

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

*CONTRACT REVIEW COMMITTEE*

*MINUTES – July 1, 2025*

Meeting called to order by Martha Halko, Chair of the CRC at 1:34 p.m. in the office of the Board, 5550 Venture Drive, Parma, Ohio, on June 17, 2025.

Roll Call: The following members were present: Joe McRae, Brandy Eaton, Martha Halko, Matthew Johnson, 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 – June 17, 2025.

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

CRC 2025-128 Nursing and Clinical Services submitting a Memorandum of Understanding (MOU) with The MetroHealth System effective June 17, 2025 to conduct Newborn Home Visiting (NBV) program activities at the main campus. No Exchange of Funds.

CRC 2025-129 Epidemiology, Surveillance and Informatics submitting an Institutional Review Board (IRB) arrangement with University Hospitals Cleveland Medical Center (UH) and the Ohio Department of Health (ODH) for the REDMAP project. Since ODH is acting as CCBH's IRB, UH needed to have documentation in place to delineate which agency will be responsible for what in regards to project oversight. This agreement will be in place for the duration of the project.

It was moved by Ms. Rush, seconded by Mr. Johnson, that the consent agenda, including the minutes of the June 17, 2025 CRC meeting be approved.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

## **CONTRACTS AND AWARDS:**

Tabled Items:

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

It was moved by Ms. Eaton, seconded by Mr. Johnson, that the following contract (CRC 2025-118) for 13815-13817 Beaumont Ave, Up/Down East Cleveland, OH 44112 be tabled.

Presented by: Stephanie McConoughey

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-117

RFQ 2025-02 Advancing Community Health Improvement Planning for Cuyahoga County Board of Health

It was moved by Mr. Johnson, seconded by Mr. McRae, that the following quote (CRC 2025-117) in response to RFQ #2025-02 for Advancing Community Health Improvement Planning for Cuyahoga County Board of Health be accepted as the lowest and best, and a recommendation to award a contract to Strategic Solutions, Inc. be submitted to the Board for approval.

Presented by: Nichelle Shaw

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

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.

Purpose: To complete additional work found during project completion.

Funding source: 100% reimbursable through Lead Safe Ohio.

It was moved by Ms. Eaton, seconded by Mr. Johnson, that the following contract (CRC 2025-123) for 1484-1486 Dille Rd., Euclid, OH 44117 be withdrawn.

Presented by: Stephanie McConoughey

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

New Items For Review:

Bid/Quote Openings ≥ \$40,000.00

CRC 2025-130  
16503 Maple Hts., Blvd./5335 Vine St.  
Maple Heights, Ohio 44137

It was moved by Ms. Halko, seconded by Mr. Johnson, that the following contract (CRC 2025-130) for 16503 Maple Hts., Blvd./5335 Vine St. Maple Heights, Ohio 44137 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$48,900.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-131  
14110-14112 Orinoco Ave.  
East Cleveland, Ohio 44112

It was moved by Ms. Eaton, seconded by Mr. Johnson, that the following contract (CRC 2025-131) for 14110-14112 Orinoco Ave. East Cleveland, Ohio 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$62,300.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

Bid/Quote Openings < \$40,000.00

CRC 2025-132  
364 East 270<sup>th</sup> St.  
Euclid, OH 44132

It was moved by Mr. Johnson, seconded by Ms. Halko, that the following contract (CRC 2025-132) for 364 East 270th St. Euclid, OH 44132 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$20,300.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-133

4149 Verona Rd.

South Euclid, Ohio 44121

It was moved by Mr. Johnson, seconded by Mr. McRae, that the following contract (CRC 2025-133) for 4149 Verona Rd. South Euclid, Ohio 44121 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$25,300.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-134

1631 Eddy Rd.

East Cleveland, OH 44112

It was moved by Mr. McRae, seconded by Mr. Johnson, that the following contract (CRC 2025-134) for 1631 Eddy Rd. East Cleveland, OH 44112 be accepted as the lowest and best, and that a contract be awarded to American Builders and Applicators in the amount of \$16,800.00 be submitted to Board for approval (ref. enclosed).

