

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

CONTRACT REVIEW COMMITTEE

MINUTES – November 5, 2024

Meeting called to order by John Sobolewski, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on November 5, 2024.

Roll Call: The following members were present: Joe McRae, Amy Geiss, 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 – October 15, 2024.
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2024-192 Environmental Public Health Services submitting a contract amendment with American Builders and Applicators (CRC 2024-113), 304 East 194th Street, Euclid, Ohio 44119 to revise the end date of the contract from October 7, 2024, to December 16, 2024. The amount to be paid is to remain the same.

CRC 2024-193 Environmental Public Health Services submitting the following contract addendum with Case Western Reserve University (CRC2023-125) under the 2023/2024 Overdose Data to Action LOCAL grant to revise the end date from August 31, 2024, to August 31, 2025. The amount to be paid to Case Western Reserve University will remain the same.

CRC 2024-194 Population Health submitting a Community Partnership Agreement with The Centers to provide cribettes, safe sleep kits, and safe sleep education to Cribs for Kids grant eligible families through The Centers Smart Start Help Me Grow Home Visiting Program from August 1, 2024 through July 31, 2025. No exchange of funds.

It was moved by Martha Halko, seconded by Joe McRae, that the consent agenda, including the minutes of the October 15, 2024 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi.

CONTRACTS AND AWARDS:

Tabled Items:

CRC 2024-175
1227-29 Cranford Ave
Up, Down, and 3rd Floor
Lakewood, Ohio 44107

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

CRC 2024-195 Sealed quotes were received from the following contracts by the deadline outlined in the Requested for Quotes (RFQ) Implementing Enhanced HIV P & S for Health Departments – Direct Services - RFQ 2024-03 (ref. enclosed):

Agency	Received	Amount
The Centers	11/1/2024 @ 12:51 pm	\$50,000.00
Aids Taskforce of Greater Cleveland	11/4/2024 @ 10:17 am	\$50,000.00
Thrive for Change	11/5/2024 @ 7:52 am	\$50,000.00
Nueva Luz Urban Resource Center	11/5/2024 @ 10:06 am	\$50,000.00
We Think for a Change	11/5/2024 @ 9:57 am	\$40,345.00

Presented by: Erin Lark Turcoliveri

The quotes listed above were provided to the program staff for completion of the evaluation process.

CRC 2024-196 Sealed quotes were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) Payment Card Merchant Services - RFP 2024-01 (ref. enclosed):

Agency	Received	Amount
ZED Digital	11/1/2024 @ 12:05 pm	Price Vary
Info Corp.	11/5/2024 @ 9:21 am	Price Vary
Key Bank	11/5/2024 @ 9:21 am	Price Vary
Catalis	11/4/2024 @ 9:39 am	Price Vary
Euna Solutions	11/1/2024 @ 12:03 pm	Price Vary
GoVolution	11/4/2024 @ 10:04 am	Price Vary
Core Business Technologies	11/4/2024 @ 10:04 am	Price Vary

Presented by: Wedad Alhamwi

The Proposals listed above were provided to the program staff for completion of the evaluation process.

Bid/Quote Openings < \$25,000.00

Expenditures: Contracts < \$25,000.00

It was moved by Amy Geiss, seconded by Wedad Alhamwi, that the addendum to the contract (CRC 2024-197) with Green Home Solutions (CRC 2024-118) 4026 Okalona Rd, South Euclid, Ohio 44121 to increase the amount to be paid to Green Home Solutions from \$14,000.00 to \$16,500.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through the Lead Hazard Reduction grant.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

It was moved by John Sobolewski, seconded by Martha Halko, that the contract (CRC 2024-198) with The Baldwin Group, Inc. from December 1, 2024 through December 31, 2025. Amount to be paid The Baldwin Group, Inc. is not to exceed \$974.64 to be approved.

Presented by: Amy Geiss

Purpose: To provide HDIS software used for CMH charting and historical resource for Immunization clients.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

It was moved by Amy Geiss, seconded by Wedad Alhamwi, that the contract (CRC 2024-199) with Muse Content Group under the 2024-2026 USDA Farm to School grant from November 1, 2024 through January 31, 2025. Amount to be paid the Muse Content group is not to exceed \$15,000.00 to be approved.

Presented by: Alison Patrick

Purpose: To support marketing and communication framework for Youth Ambassador Program.

Funding Source: 100% reimbursable through 2024-2026 USDA Farm to school grant.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

It was moved by Wedad Alhamwi, seconded by John Sobolewski, that the contract (CRC 2024-200) with Johnson Controls from November 1, 2024 through October 31, 2025. Amount to be paid the Johnson Controls is not to exceed \$8,323.00 to be approved.

Presented by: Erik Hamilton

Purpose: To provide security system services and maintenance.

Funding Source: 100% funded through CCBH General Revenue.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi

Revenue Generating Agreements < \$25,000.00

Contract Rescissions

Other Business

CRC Rule Changes

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Martha Halko, seconded by Amy Geiss, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 2:03 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Amy Geiss, Martha Halko, John Sobolewski, Jana Rush and Wedad Alhamwi



Committee Chair



Clerk

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFQ RESULTS

Program: CCBH
Title: ENDING THE HIV EPIDEMIC PREVENTION
RFQ No: 2024-03
CRC No: 2024-195

The following quotes were opened on:

Opened by: Erin Lark Turcoliveri
Logged in by: Erin Lark Turcoliveri

NAME OF CONTRACTOR	RECEIVED	AMOUNT
The Centers	11/1/2024 12:51	\$50,000.00
AIDS Taskforce of Greater Cleveland	11/4/2024 10:17	\$50,000.00
Thrive for Change	11/5/2024 7:52	\$50,000.00
Nueva Luz Urban Resource Center	11/5/2024 10:06	\$50,000.00
We Think for a Change	11/5/2024 9:57	\$40,345.00

Recommended award: TBD

Brief Justification:

CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

RFP RESULTS

Program: CCBH
Title: Payment Card Merchant Services
RFP No: 2024-01
CRC No: 2024-196

The following quotes were opened on:

Opened by: Wedad Alhamwi and Kendra Bates

Logged in by: Wedad Alhamwi

NAME OF CONTRACTOR	RECEIVED	AMOUNT
ZED Digital	11/01/2024 @ 12:05 pm	Price Vary
Info Corp	11/05/2024 @ 9:21 am	Price Vary
Key Bank	11/05/2024 @ 9:21 am	Price Vary
Catalis	11/04/2024 @ 9:39 am	Price Vary
Euna Solutions	11/01/2024 @ 12:03 pm	Price Vary
GoVolution	11/04/2024 @ 10:04 am	Price Vary
Core Business Technologies	11/04/2024 @ 10:04 am	Price Vary

Recommended award: TBD

Brief Justification: