

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

CONTRACT REVIEW COMMITTEE
MINUTES – February 18, 2025

Meeting called to order by Brandy Eaton, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on February 18, 2025.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson 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 – February 4, 2025.
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-032 Population Health submitting a Memorandum of Understanding (MOU) with Better Health Partnership (BHP) and the Cleveland Department of Public Health (CDPH) from November 27, 2024 through March 31, 2025. No exchange of funds.

Purpose: To collect data from multiple data source to complete a required Assessment of Community Health Needs (CHA) every three years.

CRC 2025-033 Population Health submitting a Rental Contract with the Beachwood Community Center to host an all staff meeting at the facility on March 19, 2025. No exchange of funds.

It was moved by Brandy Eaton, seconded by Martha Hall, that the consent agenda, including the minutes of the February 4, 2025 CRC meeting be approved.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson and Judy Wirsching.

CONTRACTS AND AWARDS:

Jana Rush joined the meeting at 1:40 PM

Tabled Items:

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

CRC 2025-011
RFP #2024-03
Ryan White Part A – Direct Services

No action today

CRC 2025-012
RFP #2024-04
Ryan White Part A – Planning Council

No action today

New Items For Review

Bid/Quote Openings ≥ \$40,000.00

It was moved by Rod Harris, seconded by Matt Johnson, that the following contract (CRC 2024-196) for RFP 2024-01 Payment Card Merchant Services be accepted as the lowest and best, and that a contract be awarded to Core Business to be submitted to the Board for approval (ref. enclosed).

Presented by: Judy Wirsching

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Matt Johnson, that the following contract (CRC 2025-034) for 14610 Terrace Rd., 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 \$50,075.00 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, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Rod Harris, that the following contract (CRC 2025-035) for 1449-1451 East 135th St., East Cleveland, Ohio 44112 be rescinded and the property go through the RFP process.

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

CRC 2025-036 Sealed bids were received from the following contracts by the deadline outlined in the Requested for Proposal (RFP) #2025-01 Unarmed Security Guard Services (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Moore Safety Solutions	2/18/2025@8:34AM	\$33.20/hr YR1, \$34.03/hr YR 2, \$34.71/hr YR3
PalAmerican Security	2/18/2025 @9:18AM	\$25.05/hr YR1, \$25.59/hr YR 2, \$25.96/hr YR 3

Presented by: Judy Wirsching

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

Bid/Quote Openings < \$40,000.00

It was moved by Brandy Eaton, seconded by Martha Halko, that the following contract (CRC 2025-037) for 1857 Grasmere 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 \$29,450.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Matt Johnson, seconded by Rod Harris, that the following contract (CRC 2025-038) for 20752 Applegate Rd., Maple Heights, Ohio 44137 be accepted as the lowest and best, and that a contract be awarded to Glass Block Headquarters in the amount of \$6,250.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by Matt Johnson, that the following contract (CRC 2025-039) for 1884 Wymore 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 \$33,930.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Jana Rush, that the following contract (CRC 2025-040) for 1838 Grasmere 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 \$13,750.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Martha Halko, seconded by Matt Johnson, that the following contract (CRC 2025-041) for 1835 Rosalind Ave., 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 \$21,500.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Jana Rush, seconded by Judy Wirsching, that the following contract (CRC 2025-042) for 1735 Coit 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 \$30,245.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

Expenditures: Contracts < \$25,000.00

It was moved by Rod Harris, seconded by Brandy Eaton, that the addendum (CRC 2025-043) with American Builders and Applicators (CRC 2025-006) 5208 Stanley Ave., Maple Heights, Ohio 44137 to increase the amount to be paid to American Builders and Applicators from \$2,000.00 to \$2,500.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Brandy Eaton, seconded by Martha Halko, that the addendum (CRC 2025-044) with American Builders and Applicators (CRC 2025-014) 1378 East 141st St., East Cleveland, Ohio 44112 to increase the amount to be paid to American Builders and Applicators from \$34,950.00 to \$35,475.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Matt Johnson, seconded by Brandy Eaton, that the addendum (CRC 2025-045) with Green Home Solutions (CRC 2025-015) 1854 Allendale Ave., East Cleveland, Ohio 44112 to increase the amount to be paid to Green Home Solutions from \$40,050.00 to \$40,350.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

It was moved by Judy Wirsching, seconded by Matt Johnson, that the addendum (CRC 2025-046) with American Builders and Applicators (CRC 2025-005) 1445-1447 East 135th St., East

Cleveland, Ohio 44112 to increase the amount to be paid to American Builders and Applicators from \$23,200.00 to \$25,300.00 to be approved.

