

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

*CONTRACT REVIEW COMMITTEE
MINUTES – June 17, 2025*

Meeting called to order by Jana Rush, Chair of the CRC at 1:32 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on June 17, 2025.

Roll Call: The following members were present: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae.

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 – June 3, 2025.
Contracts, MOU's, agreements with no exchange of funds (IRB's, BAA's, Addendums, etc.):

CRC 2025-114 Population Health Services submitting Memorandum of Understandings (MOU) with the following agencies under the 2025/2026 Ending the HIV Epidemic/CDC grant (formerly Implementing Enhanced HIV) from June 1, 2025 through May 31, 2026 to distribute HIV self-test kits. No exchange of funds.

AIDS Taskforce of Greater Cleveland
Haus of Transcendent
LGBT Community Center of Greater Cleveland
University Hospitals Cleveland Medical Center, Special Immunology Unit
We Think 4 A Change, Inc.

CRC 2025-115 Environmental Public Health Services is submitting an addendum to the contract with American Builders and Applicators (CRC 2025-078), 18114 Maple Heights Blvd., Maple Heights, OH 44137 to extend the contract end date from July 29, 2025 to August 6, 2025. Amount to be paid to remain the same.

CRC 2025-116 Administration Services submitting a Customer Agreement with AT&T to replace the existing dedicated internet wiring with fiber optic wiring. No exchange of funds.

It was moved by Brandy Eaton, seconded by Matt Johnson, that the consent agenda, including the minutes of the June 17, 2025 CRC meeting be approved.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

CONTRACTS AND AWARDS:

Tabled Items:

CRC 2025-118
13815-13817 Beaumont Ave. Up/Down,
East Cleveland, Ohio 44112

CRC 2025-123 Environmental Public Health Services is submitting an addendum to the contract with American Builders & Applicators (CRC 2025-056), 1484-1486 Dille Rd., Euclid, OH 44117, to increase the amount to be paid to American Builders & Applicators from \$22,700.00 to \$23,850.00.

New Items For Review

Bid/Quote Openings ≥ \$40,000.00

CRC 2025-117 Sealed bids were received from the following contacts by the deadline outlined in the Request for Proposal (RFQ) # 2025-02 Advancing Community Health Improvement Planning for Cuyahoga County Board of Health (ref. enclosed):

<u>Agency</u>	<u>Received</u>	<u>Amount</u>
Berry, Dunn, McNeil & Parker	6/17/2025 @ 8:30am	\$49,200.00
Case Western Reserve University	6/17/2025 @ 8:06 am	\$49,999.00
Swetland Center for Environmental Health		
Center for Community Solutions	6/17/2025 @ 8:12 am	\$50,000.00
Conduent Community Health Solutions	6/17/2025 @ 8:30 am	\$50,000.00
Health Policy Institute of Ohio	6/17/2025 @ 9:09 am	\$49,000.00
Strategy Solutions, Inc.	6/16/2025 @ 5:37 pm	\$45,995.00

Presented by: Nichelle Shaw

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 Martha Halko, seconded by Matt Johnson, that the following contract (CRC 2025-119) for 1885 Allandale Ave., East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to Lead Guru in the amount of \$21,950.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

It was moved by Joe McRae, seconded by Brandy Eaton, that the following contract (CRC 2025-120) for 2105 Westburn Road, 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 \$16,075.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

It was moved by Martha Halko, seconded by Matt Johnson, that the following contract (CRC 2025-121) for 3916 Princeton Blvd., South Euclid, Ohio 44121 be accepted as the lowest and best, and that a contract be awarded to American Builders & Applicators in the amount of \$10,050.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

It was moved by Brandy Eaton, seconded by Matt Johnson, that the following contract (CRC 2025-122) for 5251 Beech 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 \$11,025.00 be approved (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

Expenditures: Contracts < \$40,000.00

It was moved by Matt Johnson, seconded by Joe McRae, that the addendum to the contract (CRC 2025-124) with Thrive Behavioral Health Center (Res. 2024-130) under the 2024/2025 Overdose Data to Action grant to increase the amount to be paid to The Centers from \$188,150.00 to \$191,150.00 to be approved.

Presented by: Molly Evans

Purpose: To enable two representatives and panelists to attend upcoming annual OD2A Local Recipient Meeting.

Funding Source: 100% reimbursable through the 2023/2024 and 2024/2025 Overdose Data to Action grants.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

It was moved by Martha Halko, seconded by Matt Johnson, that the following addendums to the contracts (CRC 2025-125) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to increase the amount to be paid to be approved.

