

# CUYAHOGA COUNTY

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# BOARD OF HEALTH

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## *CONTRACT REVIEW COMMITTEE*

### *MINUTES – September 5, 2017*

Meeting called to order by Terry Allan, Chair of the CRC at 1:33 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on September 5, 2017.

Roll Call: The following members were present: Terry Allan, Claire Boettler, 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 15, 2017.

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

CRC 2017-166 Environmental Public Health Services submitting Memorandum of Understanding (MOU) with the City of Parma to provide Phase II Stormwater services as part of the NEORSD Regional Stormwater Management Program (RSMP) from January 3, 2017 through December 31, 2018. No exchange of funds.

CRC 2017-167 Environmental Public Health submitting an amendment to the contract (CRC 2017-115) with American Builders & Applicators under the Lead Hazard Control grant to extend the end of the contract period from September 29, 2017 to November 13, 2017. Amount to be paid to American Builders & Applicators to remain the same.

5550 Venture Drive ♦ Parma, Ohio 44130

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

CRC 2017-168 Prevention and Wellness Services submitting a Memorandum of Understanding (MOU) with the Warrensville City School District under the Teen Wellness Initiative (TWI) grant from July 1, 2017 through December 31, 2018 to enable the implementation of CCBH's TWI program curriculum within the school districts. No exchange of funds.

CRC 2017-169 Prevention and Wellness Services submitting an agreement the Ohio Department of Mental Health and Addiction Services and Ohio Pharmacy Services authorizing CCBH to purchase pharmaceuticals, over the counter (OTC) items, medical supplies, personal care items, forms and miscellaneous items from September 5, 2017 through June 30, 2019. No exchange of funds.

CRC 2017-170 Prevention and Wellness Services submitting an addendum to the contract with Muquit Sabur (CRC 2016-102) under the Prevent Premature Fatherhood (PPF) grant to extend the end of the contract period from June 30, 2017 through December 31, 2017. Amount to be paid to Muquit Sabur to remain the same.

It was moved by Judy Wirsching, seconded by Rick Novickis, that the consent agenda, including the minutes of the August 15, 2017 Regular CRC meeting be approved.

The Secretary called the roll:

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

### **CONTRACTS AND AWARDS:**

Tabled Items

Presented by: Andrew Heffron

It was moved by Chris Kippes, seconded by, Claire Boettler that the contract (CRC 2017-163) with Pathology Laboratories from September 1, 2017 through August 31, 2020 be approved. Amount to be paid to Pathology Laboratories is based on the fee schedule attached in Exhibit A.

Purpose: To provide lab testing services for the CCBH Family Planning Clinic.

Funding Source: 100% reimbursable through the RHW grant

The Secretary called the roll:

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

New Items For Review

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

None

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 2017-171) for 2164 Richland Ave., Lakewood, Ohio 44107 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$7,950.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Terry Allan, seconded by Chris Kippes that the following quote (CRC 2017-172) for 5206 Stanley Ave., Maple Heights, Ohio 44137 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$26,065.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Rick Novickis that the following quote (CRC 2017-173) for 1555 & 1557 Eddington Rd, Up & Down, East Cleveland, OH 44118 be accepted as the lowest and best, and a contract be awarded to BDL General Contracting in the amount of \$16,875.00 (ref. enclosed).

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Chris Kippes that the following quote (CRC 2017-174) for 14414 Scioto Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and a contract be awarded to Allenbey Construction Company, LLC in the amount of \$17,050.00 (ref. enclosed).

The Secretary called the roll:

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

Household Sewage program Bid Opening presented by: Nate McConoughey

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It was moved by Claire Boettler, seconded by Judy Wirsching that item CRC 2017-175, Household Sewage Bid Opening for 7242 W 130th St., Middleburg Heights, Ohio 44130 be tabled due to not receiving any bids for the project. The request for quotes will be extended.

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 Rick Novickis that item CRC 2017-176, Household Sewage Bid Opening for 7595 Webster Rd., Middleburg Heights, Ohio 44130 be tabled due to not receiving any bids for the project. The request for quotes will be extended.