Presented by: Stephanie McConoughey

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

Expenditures: Contracts < \$40,000.00

CRC 2025-135 – Presented By: Rebecca Burke

It was moved by Mr. Johnson, seconded by Mr. McRae, that agreement (CRC 2025-135) with the Ohio Bureau of Criminal Identification and Investigation (BCI) authorizing CCBH to administer the National Webcheck Program from June 1, 2025 through May 31, 2028 with fees to be paid to BCI set by the Superintendent of BCI be approved.

Purpose: To enable CCBH to conduct criminal background checks for employees and independent contractors.

Funding Source: 100% funded by CCBH General Revenue.

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-136 – Presented By: Rebecca Burke

It was moved by Ms. Eaton, seconded by Ms. Rush, that the contract (CRC 2025-136) with the Public Health Services Council of Ohio (PHSCO) to provide quality improvement training and support services from July 15, 2025 through February 28, 2026 in an amount not to exceed \$16,500.00 be approved.

Purpose: To provide quality improvement training and support services to CCBH staff.

Funding Source: 100% funded by CCBH General Revenue.

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-137 – Presented By: Stephanie McConoughey

It was moved by Mr. Johnson, seconded by Ms. Halko, that the following contract addendum (CRC 2025-137) to the contract with American Builders and Applicators (CRC 2025-013), 1484-1486 Dille Rd, Euclid, OH 44117, to increase the amount to be paid to American Builders and Applicators from \$22,700.00 to \$24,850.00 be approved.

Purpose: To complete additional work found during project completion.

Funding source: 100% reimbursable through Lead Safe Ohio.

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-138 – Presented By: Anastasia Idov

It was moved by Mr. Johnson, seconded by Ms. Eaton, that the addendum to the contract (CRC 2025-138) with the A.J. Boggs & IXN, Inc. (Resolution 2025-036) under the Ending HIV Epidemic-Care and Ryan White grants from March 1, 2025 to February 28, 2026 to increase the amount to be paid to the A.J. Boggs & IXN, Inc. from \$50,085.00 to \$66,285.00 be approved.

Purpose: To provide hosting services and technical support for CareWare where Ryan White client data is housed.

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

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

CRC 2025-139 – Presented By: Anastasia Idov

It was moved by Ms. Rush, seconded by Mr. McRae, that the addendum to the contract (CRC 2025-139) with the Upward Spiral Coaching & Consulting LLC (CRC 2025-073) under the 2025/2026 Ryan White grant from March 1, 2025 through February 28, 2026 to increase the amount to be paid to the Upward Spiral Coaching & Consulting LLC from \$21,060.00 to \$42,120.00 be approved.

Purpose: To provide facilitation and management of the Ryan White Planning Council.

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

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

CRC 2025-140 – Presented By: Alison Patrick

It was moved by Ms. Eaton, seconded by Mr. McRae, that the addendum to the contract (CRC 2025-140) with the Muse Content Group (CRC 2025-031) under the 2024/2025 Harvest of the Month grant to change the contract end date from June 30, 2025 to April 30, 2025 and decrease the amount to be paid to the Muse Content Group from \$28,000.00 to \$24,500.00 be approved.

Purpose: To create new Feed Our future harvest of the month assets and support statewide social media campaigns.

Funding Source: 100% reimbursable through the 2024/2025 Harvest of the Month grant.

The Secretary counts the vote:

Ayes: All, Nays: None, motion carries.

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 Mr. Johnson, seconded by Mr. McRae, that the following Motion be adopted:

BE IT RESOLVED that the meeting be adjourned at 1:52 p.m.

The Secretary counts the vote:  
Ayes: All, Nays: None, motion carries.

