

**MINORITY, WOMEN & EVANSTON BUSINESS ENTERPRISE
DEVELOPMENT COMMITTEE**

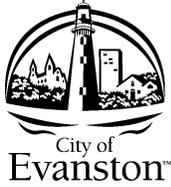
**Wednesday, December 20, 2017 6:30 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Aldermanic Library**

AGENDA

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES of October 18, 2017**
- 3. New Committee Members/ Guest Introductions**
 - a. Malik Kemokai**
 - b. Juneitha Shambee**
- 4. UNFINISHED BUSINESS**
 - a. Sean vanDril - Under 20 Spend Update**
- 5. STAFF REPORTS**
 - a. M/W/EBE and LEP Tracking Report**
 - b. LEP Summary - 2018 Capital Planning Projects - Tentative Schedule**
 - c. 60-0-14 Ordinance Subsection 1-17-1(C) LEP & Assist Agencies Exhibit/ Disclaimer**
- 6. NEW BUSINESS**
 - a. 2018 Meeting Dates Approval**
 - b. Apprentice Proposal**
 - c. Creation of a Local Contractors List**
- 7. ADJOURNMENT**
- 8. NEXT MEETING: Wednesday, January 17, 2018**

Order & Agenda Items are subject to change. Information about the Minority, Women & Evanston Business Enterprise Development Committee (M/W/EBE) is available at: www.cityofevanston.org/mwebecommittee. Questions can be directed to Tammi Nunez at 847-866-2935.

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**MINORITY, WOMEN & EVANSTON BUSINESS ENTERPRISE (M/W/EBE)
DEVELOPMENT COMMITTEE**

Wednesday, October 18, 2017

6:30 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Ave, Aldermanic Library

MEMBERS PRESENT: Ald. Braithwaite, Ald. Rue Simmons, Kenneth Rodgers, Yves Lassere, Jessica Oldani and Bob Reece

MEMBERS ABSENT: Joshua Gutstein

STAFF PRESENT: Assistant City Manager Martin Lyons, Purchasing Manager Tammi Nunez and Business Diversity Compliance Coordinator Sharon Johnson

OTHERS PRESENT: Suhaib Khan, Jenna Beltrano, Robbie Weinstein, Juneitha Shambee and Bennett Johnson

PRESIDING MEMBER: Ald. Braithwaite

Declaration of a Quorum

With a quorum present, Chair Braithwaite called the meeting to order at 6:35pm.

Approval of Minutes

Motion to approve the Minutes as presented from September 20, 2017 made by J. Oldani and seconded by Y. Lassere. **Vote called and taken. Motion passed unanimously.**

Guest Introductions:

Suhaib Khan LEND, Jenna Beltrano, Robbie Weinstein (NU- Journalism Grad Student), Juneitha Shambee and Bennett Johnson

Unfinished Business

- a. Copy of S. van Dril was unable to attend meeting; report with update was provided with packet. Ald. Braithwaite asked staff to confirm Mr. van Dril's attendance at November Committee meeting for an update; or debrief from staff.

STAFF REPORTS

- a. Entrepreneurship Support Program Update
 - o Since launching program May 2017, Economic Development Committee has approved three (3) Evanston businesses for \$2,500 each (Jennifer's Edibles; Sharp Edge Crossfit and Human Success Factors Career Counseling); Program eligibility guidelines were narrowed to require

- participation in an multi-session business course program (such as Sunshine Community Business Academy, Urban League, Woman Business Development, Jewish Vocational Services – Skokie or Rodgers Park Business Alliance).
- Working to prepare for 2018, proposed budget is \$50,000; Jan 1st will reach out to list of business that has expressed interest in applying for funding. Plan for outreach and focus on areas of Evanston that have not historically received funding, such as Church & Dodge and Howard Street Evanston businesses.
- b. MWEBE Tracking Report Update
- LEP eligible projects with added Evanston hours: Garland/DBS Inc., Fog House Roof & Masonry Improvements (236 EV hours).
 - Copenhagen Construction, Fountain Square Renovation (550.25 EV hours) 11% compliance.
 - Joel Kennedy Construction, 2017 Water Main Improvement (949.5 EV hours), 18% compliance/2 laborers.
 - Building Paving, Parking Lot Improvement Projects is currently struggling with compliance with a late start (348.5 EV hours), compliance is 13%.
 - Elanar Construction, James Park North Field Renovations (70.75 EV hours), 14.3 compliance.
 - Water Resources Inc., Water Meter Replacement Program (30 EV hours), 1 LEP resident on the project who is a licensed plumber.
 - Penalty collected to date is \$70,029.45. Staff was asked to add another line with amount used and what is available.
 - Committee request additional follow-up: Provide a comparison of previous years MWEBE waived projects; Contact Ozinga to inquire how many folks work in town that they employ.
- c. LEP Summary – 2017 Capital Planning Projects – report attach to packet.
- d. Budget Issues – 2018
- We don't anticipate budget issues impacting programs involved with this committee (Union Reinstatement Support, LEP Training Reimbursement Support and Entrepreneurship Support Program); full steam ahead January 1st 2018.
 - Only thing we may see impacted is the total volume of projects for 2018. The projects we need to do have been identified but need figure out how to fun them; 2018 CIP projects total \$84M (2017 \$50M). Staff will present 2018 budget presentation to Council on October 23rd meeting. Would like to update Committee at next month meeting.
- e. Robert Crown RFP MWEBE Goal/Local Vendor List:
- Committee discussed RFP 17-57; city MWEBE goal and waiver process and if the city maintains a Local Vendor list. Staff informed Committee starting October 23rd; a brief summary of waiver request will be added to the MWEBE memo included in the Council packet. Staff directs Local Vendor list inquiries to the Evanston Public Library "Mergent Intellect" portal and provides contact information for Business Reference Librarian. Mergent Intellect portal allows contactors to search the resource database for business specifics in Evanston, by criteria: type of industry, minority or women-owned businesses.
 - Further discussions involved adding an Evanston Agency to the Construction Contactors' Assistance Organizations list (Exhibit included with city bid/rfp documents) that could provide a list of Evanston based businesses to Contractors. Staff would also add a disclaimer to the exhibit that states the list is a resource, not a referral of recommendation by the City of Evanston. Alderman Braithwaite, also would like the Committee to review contactors waiver request (not to hold up award process), but as discussion for the Committee to consider possible process changes.

New Business

Alderman Braithwaite informed the Committee that Bennett Johnson of the Minority Business Consortium submitted a proposal for an apprentice program that is under review by the City. Ald. Braithwaite stated the proposal is still in a very young stage of development and they are working through details. The apprentice program is a great opportunity to: expand the City workforce development, private developers to utilize our local labor force. The Committee had further discussion and questions on the proposal which included program funding from the City (LEP penalty or ED funds); use of LEP penalty funds (research ordinance for use of LEP penalty funds); how this program would affect the city current apprentice and workforce development programs.

- M. Lyons stated he will need to review current penalty funds guidelines use; if it covered apprenticeships but, feels it would be literally a formality. Also, Mr. Lyons shared he would be concerned about availability of funding; possibility to fund 3 to 5 years to give program chance to get started and attract other sponsors or partnership with contractors.
- Committee requested to review Ordinance 60-0-14 MWEBE-LEP Program and proposal language at the next meeting. S. Johnson will check with K. Brown, Youth Engagement Manager to verify funding for his program.

Adjournment

Motion to adjourn made by B. Reese and seconded by K. Rodgers. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 7:58 pm.

Respectfully Submitted,
Tammi Nunez, Purchasing Manager

2017 MWEBE Goal Compliant

| Dept. | Date | RFP/Bid | Project Title/Evanston Work Hours | Total Bid Amt | Total Labor Cost / LEP Labor Cost | % MWEBE | Name of MWEBE | M BE | W BE | E BE | D BE | Subcontract Amount |
|----------------------|-----------|-----------|--|---------------|-----------------------------------|--------------|---|------|------|------|------|---------------------|
| FAC | 1/9/2017 | RFP 16-72 | 2017-19 Multi Year Janitorial Services | \$120,576.00 | - | | Eco Clean Maintenance Inc. | | | | | |
| | | | | | | 41.5% | Dust Em Clean | X | | | | \$50,103.00 |
| PWA | 1/9/2017 | RFP 16-73 | Emerson Street Traffic Signals Moderization | \$86,100.00 | - | | Terra Engineering Ltd. | | | | | |
| | | | | | | 89.5% | Terra Engineering | | X | | | \$77,100.00 |
| PWA | 1/9/2017 | RFP 16-47 | Main Street Corridor Improvement Project (Revised) | \$77,800.84 | - | | Stanley Consultants | | | | | |
| | | | | | | 5.5% | Vested Strategies | | | X | | \$13,425.00 |
| | | | | | | 19.4% | Environmental Design | X | | | | \$47,613.84 |
| | | | | | | 2.3% | AES Services | X | | | | \$5,584.00 |
| | | | | | | 4.6% | Rubino Engineering | | X | | | \$11,178.00 |
| PWA | 1/23/2017 | RFQ 16-61 | Robert Crown Community Center Ice Complex | \$497,500.00 | - | | Woodhouse Tinucci Architects (RFQ not LEP eligible) | | | | | |
| | | | | | | 5% | Stearn-Joglekar | X | | | | \$25,000.00 |
| | | | | | | 1.6% | CCIM | X | | | | \$8,000.00 |
| | | | | | | 5.6% | Terra Engineering | | X | | | \$28,000.00 |
| | | | | | | 1% | Grumman/Butkus | | | X | | \$5,000.00 |
| | | | | | | 1% | Ann Kustner Lighting | | | X | | \$5,000.00 |
| January Total | | | | \$781,976.84 | | | | | | | | \$276,003.84 |
| Total to Date | | | | \$781,976.84 | | 35.2% | | 5 | 3 | 3 | 0 | \$276,003.84 |
| PWA | 2/13/2017 | RFP 16-74 | Robert Crown Community Center Ice Complex | \$123,212.00 | - | | Stanley Consultants | | | | | |

| Dept. | Date | RFP/Bid | Project Title/Evanston Work Hours | Total Bid Amt | Total Labor Cost / LEP Labor Cost | % MWEBE | Name of MWEBE | M BE | W BE | E BE | D BE | Subcontract Amount |
|-----------------------|-----------|-----------|---|----------------|-----------------------------------|--------------|--|----------|----------|----------|----------|---------------------|
| | | | | | | 25% | Milhouse Engineering Constr | X | | | | \$30,803.00 |
| PWA | 2/13/2017 | No bid # | Fog Houses Roof & Masonry Improvements (236 Evnstn hours) | \$354,947.00 | - | | Garland / DBS Inc. (compliant) | | | | | |
| PWA | 2/27/2017 | RFP 17-02 | Material Testing Services | \$150,000.00 | - | | Interra Engineering Services | | | | | |
| | | | | | | 95% | Interra Engineering Services | X | | | | \$142,500.00 |
| February Total | | | | \$628,159.00 | | | | | | | | \$173,303.00 |
| Total to Date | | | | \$1,410,135.84 | | 42.5% | | 7 | 3 | 3 | 0 | \$449,306.84 |
| PWA | 3/13/2017 | RFQ 16-75 | Howard Street Corridor Improvement Proj | \$289,820.70 | - | | Christopher Burke Engineering (RFQ not LEP eligible) | | | | | |
| | | | | | | 8.6% | Altamanu Inc. | | X | | | \$25,000.00 |
| | | | | | | 1.8% | Fish Transportation | | X | | | \$5,000.00 |
| | | | | | | 8.9% | GSG Consultants | X | | | | \$26,075.00 |
| | | | | | | 16.2% | Metro Strategies | | X | | | \$46,990.00 |
| PWA | 3/13/2017 | Bid 17-05 | Fountain Square Renovation (872 Evnstn hrs) | \$5,847,266.70 | \$2,700,000 / \$405,000 | | Copenhaver Construction (LEP Eligible) | | | | | |
| | | | | | | 27.2% | Alas Trucking | X | | | | \$1,595,444.00 |
| PWA | 3/13/2017 | Bid 17-12 | 50/50 Sidewalk Replacement Project | \$208,900.00 | - | | Schroeder & Schroeder Inc. | | | | | |
| | | | | | | 27.8% | Ozinga Ready Mix | | | X | | \$58,000.00 |
| PWA | 3/13/2017 | RFP 17-07 | Howard Street Theater | \$150,455.00 | - | | Ross Barney Architects | | | | | |
| | | | | | | 47% | Ross Barney Architects | | X | | | \$70,810.00 |
| | | | | | | 35% | Primera Engineering | | X | | | \$52,800.00 |
| PWA | 3/27/2017 | RFP 17-08 | Chandler- Newberger Community Center | \$80,965.00 | - | | Clark Dietz, Inc. | | | | | |
| | | | | | | 16.4% | Delta Engineering Group | X | | | | \$13,300.00 |
| | | | | | | 8.6% | Elliot Dudnik & Associates | | | X | | \$7,000.00 |

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|------------|----------------------|-----------|---|----------------|-----------------------------------|--------------|---|------|------|------|------|-----------------------|
| | March Total | | | \$6,577,407.40 | | | | | | | | \$1,900,419.00 |
| | Total to Date | | | \$7,987,543.24 | | 30.7% | | 10 | 8 | 5 | 0 | \$2,349,725.84 |
| PWA | 4/10/2017 | Bid 17-03 | 2017 Water Main Improvements & Street Resurfacing Project (949.5 Evnston hrs) | \$2,659,267.00 | \$200,000 / \$30,000 | | Joel Kennedy Constructing Corporation (LEP Eligible) | | | | | |
| | | | | | | 7% | Ozinga Ready Mix | | | X | | \$190,000.00 |
| | | | | | | 1.8% | E. King Construction | | X | | | \$50,000.00 |
| | | | | | | 2% | Menini Cartage, Inc. | | X | | | \$55,000.00 |
| | | | | | | 2.2% | Orient Express Service | X | | | | \$60,000.00 |
| | | | | | | 3.5% | Chicagoland Truckin' Company | X | | | | \$92,000.00 |
| | | | | | | .3% | Midwest Rem Enterprises | X | | | | \$10,000.00 |
| | | | | | | .8% | Roughneck Concrete Drilling | | X | | | \$23,769.00 |
| | | | | | | 6% | Barrera Construction Inc. | X | | | | \$160,000.00 |
| PWA | 4/17/2017 | Bid 17-04 | 2017 Motor Fuel Tax Street Resurfacing Project | \$977,779.00 | | | J.A. Johnson (not LEP Eligible - MFT Federally funded) | | | | | |
| | | | | | | 9.8% | Ozinga Ready Mix | | | X | | \$96,750.00 |
| | | | | | | .7% | D2K Traffic Equipment | X | | | | \$7,141.78 |
| | | | | | | 7.5% | Galaxy Underground, Inc | | X | | | \$73,950.00 |
| | | | | | | .8% | Highway Safety Group | X | | | | \$8,000.00 |
| PWA | 4/24/2017 | RFQ 17-11 | Street Light Master Plan Project | \$146,143.05 | | | Christopher Burke Engineering | | | | | |
| | | | | | | 24% | Delta Engineering Group | X | | | | \$35,333.09 |
| | | | | | | 25% | Altamanu Inc. | | X | | | \$37,573.06 |
| PWA | 4/24/2017 | Bid 17-27 | 2017 Parking Lot Improvement Project (348.5 Evnstn hrs) | \$1,188,000.00 | \$126,000 / \$18,000 | | Buidling Paving, Inc. (LEP Eligible) | | | | | |
| | | | | | | 4.2% | Ozinga Ready Mix | | | X | | \$50,000.00 |
| | | | | | | 10.5% | Elmund & Nelson | | X | | | \$124,825.00 |

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|----------------------|-----------|-----------|---|-----------------|-----------------------------------|--------------|--|------|------|------|------|-----------------------|
| | | | | | | 1% | Highway Safety Group | X | | | | \$11,540.00 |
| April Total | | | | \$4,971,189.05 | | | | | | | | \$1,085,881.93 |
| Total to Date | | | | \$12,958,732.29 | | 27.2% | | 18 | 14 | 8 | | \$3,435,607.77 |
| LIB | 5/22/2017 | Bid 17-28 | Main Library Underground Pkg Grg Upgrade - Phase 2 | \$198,000.00 | | | Reliable & Associates Construction Company | | | | | |
| | | | | | | 2.9% | Romero Steel Company | X | | | | \$5,800.00 |
| | | | | | | 9.5% | Beton Construction | | X | | | \$19,000.00 |
| | | | | | | 8% | Durango Painting | X | | | | \$15,900.00 |
| LIB | 5/22/2017 | RFP 17-19 | Back Up Electrical Generator Enginnering | \$45,556.00 | | | Clark Dietz, Inc. | | | | | |
| | | | | | | 23.6% | Delta Engineering Group | X | | | | \$10,761.00 |
| | | | | | | 8.7% | Elliot Dudnik & Associates | | | X | | \$4,000.00 |
| PWA | 5/22/2017 | RFP17-13 | Levy Senior Center Solar Panel Installation | \$62,700.00 | | | Continental Electrical Construction Company | | | | | |
| | | | | | | 14% | Express Electric Supply | X | | | | \$8,775.00 |
| May Total | | | | \$306,256.00 | | | | | | | | \$64,236.00 |
| Total to Date | | | | \$13,264,988.29 | | 27.2% | | 22 | 15 | 9 | | \$3,499,843.77 |
| PWA | 6/12/2017 | RFP 17-30 | Citywide Generator Evaluation | \$54,339.99 | | | CCJM Engineers | | | | | |
| | | | | | | 38% | CCJM | X | | | | \$20,839.99 |
| PWA | 6/12/2017 | Bid 17-34 | James Park North Field Renovations (239.5 Evnstn hrs) | \$930,062.00 | \$320,000 / \$48,000 | | Elanar Construction Company (LEP Eligible) | | | | | |
| | | | | | | 5.3% | Evanston Organics | | | X | | \$50,000.00 |
| | | | | | | 16% | JLL Construction | X | | | | \$148,079.00 |
| | | | | | | 2.5% | Paul Herrea Construction | X | | | | \$23,000.00 |
| | | | | | | .43% | Ozinga Ready Mix | | | X | | \$4,000.00 |
| PWA | 6/12/2017 | RFP 17-06 | 30" Downtown Transmission Feeder | \$519,166.00 | | | Alfred Bensesch & Company (RFP not LEP eligible, Consulting Svs) | | | | | |

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| | | | | | | 13% | M3 Engineering Group | | X | | | \$68,560.00 |
| | | | | | | 16% | GSG Consultants | X | | | | \$82,318.00 |
| PWA | 6/12/2017 | Bid 17-32 | Fleetwood Jourdain Center Washrm Renovations | \$182,900.00 | | Construction Consulting & Disbursement Services, Inc. | | | | | | |
| | | | | | | 1% | DES Painting | | X | | | \$2,200.00 |
| | | | | | | 17% | Flader Plumbing & Heating | | | X | | \$31,889.47 |
| | | | | | | 14.5% | Central Rug & Flooring | | | X | | \$26,530.00 |
| PWA | 6/26/2017 | RFP 17-06 | 30" Downtown Tranmission Feeder Main Engineering Serv | \$305,890.54 | | Alfred Bensesch & Company (RFP not LEP eligible, Consulting Svs) | | | | | | |
| | | | | | | 22.4% | M3 Engineering Group | | X | | | \$68,560.00 |
| | | | | | | 17.7% | GSG Consultants | X | | | | \$54,060.92 |
| PWA | 6/26/2017 | RFP 17-35 | Noyes Theater Stage Lighting Replacement | \$129,500.00 | | Gim Electric Company | | | | | | |
| | | | | | | 100% | Gim Electric Company | X | | | | \$129,500.00 |
| PWA | 6/26/2017 | RFP 17-36 | Emerson Street Wholesale Water Meter | \$234,900.00 | | Crawford, Murphy, & Tilly | | | | | | |
| | | | | | | 23.8% | J.A. Watts | | X | | | \$55,968.00 |
| | | | | | | 3.6% | GSG Consultants | X | | | | \$8,500.00 |
| June Total | | | | \$2,356,758.53 | | | | | | | | \$774,005.38 |
| Total to Date | | | | \$15,621,746.82 | | 28% | | 29 | 19 | 13 | | \$4,273,849.15 |
| PWA | 7/10/2017 | RFP 17-14 | Water Meter Replacement Program (130.75 Evnstn hrs) | \$1,153,500.00 | \$700,000 / \$105,102.45 | Water Resources Inc. (LEP Eligible)* using installation labor cost | | | | | | |
| | | | | | | 25% | Mobix Corporation | | | X | | \$175,170.75 |
| PWA | 7/24/2017 | Bid 17-38 | 2017 Alley /Street Improvement Project | \$1,301,882.10 | | Schroeder & Schroeder Inc. (not LEP Eligible - CDBG Federally funded) | | | | | | |
| | | | | | | 9.6% | Ozinga Ready Mix | | | X | | \$125,872.22 |
| | | | | | | 23.6% | | | X | | | \$307,708.00 |

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|----------------------|-----------|-----------|--|-----------------|-----------------------------------|--------------|--|------|------|------|------|-----------------------|
| July Total | | | | \$2,455,382.10 | | | | | | | | \$608,750.97 |
| Total to Date | | | | \$18,077,128.92 | | 29.7% | | 29 | 20 | 15 | | \$4,882,600.12 |
| PWA | 8/14/2017 | Bid 17-26 | Large Diameter Sewer Rehabilitation - Mulford Str Part 2 | \$365,330.00 | | | Insituform Technologies USA (not LEP Eligible - IEPA State funded) | | | | | |
| | | | | | | 6.7% | Sheridan Plumbing | | | X | | \$24,716.00 |
| PWA | 8/14/2017 | Bid 17-40 | Dempster Beach Office Renovations | \$249,297.00 | | | Structures Construction | | | | | |
| | | | | | | 2.8% | Windy City Heating & Cooling | X | | | | \$7,000.00 |
| | | | | | | 8.2% | Molite Electric, Inc. | X | | | | \$20,600.00 |
| | | | | | | 11.3% | C&G Construction Supply | | X | | | \$28,000.00 |
| | | | | | | 3% | Kedmont Waterproofing Co. | | X | | | \$7,500.00 |
| PWA | 8/14/2017 | Bid 17-43 | Gibbs Morrison Site Improvements (39.5 Evnstn hrs) | \$371,345.00 | \$100,000 / \$15,000 | | Copenhaver Construction (LEP Eligible) | | | | | |
| | | | | | | 3% | Galarza Trucking | | X | | | \$11,000.00 |
| | | | | | | 10.7% | Ozinga Ready Mix | | | X | | \$4,000.00 |
| | | | | | | 11.5% | Alas Trucking | X | | | | \$43,000.00 |
| August Total | | | | \$985,972.00 | | | | | | | | \$145,816.00 |
| Total to Date | | | | \$19,063,100.92 | | 26.3% | | 32 | 23 | 17 | | \$5,028,416.12 |
| PWA | 9/11/2017 | Bid 17-44 | 2017 CIPP Sewer Rehab Contract B (0 Evnstn hrs) | \$339,549.00 | \$118,606 / \$17,790 | | Kenny Construction (LEP Eligible) | | | | | |
| PWA | 9/25/2017 | RFP 16-61 | Robert Crown Community Center Ice Complex - Amnt #1 | \$2,146,833.00 | | | Woodhouse Tinucci Architecture (RFP not LEP eligible, Consulting Svcs) | | | | | |
| | | | | | | 7.2% | Stearn-Joglekar | X | | | | \$155,000.00 |
| | | | | | | 9.4% | CCIM | X | | | | \$203,000.00 |
| | | | | | | 4.5% | 26 | | X | | | \$98,000.00 |
| | | | | | | 1.3% | Grumman/Butkus | | | X | | \$30,000.00 |

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|------------------------|------------|-----------|--|-----------------|-----------------------------------|--------------|--|------|------|------|------|-----------------------|
| | | | | | | 1.8% | Ann Kustner Lighting | | X | | | \$40,000.00 |
| | | | | | | .3% | Carnow, Conibear & Associates | | X | | | \$8,000.00 |
| September Total | | | | \$2,486,382.00 | | | | | | | | \$534,000.00 |
| Total to Date | | | | \$21,549,482.92 | | 26% | | 34 | 26 | 18 | | \$5,562,416.12 |
| PWA | 10/9/2017 | Bid 17-50 | Fleetwood-Jourdain Center HVAC and Electrical Improvements (no pyrl submitted yet) | \$1,988,485.00 | LEP under discussion | | Central Lakes Company (LEP Eligible) | | | | | |
| | | | | | | 1.2% | April Cobra Enterprise | X | | | | \$25,000.00 |
| | | | | | | 23.2% | Gim Electric Company | X | | | | \$461,500.00 |
| | | | | | | 38% | Voris Mechanical | | X | | | \$770,000.00 |
| PWA | 10/23/2017 | RFP 17-51 | Inspectioin of Large Diameter Mains | \$578,940.00 | | | Pure Technologies (RFP not LEP eligible, Consulting Svs) | | | | | |
| | | | | | | 3% | DB Sterlin Consultants | X | | | | \$15,800.00 |
| October Total | | | | \$2,567,425.00 | | | | | | | | \$1,272,300.00 |
| Total to Date | | | | \$24,116,907.92 | | 29% | | 37 | 27 | 18 | | \$6,834,716.12 |
| PWA | 11/13/2017 | Bid 17-56 | Chandler Newberger Center HVAC & Electrical Improvements (proj starting 3/2018) | \$488,880.00 | \$25,000 / \$3,750 | | Ambler Mechanical Contractors (LEP Eligible) | | | | | |
| | | | | | | 10% | Dekayo Corp / Oritz Contractors | X | | | | \$48,888.00 |
| PWA | 11/27/2017 | RFP 17-59 | 2018 CIP Topographic Surveying Engineering Services | \$46,415.88 | | | Hampton, Lenzini & Renwick | | | | | |
| | | | | | | 25% | Millennia Professional Services | X | | | | \$11,750.88 |
| November Total | | | | \$535,295.88 | | | | | | | | \$60,638.88 |
| Total to Date | | | | \$24,652,203.80 | | 27.9% | | 39 | 27 | 18 | | \$6,895,355.00 |

| | | | |
|--|----------------------------|----------------------------|--------------|
| LEP Penalty Total 2013-2015 | Yr to Date 2016 | Yr to Date 2017 | Total |
| \$60,634.45 | \$9,395.00 | \$8,193.71 | \$78,223.16 |

| 2017 MWEBE Goal Waived | | | | | | |
|-------------------------------|-----------|--------------------|-----------------------|--|---|--|
| Dept. | Date | RFP/Bid # | Base Bid Amount | Project Title | Company | Reason Waived |
| HLT | 1/23/2017 | RFP 16-70 | \$30,000.00 | Agreement for City Wide Rodent Control | Smithereen Pest Control (Niles, IL) | Precludes Subcontracting Opportunities |
| | | January | \$30,000.00 | | | |
| | | To Date | \$30,000.00 | | | |
| PWA | 2/13/2017 | No Bid # | \$354,947.00 | Fog House Roof & Masonry | DBS Garland (Cleveland, OH) | Precludes Subcontracting Opportunities |
| | | Feb | \$354,947.00 | | | |
| | | To Date | \$384,947.00 | | | |
| PWK | 3/13/2017 | Bid 17-15 | \$210,078.00 | 2017 CIPP Sewer Rehab Contract A | Hoerr Construction (Peoria, IL) | Precludes Subcontracting Opportunities |
| PWK | 3/27/2017 | Skokie# 2017-01-07 | \$23,900.00 | Mowing Services | Cleanslate Chicago (Chicago, IL) | Precludes Subcontracting Opportunities |
| | | March | \$233,978.00 | | | |
| | | To Date | \$618,925.00 | | | |
| PWK | 4/17/2017 | Bid 17-25 | \$693,079.80 | Dutch Elm Disease Control Program | Robert Kinnucan Tree Experts (Lake Bluff) | Precludes Subcontracting Opportunities |
| | | April | \$693,079.80 | | | |
| | | To Date | \$1,312,004.80 | | | |
| PWK | 7/10/2017 | No Bid # | \$124,879.00 | Roof Masonry Repairs | DBS Garland (Cleveland, OH) | Precludes Subcontracting Opportunities |
| PWK | 7/24/2017 | Bid 17-42 | \$237,354.00 | Prking Garage Improvements | Bulley & Andrews (Chicago, IL) | Precludes Subcontracting Opportunities |

| Dept. | Date | RFP/Bid # | Base Bid Amount | Project Title | Company | Reason Waived |
|------------|-----------|----------------|-----------------------|-------------------------------------|--|--|
| | | July | \$362,233.00 | | | |
| | | To Date | \$1,674,237.80 | | | |
| PWK | 8/14/2017 | RFP 17-37 | \$50,000.00 | Hydraulic Modeling Services | Black & Veatch Corporation (Chicago, IL) | Precludes Subcontracting Opportunities |
| | | Aug | \$50,000.00 | | | |
| | | To Date | \$1,724,237.80 | | | |
| PWA | 10/9/2017 | Bid 17-49 | \$34,920.41 | Stump Removal & Parkway Restoration | Alvarez, Inc. | Precludes Subcontracting Opportunities |
| | | Oct | \$34,920.41 | | | |
| | | To Date | \$1,759,158.21 | | | |

| | |
|-----------------|-----------------------|
| YTD 2016 | \$1,273,442.37 |
|-----------------|-----------------------|

| <u>M/W/EBE Tacking Report Legend</u> |
|---|
| - PWA Public Works Agency |
| - ADM Administration |
| - HLT Health |
| - IT Information Technology |
| - CED Com Econ Dev |
| - LIB Library |

LEP Penalty Summary for Year End 2017

| <u>2013 Violators & Penalties</u> | <u>Amt</u> | <u>Training & Events</u> | <u>Amt</u> |
|--|---------------------------|---------------------------------------|--------------------------|
| SAK Construction | \$2,000.00 | Procuremt 101 (2014) | \$346.20 |
| Bolder Construction | \$9,000.00 | Procuremt 101 (2015) | \$329.27 |
| Chicagoland Paving | \$3,400.00 | Procuremt 101 (2016) | \$181.08 |
| Elanar Construction | \$4,100.00 | OHSA Training | \$925.00 |
| F.E. Moran | <u>\$6,700.00</u> | Flagger Training | <u>\$1,680.00</u> |
| | \$25,200.00 | | \$3,461.55 |
| | | | |
| <u>2014 Violators & Penalties</u> | <u>Amt</u> | | |
| Glenbrook Excauvation | \$4,000.00 | LEP 2013-2015 Penalties | \$64,096.00 |
| | \$4,515.00 | Training & Events | -\$3461.55 |
| A Lamp Concrete | <u>\$3,087.00</u> | Estimated LEP Funds | \$60,634.45 |
| A Lamp Concrete | \$11,602.00 | | |
| | | | |
| <u>2015 Violators & Penalties</u> | <u>Amt</u> | | |
| American Suncraft | \$11,558.00 | | |
| Kenny Construction | \$3,418.00 | | |
| Kovilic Construction | \$2,974.00 | | |
| APT (Auto. Prkg. Technol) | <u>\$9,344.00</u> | | |
| | \$27,294.00 | | |
| | | | |
| <u>2016 Violators & Penalties</u> | <u>Amt</u> | <u>2017 Violators & Penalties</u> | <u>Amt</u> |
| Glenbrook Excavation | \$5,281.00 | Builders Pavers | \$1,584.00 |
| DBS / Garland - Wtr Treatmt | \$3,067.00 | | |
| Reliable & Assoc - Ch St /Mpl Gge | \$1,047.50 | | |
| *Elanar Construction / Penny Park | - | | |
| A Lamp - 2016 Pkg Lot (counted 12.17 on tracking sheet) | \$6,609.71 | | |
| | <u>\$16,005.21</u> | | <u>\$1,584.00</u> |

* outstanding penalties not yet collected

TOTAL TO DATE = \$78,223.66



Memorandum

To: Honorable Mayor and Members of the City Council
Administration and Public Works Committee

From: Martin Lyons, Assistant City Manager/CFO

Subject: Ordinance 60-O-14 Amending the Minority, Women and Evanston Based Employer (MWEBE), and Local Employment Programs (LEP)

Date: October 7, 2014

Recommended Action:

The Minority, Women and Evanston Business Enterprise Development Committee (MWEBE) and staff recommend consideration of Ordinance 60-O-14, an amendment to the MWEBE/LEP revising the penalty section from a \$100/per day to a 1.0% of total project value penalty. This ordinance was originally introduced on April 28, 2014 and has been amended from a 3.0% penalty to 1.0%.

Summary:

This ordinance revision was originally presented to the Administration and Public Works Committee on April 28, 2014 and then subsequently reviewed on May 27, 2014 and June 9, 2014 at which time it was sent back to the MWEBE Committee for review. Attachment B is a history of the Committee and Council action through June 9, 2014. This history included suggestions from contractors to improve program administration.

At the July 2014 MWEBE Committee meeting this item was discussed in detail and the Committee unanimously recommended the amendment to a 1% penalty. Attachment B is a copy of the approved minutes from this meeting. As noted in these minutes and in previous discussions at both the Committee and Council level, the adjustments to the LEP fine structure is not the only revision being requested.

Through both Council and Committee discussion several recommendations for changes to both the ordinance and the program were suggested. Suggestions also came from contractors via a conference call held with contractors at the direction of the City Council. Below is a listing of these suggestions as well as staff research into possible program changes to incorporate these new processes and/or regulations.