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Terry Allan that the following quote (CRC 2017-177) for 19960 Lytle St., North Royalton, Ohio 44133 be accepted as the lowest and best, and a contract be awarded to Belsole Grounds Works, Inc. in the amount of \$13,700.00 (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 Terry Allan, seconded by Rick Novickis that the addendum (CRC 2017-178) to the contract (CRC 2017-28) with C.B. Mullins Construction Company, Inc. under the Lead Hazard Control grant to increase the amount to be paid to C.B. Mullins Construction Company, Inc. from \$8,250.00 to \$8,400.00 be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work not identified in the original scope for the project.

Funding Source: 100% reimbursable through the Lead Hazard Control Program

The Secretary called the roll:

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

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It was moved by Claire Boettler, seconded by Chris Kippes that the contract (CRC 2017-179) with Rose Sanders, MSN, CNP from September 6, 2017 through March 31, 2018. Amount to be paid to Rose Sanders, MSN, CNP is not to exceed \$2,800.00 be approved.

Presented by: Andrew Heffron

Purpose: To serve as PRN Nurse Practitioner for the CCBH Family Planning Clinic as needed.

Funding Source: 100% reimbursable through the FY2018 RHW grant

The Secretary called the roll:

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

It was moved by Rick Novickis, seconded by Judy Wirsching that the contract (CRC 2017-180) with Muse Content Group, LLC from September 1, 2017 through December 31, 2017. Amount to be paid to Muse Content Group, LLC is not to exceed \$10,632.32 be approved.

Presented by: Alison Patrick

Purpose: To provide content and web design services for the Feed Our Future programming.

Funding Source: 100% reimbursable through the FY2017 USDA Farm to School grant

The Secretary called the roll:

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

It was moved by Claire Boettler, seconded by Chris Kippes that the addendum (CRC 2017-181) to contract (Resolution 2016-147) with Neighborhood Leadership Institute (NLI) to increase the amount paid to NLI from \$55,000.00 to \$56,169.00 be approved.

Presented by: Angela Newman-White

Purpose: To closeout reimbursements associated with the One Life, One Voice, and One Community event.

Funding Source: 100% reimbursable through the FY2017 MCH grant

The Secretary called the roll:

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

It was moved by Chris Kippes, seconded by Rick Novickis that the addendum (CRC 2017-182) to the contract (CRC 2016-49) with Cleveland Rape Crisis Center under the Prevent Premature Fatherhood (PPF) grant to extend the contract period from June 30, 2017 through December 31, 2017 and increase the amount paid to the Cleveland Rape Crisis Center from \$4,250.00 to \$5,750.00 be approved.

Presented by: Gloria Agosto-Davis

Purpose: To facilitate group and community forums on the topic of healthy relationships.

Funding Source: 100% reimbursable through the FY2017 PPF grant.

The Secretary called the roll:

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

Revenue Generating Agreements up to \$25,000.00

It was moved by Claire Boettler, seconded by Judy Wirsching that the contract (CRC 2017-183) with the Ohio Department of Health (ODH) from July 1, 2016 through June 30, 2021 to enable CCBH to receive reimbursement for qualifying BCCP clients that are seen in the CCBH Family Planning Clinic be approved. Amount to be received is based on the ODH reimbursement schedule.

Presented by: Andrew Heffron

Purpose: To allow CCBH to be reimbursed for BCCP client services provided through the CCBH Family Planning Clinic.

The Secretary called the roll:

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

Contract Rescissions

None

Other Business

It was moved by Rick Novickis, seconded by Chris Kippes to amend the minutes of the February 7, 2017 CRC meeting as follows:

It was moved by Claire Boettler, seconded by Rick Novickis that the following quote

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

(CRC 2017-19) for 15893 York Rd., North Royalton, Ohio 44133 be accepted as the lowest and best, and a contract be awarded to Suburban Septic Service, Inc. in the amount of \$13,108.50.

The Secretary called the roll:

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

Public Comment – N/A.

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

BE IT RESOLVED that the meeting be adjourned at 2:29 p.m.

The Secretary called the roll:

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



Committee Chair



Clerk



**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Hamdy Elbagory  
**Address:** 2164 Richland Ave.  
**City, State, Zip:** Lakewood, OH 44107  
**CRC No:** CRC 2017-171

The following quotes were received and opened:

| <b>NAME OF CONTRACTOR</b> | <b>QUOTE</b> | <b>LEAD</b> | <b>HH</b> | <b>MATCH</b> |
|---------------------------|--------------|-------------|-----------|--------------|
| Allenbey                  | \$12,000     | \$11,700    | \$300     | \$1,700      |
| American Builders         | \$14,400     | \$14,150    | \$250     | \$4,150      |
| BDL                       | \$7,950      | \$7,700     | \$250     | \$0          |
| CB Mullins                | \$12,450     | \$11,750    | \$700     | \$1,750      |
| MCM                       | \$11,100     | \$10,850    | \$250     | \$850        |
| Paragon                   | \$13,755     | \$13,370    | \$385     | \$3,370      |

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**ESTIMATE:** \$12,170.00

**Recommended award: BDL General Contracting**



**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Dimitra General  
**Address:** 5206 Stanley Ave.  
**City, State, Zip:** Maple Hts., OH 44137  
**CRC No:** CRC 2017-172

The following quotes were received and opened:

| <b>NAME OF CONTRACTOR</b>       | <b>QUOTE</b> | <b>LEAD</b> | <b>HH</b> | <b>MATCH</b> |
|---------------------------------|--------------|-------------|-----------|--------------|
| Allenbey                        | \$24,590     | \$23,550    | \$1,040   | \$15,550     |
| American Builders & Applicators | \$27,700     | \$23,800    | \$3,900   | \$15,800     |
| BDL General Contracting         | \$26,065     | \$20,900    | \$5,165   | \$12,900     |
| CB Mullins                      | \$32,700     | \$28,700    | \$4,000   | \$20,700     |
| MCM                             | \$28,925     | \$24,250    | \$4,675   | \$16,250     |
| Paragon                         | \$29,500     | \$23,980    | \$5,520   | \$15,980     |

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**ESTIMATE: \$25,931.00**

**Recommended award: BDL General Contracting**

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Mary McKnight & Richard Stewart  
**Address:** 1555-1557 Eddington Rd, Up & Dn  
**City, State, Zip:** East Cleveland, OH 44112  
**CRC No:** CRC 2017-173

The following quotes were received and opened:

| <b>NAME OF CONTRACTOR</b>       | <b>QUOTE</b> | <b>LEAD</b> | <b>HH</b> | <b>MATCH</b> |
|---------------------------------|--------------|-------------|-----------|--------------|
| Allenbey                        | \$17,825     | \$14,875    | \$2,950   | \$1,000      |
| American Builders & Applicators | \$24,250     | \$22,050    | \$2,200   | \$2,050      |
| BDL                             | \$16,875     | \$15,400    | \$1,475   | \$1,000      |
| CB Mullins                      | \$21,000     | \$17,600    | \$3,400   | \$1,000      |
| MCM                             | \$20,375     | \$16,300    | \$4,075   | \$1,000      |
| Paragon                         | \$17,413     | \$15,333    | \$2,850   | \$1,000      |

**ESTIMATE:** \$15,477.50

**Recommended award: BDL General Contracting**

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**QUOTE RESULTS**

**Project Address**

**Name:** Shanika Chandler  
**Address:** 14414 Scioto Ave.  
**City, State, Zip:** East Cleveland, OH 44112  
**CRC No:** CRC 2017-174

The following quotes were received and opened:

| <b>NAME OF CONTRACTOR</b> | <b>QUOTE</b> | <b>LEAD</b> | <b>HH</b> | <b>MATCH</b> |
|---------------------------|--------------|-------------|-----------|--------------|
| Allenbey                  | \$17,050     | \$16,300    | \$750     | \$6,300      |
| American Builders         | \$18,950     | \$17,700    | \$1,250   | \$7,700      |
| Paragon                   | \$17,299     | \$16,414    | \$885     | \$6,414      |

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**ESTIMATE:** \$14,910.00

**Recommended award: Allenbey Construction**

