

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

*CONTRACT REVIEW COMMITTEE*

*MINUTES – January 7, 2025*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:35 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on January 7, 2025.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski 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 – December 17, 2024.  
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-001 Population Health submitting a Memorandum of Understanding (MOU) with the Haus of Transcendent under the 2024/2025 Implementing Enhanced HIV P&S for Health Departments grant from January 7, 2025 through May 31, 2025 to distribute HIV self-test kits.  
No exchange of funds.

It was moved by Joe McRae, seconded by Martha Halko, that the consent agenda, including the minutes of the December 17, 2024 CRC meeting be approved.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski and Judy Wirsching.

**CONTRACTS AND AWARDS:**

Tabled Items:

CRC 2024-196  
RFP 2024-01 Payment Card Merchant Services

No action today

New Items For Review

Bid/Quote Openings ≥ \$25,000.00

It was moved by John Sobolewski, seconded by Martha Halko, that the following contract (CRC 2024-215) for 1227-1229 Cranford Ave., Down, Up & 3<sup>rd</sup> Floor, Lakewood, Ohio 44107 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$84,915.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski and Judy Wirsching

Jana Rush joined the meeting at 1:38 pm.

It was moved by Brandy Eaton, seconded by Joe McRae, that the following contract (CRC 2025-002) for 1968 Hayden Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$25,150.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by John Sobolewski, seconded by Martha Halko, that the following contract (CRC 2025-003) for 1884 Windermere St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to \*Green Home Solutions in the amount of \$68,650.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

\*The Lead Safe Ohio program is selecting Green Home Solutions over the lowest bidder due to Install Tech already having 5 projects awarded to them, all of which are outside of the contractual performance period with no timeframe for completion and no extensions granted due to lack of documented reasons.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

CRC 2025-04 Sealed bids were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) 2024-05 Ending the HIV Epidemic: A Plan for America Ryan White HIV/AIDS Program Parts A and B – RFP# 2024-05 (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
AIDS Taskforce of Greater Cleveland	1/7/2025 @ 8:32 am	\$742,000.00
Circle Health Services dba The Centers	1/6/2025 @ 2:29 pm	\$381,333.00
Cleveland Clinic	1/6/2025 @ 3:49 pm	\$387,433.48
MetroHealth	1/6/2025 @ 2:54 pm	\$538,255.78
Nueva Luz	1/7/2025 @ 8:32 am	\$249,100.00
Signature Health	1/3/2025 @ 3:43 pm	\$347,088.00
University Hospitals of Cleveland	1/6/2025 @ 4:22 pm	\$276,790.59
We Think 4 A Change	1/7/2025 @ 8:32 am	\$ 65,817.68

Presented by: Judy Wirsching

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

Bid/Quote Openings < \$25,000.00

It was moved by John Sobolewski, seconded by Judy Wirsching, that the following contract (CRC 2025-005) for 1445-47 East 1354<sup>th</sup> St., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$23,200.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Brandy Eaton, that the following contract (CRC 2025-006) for 5208 Stanley Ave., Maple Heights, Ohio 44137 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$2,000.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Brandy Eaton, seconded by Jana Rush, that the addendum to the contract (CRC 2025-007) with American Builders and Applicators, LLC (CRC 2024-204) 13402 Saybrook Ave., Garfield Heights, Ohio 44105 to increase the amount to be paid to American Builders and Applicators, LLC. from \$34,050.00 to \$34,600.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski and Judy Wirsching

It was moved by Martha Halko, seconded by Judy Wirsching, that the addendum to the contract (CRC 2025-008) with University Hospitals of Cleveland Medical Center (Resolution 2024-031 & 2024-092) under the 2024/2025 Ryan White Part A Program grant to increase the amount to be paid to the University Hospitals of Cleveland Medical Center from \$814,427.00 to \$823,879.00 to be approved.

Presented by: Anastassia Idov

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through the 2024/2025 Ryan White Part A Program grant

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Brandy Eaton, that the following addendums to the contracts (CRC 2025-009) under the 2024-2025 Ryan White Part A Program grant to decrease the amount to be paid to be approved.

	From	To
Cleveland Clinic Foundation (Resolutions 2024-044 & 2024-104)	\$179,937.00	\$179,137.00
Lorain County Health & Dentistry (CRC 2024-041 & CRC 2024-121)	\$15,000.00	\$10,000.00

Presented by: Anastassia Idov

Purpose: To provide HIV care and support services to underserved and underinsured clients living in six-county Cleveland Transitional Grant Area.

Funding Source: 100% reimbursable through the 2024/2025 Ryan White Part A Program grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

It was moved by Joe McRae, seconded by Jana Rush, that the contract (CRC 2025-010) with Muse Content Group under the 2024/2025 Racial and Ethnic Approaches to Community Health grant from January 7, 2025 through April 30, 2025. Amount to be paid to the Muse Content Group is not to exceed \$10,000.00 to be approved.

Presented by: Martha Halko

Purpose: To work with Early Ages Healthy Stages to create Feed Our Future (FOF) Harvest of the Month growing guides for the 0-5 age group in the capacity of the FOF communications partner.

Funding Source: 100% reimbursable through the 2024/2025 Racial and Ethnic Approaches to Community Health grant.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:56 p.m.

The Secretary called the roll:

Ayes: Joe McRae, Brandy Eaton, Martha Halko, John Sobolewski, Jana Rush, and Judy Wirsching

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

  
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Clerk









**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**RFP RESULTS**

**Program:** Ending the HIV Epidemic - Care  
Ending the HIV Epidemic: A Plan for America Ryan White HIV/AIDS Program Parts A&B  
**Title:**  
**RFP No:** 2024-04  
**CRC No:** CRC 2025-004

**The following quotes were opened on:** January 7, 2024 @ 11:15 am  
**Opened by:** Judy Wirsching & Kendra Bates  
**Logged in by:** Judy Wirsching

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
Aids Taskforce of Greater Cleveland	01/07/2025 @ 8:32 am	\$742,000.00
Circle Health Services dba The Centers	01/06/2025 @ 2:29 pm	\$381,333.00
Cleveland Clinic	01/06/2025 @ 3:49 pm	\$387,433.48
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Nueva Luz	01/07/2025 @ 8:32 am	\$249,100.00
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University Hospitals of Cleveland	01/06/2025 @ 4:22 pm	\$276,790.59
We Think 4 A Change	01/07/2025 @ 8:32 pm	\$65,817.68

**Recommended award: TBD**

**Brief Justification:**



