Jugan Residence  
**Address:** 6728 Big Creek Parkway  
**City, State, Zip:** Middleburg Hts, Ohio 44130  
**PPN#** 372-17-004  
**# of Bedrooms** 3

The following quotes were received and opened: CRC #2019-160

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$14,995.00	\$200.00	\$12,945.75	\$2,049.25	\$14,995.00

**Bids Reviewed by:** \_\_\_\_\_ D. McClintock, N. McConoughey, and M. Schueneman  
**Selected Contractor Bid:** \_\_\_\_\_ Dynamerican

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

**Name:** Heege Residence  
**Address:** 6810 Big Creek Parkway  
**City, State, Zip:** Middleburg Heights, Ohio 44130  
**PPN#** 372-15-020  
**# of Bedrooms** 4

The following quotes were received and opened: CRC #2019-161

Name of Contractor:	Install Quote	NPDES Permit	WPCLF Program Cost 85%	Owner Match 15%	Project Cost
Dynamerican	\$13,236.00	\$200.00	\$11,450.60	\$1,785.40	\$13,236.00

**Bids Reviewed by:** \_\_\_\_\_ D. McClintock, N. McConoughey, and M. Schueneman  
**Selected Contractor Bid:** \_\_\_\_\_ Dynamerican