AIDS Taskforce of Greater Cleveland (Resolution 2025-038)	\$44,000.00	\$72,000.00
Near West Side Multi Service Corp. (CRC 2025-072)	\$ 5,100.00	\$10,100.00

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 2025/2026 Ryan White grant.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

It was moved by Joe McRae, seconded by Matt Johnson, that the addendum to the contract (CRC 2025-126) with Muse Content Group (CRC 2025-010) under the 2024/2025 REACH grant to extend the contract end date from April 30, 2025 to September 29, 2025 and increase the amount to be paid to Muse Content Group from \$10,000.00 to \$13,952.39 to be approved.

Presented by: Liz Manley

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 Reach grant.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

Revenue Generating Agreements < \$25,000.00

It was moved by Martha Halko, seconded by Brandy Eaton, that the contract (CRC 2025-127) with Ohio Department of Health (ODH) Smoke-Free Workplace Program from July 1, 2025 through June 30, 2027, amount to be received is at a rate of \$175.00 per completed investigation and amount to be received is not to exceed \$30,000.00 to be approved.

Presented by: Matt Johnson

Purpose: In accordance with ORC 3794 and OAC 3701-52, the Director of Health has designated CCBH as the agency for investigation of smoke-free workplace complaint for Cuyahoga, Portage and Geauga Counties jurisdictions under Ohio law.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

Contract Rescissions

Other Business

Public Comment (3-minute maximum).

Motion to adjourn the meeting.

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

BE IT RESOLVED that the meeting be adjourned at 1:50 p.m.

The Secretary called the roll:

Ayes: Brandy Eaton, Martha Halko, Matt Johnson, Jana Rush and Joe McRae

Committee Chair

Clerk

CUYAHOGA COUNTY BOARD OF HEALTH

RFQ RESULTS

Title: Advancing Community Health Improvement Planning for the Cuyahoga County Board of Health
RFQ No: 2025-02
CRC No: CRC 2025-117

The following quotes were opened on: June 17, 2025 before 10:30am
Opened by: Nichelle Shaw
Logged in by: Nichelle Shaw

NAME OF CONTRACTOR	RECEIVED	QUOTE
Berry, Dunn, McNeil & Parker	06/17/2025 @ 8:30 am	\$49,200.00
Case Western Reserve University, Swetland Center for Environmental Health	06/17/2025 @ 8:06 am	\$49,999.00
Center for Community Solutions	06/17/2025 @ 8:12 am	\$50,000.00
Conduent Community Health Solutions	06/17/2025 @ 8:30 am	\$50,000.00
Health Policy Institute of Ohio	06/17/2025 @ 9:09 am	\$49,000.00
Strategy Solutions, Inc.	06/16/2025 @ 5:37 pm	\$45,995.00

Recommended award: TBD

Brief Justification:

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Enchante Drake
Address: 13815-17 Beaumont Ave.
City,State, Zip: East Cleveland, OH 44112
CRC No: 2025-118

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
Green Home Solutions	\$109,900	\$109,900	\$0
American Builders and Applicators	\$81,350	\$81,350	\$0
Lead Guru	\$88,035	\$88,035	\$0
Paragon CMS	\$87,595	\$87,595	\$0
ESTIMATE:	\$67,430.00		

Recommended award: Needs to go out through the RFP process due to exceeding CCBH's internal RFQ cap of \$70,000.00

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Tavett Jones
Address: 1885 Allandale Ave.
City,State, Zip: East Cleveland, OH 44112
CRC No: 2025-119

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
America Builders and Applicators	\$23,200	\$22,700	\$500
Green Home Solutions	\$28,050	\$27,550	\$500
Lead Guru	\$21,950	\$21,450	\$500
Paragon CMS	\$25,575	\$25,075	\$500
ESTIMATE:		\$20,520.00	

Recommended award: Lead Guru

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Dora Oatman
Address: 2105 Westburn Rd.
City,State, Zip: East Cleveland, OH 44112
CRC No: 2025-120

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$17,600	\$17,600	\$0
Green Home Solutions	\$16,075	\$16,075	\$0
Paragon CMS	\$21,335	\$21,335	\$0
ESTIMATE:	\$16,250.00		

Recommended award: Green Home Solutions

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Leroy Childs

Address: 3916 Princeton Rd.

City,State, Zip: South Euclid, OH 44121

CRC No: 2025-121

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$10,050	\$9,550	\$500
Green Home Solutions	\$12,800	\$12,300	\$500
Paragon CMS	\$14,725	\$14,225	\$500
ESTIMATE:	\$12,350.00		

Recommended award: American Builders & Applicators

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Shalonda Cherry

Address: 5251 Beech Ave.

City,State, Zip: Maple Hts., OH 44137

CRC No:

The following quotes were received and opened:

NAME OF CONTRACTOR	QUOTE	LEAD	MATCH
American Builders and Applicators	\$11,025	\$11,025	\$0
Green Home Solutions	\$11,325	\$11,325	\$0
ESTIMATE:	\$8,585.00		

Recommended award: American Builders & Applicators