Suggested Changes:

Changes to Ordinance 60-O-14 include the following:

1. Changes to section 2-C.10
 - a. Change the penalty provision to 1.0% of the total project cost as approved by Council.
 - b. Change the penalty provision such that any contractor in violation within the past three years can be excluded from future bidding for a period of not less than one year.
 - c. Add a provision that an employee that has been hired through the LEP may be removed from the program for a period of not less than one year for failing to adhere to program guidelines or due to termination by the contractor for cause. Such termination process will be reviewed by the Business and Workforce Development Coordinator.
 - d. Automatic review of the program to be conducted bi-annually by the MWEBE Committee.
2. Change the title of the new proposed full-time position to Business and Workforce Development Coordinator.
3. Creation of New Section 2.C.12: **Workforce Reserve Account:** The City shall establish a reserve account for the deposit of all penalty funds within the General Fund. This account may be utilized for the support of the LEP and other Workforce development programs as follows:
 - a. The MWEBE Committee shall receive a report on the balance of penalty funds as of the end of the fiscal year no later than March 31 after the close of that year.
 - b. The MWEBE Committee shall recommend utilization of these funds for placement in the next year's proposed budget in accordance with current LEP and Workforce Development program goals.
 - c. Both program goals and recommended expenditure of funds will be subject to approval by the City Council through the annual budget process.

Changes to procedures involved in the daily, monthly and annual administration of the LEP program are recommended as follows, and some of these changes are already in process:

1. Include more detailed instructions in bid documents to support contractor compliance. This information should help prior to bid submission as well as assist in compliance efforts once the bid is awarded.
2. Provide scheduled training for both contractors and LEP participants as follows:
 - a. Periodic (quarterly or semi-annual at a minimum) participant training on multiple topics as listed in Attachment D.
 - b. Staff will pursue training as a part of City training programs for internal employees, standalone training to be held at City sites, and contractor supported training at either contractor sites or at potential job sites if practical.
3. Communication with union halls for trades positions (Attachment E.)
4. Communication with participants after each bid release.
5. Memo to City Council by 1st meeting in February 2015 on new communication forms and training activities.

Further changes in procedures and administration will also develop through a continued interactive process resulting from enforcement, training, and reinvestment in the program.

Attachments:

Attachment A – Ordinance 60-O-14

Attachment B – June 9, 2014 agenda packet item with all attachments

Attachment C – MWEBE Committee minute meetings from July 2014

Attachment D – List of Training Options/Ideas

Attachment E – Letter to Union Halls

Effective Date: October 30, 2014

60-0-14

AN ORDINANCE

**Amending Title 1, "General Administration,"
Chapter 17, "Purchase, Sale, and Lease of Real and Personal City
Property," Section 1, "Purchase of Goods or Services," of the
Evanston City Code by Amending Subsection 1-17-1(C) of the
Evanston City Code, "Local Employment Program",
and Adding Subsection 1-17-1(D),
"Minority, Women and Evanston Business Enterprise (M/W/EBE) Goals"**

WHEREAS, the City of Evanston declares that its public policy is to promote and encourage the continuing economic development of Minority, Women and Evanston owned and operated businesses in the City's procurement process as to both prime contractors and subcontractors;

WHEREAS, the City expends millions of dollars on public works project contracts each year; and

WHEREAS, a large percentage of these contracts are with non-Evanston based businesses or with businesses employing non-Evanston residents; and

WHEREAS, the City Council determined that it is in the best interests of the City to implement a local hiring requirement which obligates construction contractors contracting with the City to employ Evanston residents for a certain number of hours during the contracted project; and

WHEREAS, it is the policy of the City of Evanston to create job opportunities for low to moderate income Evanston residents,

WHEREAS, through its bidding specifications, the City of Evanston previously established a goal of awarding not less than twenty-five percent (25%) of its contract awards to Minority, Women and Evanston owned businesses and strongly encouraged a minimum three percent (3%) utilization of Evanston owned businesses in its contract awards, and the City of Evanston now seeks to codify those goals herein;

WHEREAS, the City of Evanston seeks to increase its local tax base and promote employment and business opportunity for its local businesses through encouraging the use of Evanston owned businesses in the procurement process;

WHEREAS, it is the public policy of the City of Evanston to prevent discrimination on the basis of race, ethnicity or gender in the award or participation in City contracts and to eliminate discriminatory barriers so as to assure full and equitable opportunities for participation in contracts for all businesses;

WHEREAS, the City of Evanston continues to have a compelling interest in remedying discrimination in the Evanston market, and that the measures remain narrowly tailored to achieve that objective;

WHEREAS, the City of Evanston will continue race and gender neutral measures to broaden access and opportunity to all qualified businesses; and

WHEREAS, the goals adopted herein will be periodically reviewed to ensure the City of Evanston is compliant with all applicable laws in seeking its objectives;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EVANSTON, COOK COUNTY, ILLINOIS:

SECTION 1: That the foregoing recitals are found as fact and incorporated herein by reference.

SECTION 2: That Title 1, Chapter 17, Section 1(c), of the Evanston City Code of 1979, as amended, is hereby further amended to read as follows:

(C) Local Employment Program:

1. **Definitions:** For the purposes of this subsection (C), the Employment Program, the following terms shall be defined as follows:

CONTRACT: The written agreement to provide services established between the city and a contractor, including, but not limited to, a redevelopment agreement between the city and any contractor or party.

CONTRACTOR: An individual, partnership, corporation, joint venture or other legal entity entering into a contract, or a subcontract of whatever tier, for a public works project.

DESK REVIEW: A method of monitoring compliance with the Local Employment Program in which the Business and Workforce Development Coordinator contacts a contractor or subcontractor to gather relevant information or request relevant documentation.

EMERGENCY WORK: Work necessitated by an imminent threat to the property of the city or the health, safety, or welfare of its citizens.

GENERAL CONTRACTOR: An entity that enters into a contract directly with the city. The general contractor may also be known as the prime contractor.

LOCAL RESIDENT DATABASE: A database maintained by the city's Business and Workforce Development Coordinator containing the names of local residents who have expressed interest in employment on city public works projects.

NEW HIRE: Any employee of a contractor who is not listed on the contractor's last quarterly tax statement and was hired prior to or during the commencement of work on a public works project contract subject to the requirements of the Local Employment Program.

ON SITE MONITORING: The Business and Workforce Development Coordinator's act of visiting the site of a public works project to ensure compliance with the requirements of the Local Employment Program.

PUBLIC WORKS PROJECT: Any construction, alteration, demolition, or repair work done under contract and paid for in whole or in part from city funds.

RESIDENT: Any person whose domicile is in the city. The domicile is an individual's one and only true, fixed and permanent home and principal establishment. In order to qualify as a resident for purposes of the Local Employment Program, an individual must have established domicile within the city at least thirty (30) days prior to commencing work on any public works project subject to the Local Employment Program.

SUBCONTRACT: A contract that exists between the general contractor and a subcontractor or between subcontractors of any tier.

SUBCONTRACTOR: An entity that enters into a contract with the general contractor or another subcontractor.

TIER: The level of relationship to the prime contractor of a subcontractor who enters into a contract under a prime contractor or another subcontractor to perform a portion of the work on a project.

2. Work Hours And New Hire Requirements:

a. Unless prohibited by federal, state, or local law, all contractors entering into contracts with the City for public works projects valued at two hundred fifty thousand dollars (\$250,000) shall ensure that:

1) fifteen percent (15%) of the total work hours are performed at the construction site by City of Evanston residents, as laborers and/or trade persons; and

2) a minimum of one Evanston resident is hired.

b. The effectiveness of the Local Employment Program regarding the minimum percentage of work hours and residents hired will be evaluated by city staff after two (2) years of implementation.

c. These requirements shall bind the contractor both with respect to persons working directly for the contractor and to subcontractors, regardless of tier or phase of the project, hired to perform any portion of the contracted work. The contractor shall ensure that subcontractors comply with the requirements of the Local Employment Program. It shall be the responsibility and obligation of the

contractor that all contracts are in overall compliance with this subsection (C) and all the requirements listed herein.

d. Requirements of the Local Employment Program are satisfied if the contractor already employs Evanston residents sufficient to meet fifteen percent (15%) of the project's total work hours. Some or all of these requirements may be waived if a waiver is obtained from the city pursuant to subsection (C)5 of this section.

3. Contracts, Bid Documents, Subcontracts: Where appropriate and consistent with law, contracts and bid documents shall incorporate the Local Employment Program by reference and shall provide that the failure of any contractor or subcontractor to comply with any of its requirements shall be deemed a material breach of the contract or subcontract entitling the city to all the remedies and damages available for material breach of a contract. All subcontracts shall expressly acknowledge the city's status as a third party beneficiary to the subcontract and further expressly acknowledge that the city, as a third party beneficiary, shall have the right to enforce the provisions of the Local Employment Program. Contracts and bid documents shall require bidders, contractors and subcontractors to maintain records necessary for monitoring their compliance with the Local Employment Program.

4. Automatic Review: This subsection (C) shall be reviewed to address any deficiencies on a bi-annual basis by the Minority, Women and Evanston Business Enterprise Development Committee.