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Committee Chair

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Clerk

CUYAHOGA COUNTY BOARD OF HEALTH

QUOTE RESULTS

Project Address

Name: Aaron Steinfield  
Address: 16503 Maple Hts. Blvd / 5335 Vine St.  
City,State, Zip: Maple Hts., OH 44137  
CRC No: 2025-130

The following quotes were received and opened:

| NAME OF CONTRACTOR              | QUOTE       | LEAD     | MATCH   |
|---------------------------------|-------------|----------|---------|
| American Builders & Applicators | \$48,900    | \$47,900 | \$1,000 |
| Green Home Solutions            | \$71,850    | \$70,850 | \$1,000 |
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| ESTIMATE:                       | \$54,625.00 |          |         |

Recommended award: American Builders & Applicators



# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Ndayamaje Jean Joli  
**Address:** 14110-12 Orinoco Ave.  
**City,State, Zip:** East Cleveland, OH 44112  
**CRC No:** 2025-131

**The following quotes were received and opened:**

| NAME OF CONTRACTOR              | QUOTE       | LEAD     | MATCH |
|---------------------------------|-------------|----------|-------|
| American Builders & Applicators | \$62,300    | \$61,800 | \$500 |
| Croxton Tech                    | \$30,175    | \$29,675 | \$500 |
| Green Home Solutions            | \$79,950    | \$79,450 | \$500 |
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|                                 |             |          |       |
| ESTIMATE:                       | \$63,150.00 |          |       |

**Recommended award:** American Builders & Applicators

# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Nora & Terach Yisreal  
**Address:** 364 E.270th St.  
**City,State, Zip:** Euclid, OH 44132  
**CRC No:** 2025-132

The following quotes were received and opened:

| NAME OF CONTRACTOR                | QUOTE       | LEAD     | MATCH |
|-----------------------------------|-------------|----------|-------|
| American Builders and Applicators | \$20,600    | \$20,600 | \$0   |
| Glass Block Headquarters          | \$26,450    | \$26,450 | \$0   |
| Green Home Solutions              | \$24,400    | \$24,400 | \$0   |
| Lead Guru                         | \$22,500    | \$22,500 | \$0   |
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|                                   |             |          |       |
| <b>ESTIMATE:</b>                  | \$19,550.00 |          |       |

**Recommended award:** American Builders & Applicators

# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Betty Russell  
**Address:** 4149 Verona Rd.  
**City,State, Zip:** South Euclid, OH 44121  
**CRC No:** 2025-133

The following quotes were received and opened:

| NAME OF CONTRACTOR                | QUOTE    | LEAD        | MATCH |
|-----------------------------------|----------|-------------|-------|
| American Builders and Applicators | \$25,300 | \$25,300    | \$0   |
| Green Home Solutions              | \$28,750 | \$28,750    | \$0   |
| Lead Guru                         | \$25,950 | \$25,950    | \$0   |
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|                                   |          |             |       |
| ESTIMATE:                         |          | \$23,050.00 |       |

**Recommended award:** American Builders & Applicators

# CUYAHOGA COUNTY BOARD OF HEALTH

## QUOTE RESULTS

### Project Address

**Name:** Cozetta Berry  
**Address:** 1631 Eddy Rd.  
**City,State, Zip:** East Cleveland, OH 44112  
**CRC No:** 2025-134

The following quotes were received and opened:

| NAME OF CONTRACTOR                | QUOTE       | LEAD     | MATCH |
|-----------------------------------|-------------|----------|-------|
| American Builders and Applicators | \$16,800    | \$16,800 | \$0   |
| Croxton Tech                      | \$18,450    | \$18,450 | \$0   |
| Green Home Solutions              | \$20,050    | \$20,050 | \$0   |
| Lead Guru                         | \$17,650    | \$17,650 | \$0   |
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|                                   |             |          |       |
| <b>ESTIMATE:</b>                  | \$13,750.00 |          |       |

**Recommended award:** American Builders & Applicators