

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

*CONTRACT REVIEW COMMITTEE  
MINUTES – January 21, 2025*

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on January 21, 2025.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

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 – January 7, 2025.  
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

It was moved by Jana Rush, seconded by Martha Halko, that the consent agenda, including the minutes of the January 7, 2025 CRC meeting be approved.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush.

**CONTRACTS AND AWARDS:**

Tabled Items:

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

No action today

CRC 2025-004  
RFP #2024-05 Ending the HIV Epidemic: A Plan for America  
Ryan White HIV/AIDS Program Parts A & B

No action today

New Items For Review

Bid/Quote Openings ≥ \$40,000.00

CRC 2025-011 Sealed bids were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) #2024-03 Ryan White Part A – Direct Services (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Near West Side Multi Service Corp (dba May Dugan)	1/17/2025 @ 1:15pm	\$35,499.99
Aids Healthcare Foundation	1/21/2025 @ 11:44am	\$79,156.53 – late
DSAS	1/15/2025 @ 11:55am	\$83,500.00
Circle Health (dba The Centers)	1/16/2025 @ 2:37 pm	\$209,672.00
Neighborhood Family Practice	1/21/2025 @ 9:32 am	\$251,410.00
Aids Taskforce	1/21/2025 @ 8:27 am	\$317,000.00
Mercy Health	1/17/2025 @ 1:08 pm	\$320,240.89
Cleveland Clinic Foundation	1/17/2025 @ 3:30 pm	\$443,448.09
Signature Health	1/17/2025 @ 3:37 pm	\$585,770.00
Nueva Luz	1/21/2025 @ 8:23 am	\$1,004,925.00
University Hospitals	1/21/2025 @ 8:49 am	\$1,047,020.35
MetroHealth Medical Center	1/17/2025 @ 9:32 am	\$1,572,088.81

Presented by: Judy Wirsching

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

CRC 2025-012 Sealed bids were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) 2024-04 Ryan White Part A – Planning Council (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Collaborative Research	1/17/2025 @ 8:29 am	\$84,400.00
Upward Spiral Coaching & Consulting, LLC.	1/21/2025 @ 9:00 am	\$84,500.00
Sangfroid Strategy, LLC.	1/17/2025 @ 2:54 pm	\$84,500.00

Presented by: Judy Wirsching

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

It was moved by Tom Fink, seconded by Brandy Eaton, that the following contract (CRC 2025-015) for 1854 Allendale Rd., 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 \$40,050.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Jana Rush, seconded by Martha Halko, that the following contract (CRC 2025-016) for 3600 Chelton Rd., Up, Down and 3<sup>rd</sup> Unit, Shaker Heights, Ohio 44120 be accepted as the lowest and best, and that a contract be awarded to Green Home Solutions in the amount of \$51,200.00 be submitted to the Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

Bid/Quote Openings < \$40,000.00

It was moved by Rod Harris, seconded by Jana Rush, that the following contract (CRC 2025-013) for 1484-86 Dille Rd., Euclid, Ohio 44117 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$22,700.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Brandy Eaton, seconded by Tom Fink, that the following contract (CRC 2025-014) for 1378 East 141<sup>st</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 \$34,950.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Tom Fink, seconded by Rod Harris, that the following contract (CRC 2025-017) for 1096 Gordon Rd., Lyndhurst, Ohio 44124 be accepted as the lowest and best, and

that a contract be awarded to American Builders & Applicators in the amount of \$8,900.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Rod Harris, seconded by Brandy Eaton, that the following contract (CRC 2025-018) for 1723 Lorimer Rd., Parma, Ohio 44134 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$16,950.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Martha Halko, seconded by Jana Rush, that the following contract (CRC 2025-019) for 4872 East 97<sup>th</sup> St., Garfield Heights, Ohio 44125 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$14,300.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Brandy Eaton, seconded by Martha Halko, that the following contract (CRC 2025-020) for 3607 Avalon Rd., Shaker Heights, Ohio 44120 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$22,000.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

Expenditures: Contracts < \$40,000.00

It was moved by Tom Fink, seconded by Brandy Eaton, that the addendum to the contract (CRC 2025-021) with Install Tech, Inc. (CRC 2024-188) 1849 Page Ave., East Cleveland,

Ohio 44112 to increase the amount to be paid to Install Tech, Inc. from \$4,710.00 to \$6,235.00 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: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Brandy Eaton, seconded by Martha Halko, that the addendum to the contract (CRC 2025-022) with the Cuyahoga County Medical Examiner's Office (CRC 2023-125) through the Overdose Data to Action grant to reduce the amount paid from \$308,403.00 to \$268,403.00 to be approved.

Presented by: Tom Fink

Purpose: Fewer funds are needed during the project.

Funding Source: 100% reimbursable through Overdose Data to Action grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

It was moved by Jana Rush, seconded by Rod Harris, that the addendum to the contract (CRC 2025-023) with Cuyahoga County Senior and Adult Services (Resolution 2024-115) under the 2024/2025 Ryan White grant to increase the amount to be paid to the Cuyahoga County Senior and Adult Services from \$55,471.00 to \$65,471.00 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 grant.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

Revenue Generating Agreements < \$40,000.00

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 2:12 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Tom Fink and Jana Rush

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

  
\_\_\_\_\_  
Clerk

# CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH

## RFP RESULTS

**Program:** Ryan White Part A  
**Title:** Ryan White Part A- Direct Services Results  
**RFP No:** 2024-03  
**CRC No:** 2025-011

**The following quotes were opened on:**

**Opened by:** Kendra Bates  
**Logged in by:** Wedad Alhamwi

NAME OF CONTRACTOR	RECEIVED	QUOTE	
Near West Side Multi Service Corp (DBA May Dugan)	1/17/2025 @ 1:15 PM	\$35,499.99	
Aids Healthcare Foundation	1/21/2025 @ 11:44 AM	\$79,156.53	Late
DSAS	1/15/2025 @ 11:55 AM	\$83,500.00	
Circle Health (DBA The Center)	1/16/2025 @ 2:37 PM	\$209,672.00	
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Aids Task Force	1/21/2025 @ 8:27 AM	\$317,000.00	
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Cleveland Clinic Foundation	1/17/2025 @ 3:30 PM	\$443,448.09	
Signature Health	1/17/2025 @ 3:37 PM	\$585,770.00	
Nueva Luz	1/21/2025 @ 8:23 AM	\$1,004,925.00	
University Hospital	1/21/2025 @ 8:49 AM	\$1,047,020.35	
Metro Health	1/17/2025 @ 9:23 AM	\$1,572,088.81	

**Recommended award:**

**Brief Justification:**

**CUYAHOGA COUNTY DISTRICT BOARD OF HEALTH**

**RFP RESULTS**

**Program:** Ryan White Part A  
**Title:** Ryan White Part A- Planning Council Results  
**RFP No:** 2024-04  
**CRC No:** 2025-012

**The following quotes were opened on:**

**Opened by:** Kendra Bates  
**Logged in by:** Wedad Alhamwi

<b>NAME OF CONTRACTOR</b>	<b>RECEIVED</b>	<b>QUOTE</b>
Collaborative Research	1/17/2025 @ 8:29 AM	\$84,400.00
Upward Spiral Coaching & Consulting LLC	1/21/2025 @ 9:00 AM	\$84,500.00
Sangfroid Strategy LLC	1/17/2025 @ 2:54 PM	\$84,500.00

**Recommended award:**

**Brief Justification:**















