

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

*CONTRACT REVIEW COMMITTEE  
MINUTES – April 15, 2025*

Meeting called to order by Jana Rush, Chair of the CRC at 1:31 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on April 15, 2025.

Roll Call: The following members were present: Rod Harris, Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush 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 – April 1, 2025.  
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-074 Nursing and Clinical Services submitting an agreement with the Ohio Department of Health (ODH) to allow the CCBH Family Planning Clinic to provide testing and medications to treat Sexually Transmitted Infections (STIs) at no cost for uninsured clients from July 1, 2023 through June 30, 2028. No exchange of funds.

CRC 2025-075 Population Health submitting an addendum to the contract with the Cleveland Department of Public Health (Resolution 2023-107) under the 2023/2024 Overdose Data to Action grant to revise the end of the contract from August 31, 2024 to August 31, 2025. The contract amount remains the same.

It was moved by Judy Wirsching, seconded by Martha Halko, that the consent agenda, including the minutes of the April 1, 2025 CRC meeting be approved.

The Secretary called the roll:

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

**CONTRACTS AND AWARDS:**

Tabled Items:

New Items For Review

Bid/Quote Openings  $\geq$  \$40,000.00

Bid/Quote Openings  $<$  \$40,000.00

It was moved by Brandy Eaton, seconded by Martha Halko, that the following contract (CRC 2025-076) for 2192 Cranstron Road, University Heights, Ohio 44118 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$24,300.00 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 2025-077) for 3672 Daleford Road, Shaker Heights, Ohio 44120 be accepted as the lowest and best, and that a contract be awarded to Paragon CMS in the amount of \$30,768.00 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 Brandy Eaton, that the following contract (CRC 2025-078) for 11814 Maple Heights Blvd., 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 \$14,450.00 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

Expenditures: Contracts  $<$  \$25,000.00

It was moved by Matt Johnson, seconded by Rod Harris, that the service agreement (CRC 2025-079) with Davey Resource Group, Inc. from January 1, 2025 through December 31, 2026. Amount to be paid to Davey Resource Group, Inc. is not to exceed \$31,315.00 to be approved.

Presented by: Erik Hamilton

Purpose: Stormwater Facility Inspections and Regular Maintenance

Funding Source: 100% funded through CCBH General Revenue.

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 to the contract (CRC 2025-080) with Muse Content Group (CRC 2023-006) under the 2022/2025 Feed Our Future (RFSP) grant from September 30, 2022 through September 29, 2025 to increase the amount to be paid to the Muse Content Group from \$64,570.00 to \$77,358.75. Muse Content Group contribution remains as \$5,870.00 to be approved.

Presented by: Alison Patrick

Purpose: To increase the contract amount.

Funding Source: 100% reimbursable through 2022/2025 Feed Our Future (RFSP) grant.

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 contract (CRC 2025-081) with Lamar Advertising of Cleveland under the 2024/2025 Cribs for Kids grant from May 1, 2025 through September 30, 2025. Amount to be paid to Lamar Advertising of Cleveland is not to exceed \$20,000.00 to be approved.

Presented by: Michele Benko

Purpose: To create Safe Sleep campaign advertisement on billboards within targeted zip codes.

Funding Source: 100% reimbursable through the 2024/2025 Cribs for Kids grant.

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 addendum to the contract (CRC 2025-082) with Creation Gardens, Inc. (Res. 2023-006) under the 2022/2025 Feed Our Future (RFSP) grant to increase the amount to be paid to the Creation Gardens, Inc. from \$33,000.00 to \$60,410.05. Creation Garden contribution is \$5,450.00 to be approved.

Presented by: Alison Patrick

Purpose: To serve on the Feed Our Future Leadership Council, co-convene the Local Food System Taskforce, and provide strategic direction and logistics coordination for the value chain.

Funding Source: Reimbursable through the 2022/2025 Feed Our Future (RFSP) grant.

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 contract (CRC 2025-083) with Urban One Cleveland under the 2024/2025 REACH grant from May 1, 2025 through September 29, 2025. Amount to be paid to Urban One Cleveland is not to exceed \$34,999.00 to be approved.

Presented by: April Vince

Purpose: Purpose: To support the Cuyahoga County Board of Health's mission to improve health, prevent chronic disease, and reduce health disparities in Cuyahoga County by promoting regular physical activity and better nutrition.

Funding Source: 100% reimbursable through the 2025/2026 REACH grant.

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

Contract Rescissions

It was moved by Matt Johnson, seconded by Judy Wirsching, that the contract (CRC 2024-174) with Install Tech - \$48,485.00 – 2004 South Belvoir Blvd, South Euclid, Ohio 44121 be rescinded.

Presented by: Stephanie McConoughey

The Secretary called the roll:

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

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

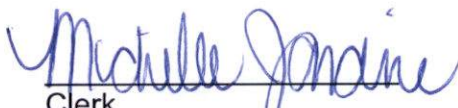
Thereupon, it was moved by Judy Wirsching, seconded by Rod Harris, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:54 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:** Alreda Miles  
**Address:** 2192 Cranston Rd.  
**City, State, Zip:** University Hts., OH 44118  
**CRC No:** 2025-076

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$24,300	\$24,300	\$0
Croxton Technology	\$41,180	\$41,180	\$0
Glass Block Headquarters	\$30,625	\$30,625	\$0
Green Home Solutions	\$34,300	\$34,300	\$0
Lead Guru	\$29,900	\$29,900	\$0
Paragon CMS	\$30,665	\$30,665	\$0
<b>ESTIMATE:</b>	\$25,800.00		

**Recommended award:** American Builders & Applicators

# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Talia Warner  
**Address:** 3678 Daleford Rd.  
**City, State, Zip:** Shaker Hts., OH 44120  
**CRC No:** 2025-077

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$32,000	\$32,000	\$0
Croxton Technology	\$66,400	\$66,400	\$0
Green Home Solutions	\$40,150	\$40,150	\$0
Paragon CMS	\$30,768	\$30,768	\$0
<b>ESTIMATE:</b>	\$31,200.00		

**Recommended award:** Paragon CMS

# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Gregory & Michelle Burress  
**Address:** 18114 Maple Hts. Blvd.  
**City, State, Zip:** Maple Hts., OH 44137  
**CRC No:** 2025-078

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$14,450	\$14,450	\$0
Croxton Technology	\$19,350	\$19,350	\$0
Glass Block Headquarters	\$20,625	\$20,625	\$0
Green Home Solutions	\$17,950	\$17,950	\$0
Lead Guru	\$16,750	\$16,750	\$0
Paragon CMS	\$16,540	\$16,540	\$0
<b>ESTIMATE:</b>	\$14,550.00		

**Recommended award:** American Builders & Applicators