5. Waiver:

a. The contractor may request that the Business and Workforce Development Coordinator waive all or a portion of the requirements imposed under the Local Employment Program. Such requests must be in writing and must be received by the Business and Workforce Development Coordinator prior to the award of any public works project contract. In order to apply for a waiver, the contractor must submit:

1) Documentation to the Business and Workforce Development Coordinator demonstrating that:

a) The contractor utilized the local resident database to attempt to satisfy the Local Employment Program hiring requirement.

b) The contractor notified residents of the employment opportunities available for the project. Such notification must have appeared in the employment section of a newspaper of local general circulation. Additionally, the Illinois department of employment security's

office located in Evanston, Illinois, must have been notified of the employment opportunities. All notices must have stated that all qualified applicants would receive consideration without regard to race, color, religion, sex or national origin.

c) The contractor, for a contract utilizing union labor, contacted in writing Chicagoland labor unions to request a resident for employment on the project.

2) Any additional documents requested by the Business and Workforce Development Coordinator in order to evaluate the waiver request.

6. Business and Workforce Development Coordinator

a. The Business and Workforce Development Coordinator shall determine, based on the required documentation and conditions cited by the contractor that make compliance unfeasible, whether to grant the waiver prior to the award of the contract. Examples of such conditions include, but are not limited to:

1) Intermittent service by one trade throughout the life of the project.

2) Nonavailability of resident(s) necessary to fulfill craft position(s) required for the project.

b. If circumstances arise subsequent to the issuance of the contract, the results of which the contractor believes will prevent satisfying the Local Employment Program requirements, the contractor will immediately notify the Business and Workforce Development Coordinator by requesting in writing a waiver of the percentage that cannot be met. The Business and Workforce Development Coordinator or his or her designee shall meet with the applicant as necessary and issue a decision within five (5) business days, including a determination as to any retroactive liability for failure to achieve the goals for work undertaken prior to the application for such a waiver.

7. Local Resident Selection: It is the contractor's responsibility to meet the requirement of the Local Employment Program. In order to satisfy the work hours and/or new hire requirements of the Local Employment Program, contractors working under a collective bargaining agreement shall contact the appropriate local union hall to request a resident. If a resident is not available for dispatch by that union hall, the contractor shall contact the Business and Workforce Development Coordinator or his or her designee to request an available Evanston resident. The Business and Workforce Development Coordinator or his or her designee will thereafter provide the name of a resident matching the qualifications defined by the contractor to the local union hall and

that resident will be dispatched to the contractor within three (3) business days in accordance with the lawful hiring hall rules of the respective union. Failure of the Business and Workforce Development Coordinator to provide an individual shall not relieve the contractor from their responsibility to comply with the Local Employment Program.

In order to satisfy the work hours and/or new hire requirement of the Local Employment Program, contractors working in the absence of a collective bargaining agreement shall contact the Business and Workforce Development Coordinator or his or her designee to request an available Evanston resident from the local resident database. The Business and Workforce Development Coordinator or his or her designee will provide the name of a resident matching the qualifications identified by the contractor within three (3) business days.

8. Reporting Requirements: The contractor shall submit reports as required by the city in order to comply with the Local Employment Program. These reports may include weekly certified payroll records for all crafts within five (5) working days of the end of each payroll period. Additionally, the city may require a weekly or monthly summary of the information that would be obtainable from the certified payroll regarding local hire by craft. These reports, if required, must show the person-hours on a laborer and/or trade person basis and, in the case of certified payroll records, identify the address, new hires, and trade and status (journeyperson or apprentice) of all employees on the project. All reports must have an original signature and be signed by an authorized officer of the company under penalty of perjury. The city will make a copy of all required forms available to contractors.

Nothing in the Local Employment Program is intended to eliminate the requirement of a contractor to maintain certified payrolls or of the subcontractors to provide certified payrolls to the contractor, or for any contractor to provide certified payrolls to any party that requests them, as required under Illinois state law.

9. Monitoring: The Business and Workforce Development Coordinator or his or her designee will monitor compliance with the requirements of the Local Employment Program by means including, but not limited to, desk reviews or on site monitoring. Audits of compliance may require the review of documents such as certified payrolls, canceled checks, or quarterly wage and withholding reports. Full scale investigations of noncompliance or violations will be on an as needed basis as determined by the Business and Workforce Development Coordinator.

A contractor that fails to provide requested documents or misrepresents material facts in such documents shall be deemed to be noncompliant with the local employment program.

10. Post-Award Meeting: At its discretion, the Business and Workforce Development Coordinator or his or her designee may require the contractor to attend a post-award meeting to familiarize the contractor with the Local Employment Program requirements and to identify the individual by position and name if available. If requested by the contractor post-award, or at any time during the project, the city shall hold such a meeting within ten (10) business days.

11. Penalty: If the contractor or subcontractor should fail to meet the total percentage of resident project hours for any reason, without having received a waiver as outlined in Section C-5 above, the City may impose a fine up to one percent (1.0%) of the approved project price in total. Contractors or subcontractors that are out of compliance due to a resident termination or resignation, shall immediately notify the Business and Workforce Development Coordinator of this occurrence within two (2) business days. Subsequently, the contractor or subcontractor shall have five (5) additional business days to replace a terminated or resigned worker with another resident. If the contractor or subcontractor fails to make the replacement or to notify the Business and Workforce Development Coordinator of this occurrence, the offending party will also be subject to a penalty up to one percent (1.0%) of the approved project price. If the noncompliant contractor makes a good faith effort to replace the resident, the fine may be waived.

At the sole discretion of the City, a contractor or subcontractor that has violated the terms of the Local Employment Program within a three-year period may be determined a non-responsible bidder and excluded from bidding on future projects for a period of not less than one year.

At the sole discretion of the City, an employee that has been hired through the LEP may be removed from the program for a period of not less than one year for failing to adhere to program guidelines or due to termination by the contractor for cause. Such termination process will be reviewed by the Business and Workforce Development Coordinator.

12 Workforce Reserve Account: The City shall establish a reserve account for the deposit of all penalty funds within the General Fund. This account may be utilized for the support of the LEP and other Workforce development programs as follows:

- The MWEBE Committee shall receive a report on the balance of penalty funds as of the end of the fiscal year no later than March 31 after the close of that year.
- The MWEBE Committee shall recommend utilization of these funds for placement in the next year's proposed budget in accordance with current LEP and Workforce Development program goals.
- Both program goals and recommended expenditure of funds will be subject to approval by the City Council.

SECTION 3: That Title 1, Chapter 17, Section 1, of the Evanston City Code of 1979, as amended, is hereby further amended by adding a new Subsection (D), "Minority, Women and Evanston Business Enterprise (M/W/EBE) Goals," to read as follows:

(D) Minority, Women, and Evanston Business Enterprise M/W/EBE) Goals:

1. Definitions: For the purposes of this Subsection (D), Minority, Women and Evanston Business Enterprise (M/W/EBE) Goals, the following terms shall be defined as follows:

EVANSTON-OWNED BUSINESS ENTERPRISE or EBE: An entity which is located in or has one or more offices located in the City for a minimum of one year and which performs a "commercially useful function." The business must be certified by the City in accordance with the provisions of Section 1-17-1(B).

MINORITY-OWNED BUSINESS ENTERPRISE or MBE: A business which is at least fifty-one percent (51%) owned by one or more members of one or more minority groups, or, in the case of a publicly-held corporation, at least fifty-one percent (51%) of the stock of which is owned by one or more members of one or more minority groups, whose management and daily operations are controlled by one or more members of one or more minority groups. The City Manager or his or her designee shall determine which MBE certifications shall be accepted by the City.

WOMEN-OWNED BUSINESS ENTERPRISE or WBE: A business which is at least fifty-one percent (51%) owned by one or more women, or, in the case of a publicly-held corporation, fifty-one percent (51%) of the stock of which is owned by one or more women, whose management and daily business operations are controlled by one or more women. The City Manager or his or her designee shall determine which WBE certifications shall be accepted by the City.

M/W/EBE Goals: The City of Evanston establishes the goal of awarding not less than twenty-five percent (25%) of its contract awards to MBE, WBE and EBE businesses. The City of Evanston establishes the goal of awarding not less than three percent (3%) utilization of EBEs in its contract awards. The provisions of this ordinance shall be implemented by the City Manager or his or her designee. The provisions of this ordinance do not guarantee contract participation.

SECTION 4: That nothing in this Ordinance shall be construed to contravene any state or federal law and the provisions of this Ordinance shall not apply in circumstances when it is determined by the federal government or a court of

competent jurisdiction that its application would violate federal law or regulation or prevent the City of Evanston's receipt of federal funds.