Presented by: Stephanie McConoughey

Purpose: To complete additional work found during the project completion.

Funding Source: 100% reimbursable through Lead Safe Ohio.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

Revenue Generating Agreements < \$25,000.00

It was moved by Jana Rush, seconded by Martha Halko, that the addendum to the contract (CRC 2025-047) with A.J. Boggs & IXN, Inc. (Resolutions 2024-031, 2024-090 & 2024-126 and CRC 2024-036) under the Ending the HIV Epidemic – Care and Ryan White grants from March 1, 2024 through February 28, 2025 to increase the amount to be paid to the A.J. Boggs & IXN, Inc. from \$153,793.00 to \$166,998.19 to be approved.

Presented by: Erin Janowski

Purpose: To implement an Epic to CareWare infrastructure enhancement project.

Funding Source: 100% reimbursable through the Ending the HIV Epidemic – Care and Ryan White grants.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

Thereupon, it was moved by Matt Johnson, seconded by Brandy Eaton, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 2:06 p.m.

The Secretary called the roll:

Ayes: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Judy Wirsching


Committee Chair


Clerk

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Joan Ragulen
Address: 14610 Terrace Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-034

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders & Applicators	\$50,075	\$50,075	\$0
Green Home Solutions	\$58,850	\$58,850	\$0
Paragon	\$54,630	\$54,630	\$0
Sosic Painting & Remodeling	\$65,945	\$65,945	\$0
ESTIMATE:	\$52,380.00		

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Ne'Chelle Taylor
Address: 1449-1451 E.135th St.
City,State, Zip: East Cleveland, OH 44112
CRC No: 2025-035

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$95,100	\$94,600	\$500
Green Home Solutions	\$99,575	\$99,075	\$500
Paragon CMS	\$88,739	\$88,239	\$500
ESTIMATE:	\$93,140.00		

Recommended award: Paragon CMS

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Rodney Richardson
Address: 1857 Grasmere Ave.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-037

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$29,450	\$28,950	\$500
Green Home Solutions	\$32,100	\$31,600	\$500
ESTIMATE:	\$26,300.00		

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Khara Sims
Address: 20752 Applegate Rd.
City, State, Zip: Maple Hts., OH 44137
CRC No: 2025-038

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
America Builders and Applicators	\$8,500	\$8,500	\$0
Glass Block Headquarters	\$6,250	\$6,250	\$0
Green Home Solutions	\$8,600	\$8,600	\$0
Lead Guru	\$10,550	\$10,550	\$0
Paragon CMS	\$8,750	\$8,750	\$0
ESTIMATE:	\$8,050.00		

Recommended award: Glass Block Headquarters

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Elsinia Phillips
Address: 1884 Wymore Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-039

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders & Applicators	\$33,930	\$33,930	\$0
Paragon CMS	\$52,687	\$52,687	\$0
ESTIMATE:	\$39,775.00		

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Rodney Richardson
Address: 1838 Grasmere Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-040

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders & Applicators	\$13,750	\$13,250	\$500
Green Home Solutions	\$21,025	\$20,525	\$500
Paragon CMS	\$17,098	\$16,598	\$500
ESTIMATE:	\$17,075.00		

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Nedra Moore
Address: 1835 Rosalind Ave.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-041

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
Green Home Solutions	\$21,500	\$21,500	\$0
Lead Guru	\$31,435	\$31,435	\$0
Paragon CMS	\$28,495	\$28,495	\$0
ESTIMATE:	\$21,460.00		

Recommended award: Green Home Solutions

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Christopher McAlister
Address: 1745 Coit Rd.
City, State, Zip: East Cleveland, OH 44112
CRC No: 2025-042

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders & Applicators	\$30,425	\$30,425	\$0
Green Home Solutions	\$30,700	\$30,700	\$0
ESTIMATE:	\$27,000.00		

Recommended award: American Builders & Applicators