SECTION 5: That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 6: That if any provision of this Ordinance 60-O-14 or application thereof to any person or circumstance is held unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

SECTION 7: That this Ordinance 60-O-14 shall be in full force and effect from and after its passage, approval and publication in the manner provided by law.

Introduced: April 28, 2014

Adopted: October 13, 2014

Approved:

October 30, 2014

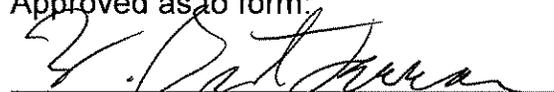


Elizabeth B. Tisdahl, Mayor

Attest:


Rodney Greene, City Clerk

Approved as to form:


W. Grant Farrar, Corporation Counsel



Memorandum

To: Alderman Peter Braithwaite, MWEBE Committee Chair
MWEBE Committee

From: Tammi Nunez, Purchasing Manager

Subject: MWEBE Committee 2018 Meeting Dates

Date: December 11, 2017

The MWEBE Committee meeting date is the 3rd Wednesday of each month. 2018 proposed committee meeting dates, for approval are:

January 17, 2018

February 21, 2018

March 21, 2018

April 18, 2018

May 16, 2018

June 20, 2018

July 18, 2018

August 15, 2018

September 19, 2018

October 17, 2018

November 21, 2018

December 19, 2018

PROPOSAL TO TRAIN YOUNG ADULTS FOR APPRENTICESHIPS

Evanston Minority Business Consortium, Inc.
1018 Darrow Avenue
Evanston, Illinois 60202
847/492-0177
embcinc@aol.com

Evanston Minority Business Consortium, Inc. Proposal to Train Young Adults for Apprenticeships

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History and Mission

The Evanston Minority Business Consortium (EMBCI) was chartered by the State of Illinois on September 29, 2011 by several building trades and real estate professionals for the purpose of promoting community development by charitable and eleemosynary activities. It was granted tax exempt status under Section 501 (c) (3) of the Internal Revenue Code on May 14, 2015.

The mission of EMBCI is to provide training for contractors, individuals aspiring to enter the building trades as entrepreneurs or apprentices, including how to become certified as a minority or woman business enterprise (MBE or WBE). EMBCI provides information on the basics of financing and how to rehabilitate dwelling units or structural improvements to homeowners and those in the process of acquiring houses or condominiums.

The Programs and Accomplishments of the EMBCI

EMBCI was organized to insure the inclusion of unemployed and underemployed workers and minority-owned, women-owned and local contractors in any and all of the City of Evanston affordable housing programs. As a result of our efforts more than seventy-five percent of the available contracts under an eighteen million dollar NSP2 grant were awarded to MBE/WBE and EBE contractors

An EMBCI workshop on how to prepare bids that was led by George Lytle who has more than thirty years as the CEO of a very successful construction firm.

A certification workshop was held by the Director of the MBE/WBE/DBE at the Chicago Transit Authority.

EMBCI partnered with the Chicago Urban League in the launching of an interactive website—Contracts & Connections Portal

EMBCI has renovated one house at a cost in excess of fifty thousand dollars (\$50,000.00) in materials and labor with little or no cost to the owner (less than \$1,000).

EMBCI has conducted two (2) cohorts of the Pre-Apprenticeship Training Program (PATP) comprising of a total enrollment of thirty-seven (37) men and women with more than ninety percent (90%) residents of Evanston. Eighteen (18) individuals completed the Program; six (6) were placed in apprenticeships; one (1) went to college and one (1) began his own building trades business. The cost of the entire program was underwritten by member of EMBCI.

The Goals and Objectives

The planned outcome of these symposiums and workshops is to create a group of more informed young adults about apprenticeships in the building trades and to place those who complete the program in apprenticeship programs. The youth who are marginal in the school and community that are often designated as “at risk or hard-to-reach” shall be focused upon in the recruitment process. EMBCI has as a goal to reduce the level of violence and destructive activity in the community by providing training and a window of opportunity for persons in this group. EMBCI is convinced that young men and women who have a job and career tend to be less involved in anti-social behavior.

The Structure

EMBCI proposes to hold three (3) training cohorts during the grant year. Each session will last for twelve (12) weeks. These events will convene twice a week for two (2) hours in the evening with a four (4) hour session on Saturdays. One day a week for eight (8) weeks an additional two (2) hours from 7:00AM to 9:00AM at a bona fide construction site will part of the training for those individuals who have not had any experience at construction work. Participants will be compensated at the rate of ten dollars and seventy-five cents (\$10.75) per hour.

At these sessions the workshop leaders will provide information to the attendees with the goal of preparing them to enter a building trade apprenticeship program. The panelists and workshop leaders will concentrate upon work ethics, preparing for the apprenticeship tests, the green aspect of construction, how to read blueprints, safety and how to interview for a position. The target groups to be enrolled in these sessions are young adult male and female persons belonging to a minority group between the ages of eighteen (18) and forty (40). Young persons in this age group who are not attending school will be allowed to participate as well. No person will be excluded because of race or age.

The Follow-up and Evaluation

The persons who attend the Pre-Apprenticeship Program will apply for an apprenticeship program. EMBCI will function as a contact point for assistance—academic or social—that is needed by any of the graduates of the Pre-Apprenticeship Program. EMBCI will continue to provide counseling and other support to those who complete the application process and are enrolled as apprentices with a trade union. All of the participants will be surveyed at the end of the grant year in order to determine how many of them are enrolled in an apprenticeship program.

The Pilot Program

The first phase of the Pre-Apprenticeship Training Program began in August 2016 with one training cohort of a twelve (12) persons for twelve (12) weeks. The group convened once a week for a four (4) hour session on Saturdays.

It is proposed that the practicum part of the training will involve those individuals with limited or no experience in construction work. The practicum will be held once a week for eight (8) weeks an additional two (2) hours from 7:00AM to 9:00AM at a bona fide construction site. Participants will be compensated at the rate of ten dollars and seventy-five cents (\$10.75) per hour

Partnerships

EMBCI has developed some partnerships with several organizations and the plan is to develop many more associations with organizations which are acting to improve the career goals of young adults.

Chicago Women in Trades

Founded by tradeswomen in 1981, Chicago Women in Trades (CWIT) exists to improve women's economic equity by increasing their participation in high-skill, blue-collar occupations. The under-representation of women in the skilled trades occupations, where women constitute less than 3% of a workforce that numbers over 220,000 in Illinois, despite federal legislation and regulations that prohibit gender discrimination in hiring and require the recruitment of women apprentices. In 1987 CWIT established the Technical Opportunities Program (TOP), a pre-apprenticeship program preparing women to compete for and succeed in construction apprenticeship programs and other related nontraditional occupations. The Program Manager of CWIT, Linda Hannah, has agreed to assist in providing instructional and other support for the female trainees.

Apprenticeship Information Center Advisory Committee of Greater Chicago

EMBCI has been attending the regular meetings of the Apprenticeship Information Center Advisory Committee of Greater Chicago. AIC is composed of Apprenticeship Coordinators from the various building trade unions located in Northeastern Illinois. Individual members of AIC will be asked to provide specific information to the trainees about their trade during the Pre-Apprenticeship Training Program. Maurice King, Chairman of AIC made the initial presentation to the PATP enrollees. Johnetta Ryan, Director of Education to Careers for the Construction Industry Service Corporation, is planning to support the Pre-Apprenticeship Training Program.

Budget for a Single Cohort of the PATP

| | |
|--|----------------------------|
| Personnel | \$12,000.00 |
| Student Stipends | \$ 7,200.00 |
| Books and Supplies | \$ 600.00 |
| Space Costs | \$ 3,000.00 |
| Office Equipment – Computers | \$ 6,000.00 |
| Office Equipment – Desks | \$ 1,800.00 |
| Office Equipment – Copier and Audio-visual | \$ 2,600.00 |
| Telephone and Related | \$ 525.00 |
| Travel and Related | \$ 1,000.00 |
| Administrative Overhead | \$ 3,000.00 |
| Total | <u>\$ 37,725.00</u> |

The Staffing and Workshop Leaders

1. Frantz Cartright - Construction Contract Manager – CATH Associates

Frantz Cartright has a degree in Architecture from the University of Illinois and an engineering degree from Northwestern University. He has worked with Skidmore Owings and Merrill and Schal Associates. In 1989 he formed CATH Associates as a construction contract management firm; some of its clients are the Field Museum, the Chicago Transit Authority, the City of Chicago, the City of Evanston, Great Lakes Naval Training Center, Museum of Science and Industry and many others.

2. MacArthur Diggs – Labor Expert – AFSCME

MacArthur Diggs is a graduate of Harrison Industrial Skills Center in Chicago and Kendall College where he graduated with a degree in Political Science. From 1975 to 2000 he owned and operated Diggs & Diggs Painting and Remodeling Company in Evanston. Diggs was a warehouse supervisor for the Chicago Distribution Center of the University of Chicago Press in 1978 and 79. During that period he worked for the City of Evanston in the Transportation Department from 1980 to 2002. Diggs was the Chief Steward of AFSCME Local 1891 while employed by the City of Evanston. He worked at the Safety Department at Evanston Township High School from 1990 to 2003. He is an Executive Board Member of AFSCME Retirees Local 161 and an active member of the Coalition of Black Trade Unions. Diggs has been the campaign chairman for several candidates of the Democratic Party of Evanston

3. William Eason - General Contractor- Priority Management Services,LLC

William P. Eason has been a licensed General Contractor for over 30 years in the Construction Industry in the Evanston area. His firm offers general repair, new construction and total rehabilitation of residential and commercial buildings. The mission of Priority is to hire and teach local young men and women who are looking for work in the construction field

4. Lindsey Gayles - Management Consultant – Gayles & Associates, Inc.

Lindsey Gayles has functioned as the Senior Diversity Officer for the Water Reclamation District (MWRD) for several years. During his term of service he wrote the ordinance for MWRD contractors to use minority and female apprentices to work a predetermined amount of hours on all contracts. He had the responsibility to train apprenticeship candidates in order to prepare them for their job assignments. Gayles has had extensive experience as a strategic planner and real estate development urban planner. He was a planner for the City of Chicago as well as the liaison for the City Council of Chicago.

5. Bennett J. Johnson, II – Management Consulting – The UCI Group, Inc.

Bennett J. Johnson has an extensive and broad career in the private and public sector with particular experience in minority economic development. He formed a management consulting company, The UCI Group, which has served clients since 1970 to date. The client base for UCI has included: Ameritech, the Chicago Public Library, the City of East St. Louis, the City of Chicago, the Government of Lesotho and Muhammad Ali.

6. Bennett Johnson, III – Financial and Green Services – Ocean’s Energy, Inc.

Bennett Johnson, III is the CEO of The UCI Group. In this capacity from July 1995 to July 2007 he has spent over twenty years in management, finance and operations, shepherding transactions from concept to final capital structure to post transaction, verification. He builds and manages teams of experts focused on energy, information, finance and technology trends shaping market dynamics through strong communication and accountability. Johnson received a Bachelor’s degree in Biomedical Engineering Sciences from Harvard University and from the London School of Economics a master’s degree in Industrial Relations and Personnel Management. From July 2007 to December 2008 he served as the City of Chicago's Budget Director in the Office of Budget and Management. As Budget Director, Johnson was responsible for preparing, managing, and executing the City's annual six billion dollar operating budget and the eight billion dollar capital budget for over 40 departments with more than 35,000 employees. In

addition for ten years, Johnson was Managing Director for A.C. Advisory, Inc./Alta Capital Group. He was responsible for researching and advising on innovative financing strategies to enable clients to reach their fiscal and corporate goals. Additionally, he built databases to analyze statistical trends from collected data and provided strategic and risk management consulting for municipal and corporate clients. While at Alta, Johnson was charged with the execution, documentation, pricing and closing for over \$34 billion of municipal bond issues.

7. Maurice King – Assistant Director Apprenticeship Program - IBEW Local 134

Maurice King is Vice President of the International Brotherhood of electrical Workers, Local 134. He has a Bachelor degree from the National Labor College and a Masters from the University of Baltimore. King started as an apprentice in 1985. After working as foreman and union steward a Training Instructor for the apprenticeship programs, he became the Community Relations Coordinator. He began the 134 Jump Start Program that had the goal of increasing a more diverse work force. King is a board member of several organizations, including the Chicago Vocational Career Academy, Simeon Career Academy, ACE Technical High School and Chicago Women in Trades.

8. John Klyczek – Educator

John Klyczek is a graduate of Eastern Illinois University, earning both a Bachelor's and a Master's degree. He has written extensively and has been a tutor for a number of years. Although much of his tutoring has been in English and writing, he has helped prepare students to take the GED test Prairie State College and Lake Land College Workforce Development Center. Klyczek is an Adjunct Instructor at Prairie State College teaching a course i-Pathways GED Complete Review.

9. Calvin Lynn – General Contractor – PDQ Construction, Inc.

Calvin Lynn is a licensed contractor and experienced. A multi-skilled contractor in all trades with dedicated with licensed subcontractors, Calvin Lynn works in home improvement and rehabilitation. He has remodeled residential units for condo associations and real-estate management groups on a multitude of projects. He has also worked on numerous large-scale commercial and residential projects as a contractor and project manager. Lynn presents homeowners and real estate management with the latest designs and materials to accomplish satisfactory ends for a project, coming up with innovative ways to remodel their homes and properties on time and within the budget.

10. George Lytle – Landscape Contractor – Turf Care Landscaping, Inc.

George Lytle is the co-owner of a highly successful landscaping company, Turf Care, Inc. He and his wife, Connie, have operated the firm from 1984 to date. Lytle was a graduate of Fisk University majoring in Physical Education. He did graduate work at Northeastern Illinois University and Northern Illinois University. Lytle was a secondary school teacher for the Chicago Public Schools and from 1970 to 1984 he was on the faculty of Evanston Township High School. The clients for Turf Care include the City of Chicago, the City of Evanston, the Chicago Park District, Cook County and the U.S. Naval Base at Great Lakes.

11. Michael Sutton – Engineer – Infrastructure Engineering, Inc.

Michael Sutton is civil engineering graduate of Northwestern University. He is President and Chief Executive Officer of Infrastructure Engineering, Inc. with 29 years of progressive experience with the study, design, construction, maintenance and operation of highway, railroad, transit and airport facilities. Mr. Sutton's expertise has been further shaped and refined by diverse work experience in both the private and public sectors; including 10 years with the Illinois Department of Transportation. Mr. Sutton is an active member and past Chairman of the Transportation Group and past Director of the Illinois Section of the American Society of Civil Engineers. He belongs to Black Contractors United and the Alliance of Business Leaders and Entrepreneurs (ABLE), an organization comprised of the most prominent African-American-owned companies in the City of Chicago.

12. Lonnie Wilson - Management Consultant – WAL Consulting

Lonnie Wilson works primarily with community organizations and small businesses in human services counseling, marketing and social media consulting. An Evanston native and graduate of ETHS Wilson attended Mississippi Valley State College. He worked as Sterilization Specialist for Baxter Laboratories, as a heavy equipment operator for the Deep Tunnel Project and a Counselor for Family Focus. He was organized Community Builders and built the Gibbs-Morrison facility which included geothermal heating. Wilson is LEEDS certified

13. Kina McAfee – Apprenticeship Coordinator – Carpenters Union

Kina McAfee works as the Apprenticeship Coordinator for the Regional Council of Carpenters based in Elk Grove Village, Illinois.

APPENDIX

Appendix I

Curriculum

| | |
|---|---|
| Basic Mathematics | Bennett Johnson, III Kina McAfee |
| Reading Comprehension | Bennett Johnson, II |
| Basic Blueprinting Terminology | Frantz Cartright Michael /Sutton |
| Trade Union History and Mission | Maurice King |
| Role in Trade Union | MacArthur Diggs Lindsay Gayles |
| Responsibilities of an Apprentice | Calvin Lynn |
| Work Ethics | George Lytle |
| Green Construction | Lonnie Wilson |
| Preparation for the General Education Development Test | John Klyczek |

Appendix II

Budget Analysis for a Single Cohort

Personnel:

5 instructors
12 weeks
\$200.00 per week
1 segment

Total Personnel \$12,000.00

Student Stipends:

12 students per session
12 week session
\$50.00 per week
1 segment

Total Student Stipends \$7,200.00

Books and Supplies:

12 students
\$50.00 per student

Total Books and Supplies \$ 600.00

Space Costs:

3 months
\$1,000.00 per month

Total Space Costs \$3,000.00

Office Equipment – Computers:

12 units
\$500.00 per unit

Total Computers \$6,000.00

Office Equipment – Desks:

12 desks
\$150.00 per desk

Total Desks \$1,800.00

Office Equipment – Copier and Audio-Visual:

1 photocopy machine
1 slide projector
Total Copier and Audio-Visual \$ 2,600.00

Telephone and Related:

3 months
\$175.00 per month

Total Telephone and Related \$ 525.00

Travel and Related

Bus Services
Refreshments

Total Travel and Related \$1,000.00

Administrative Overhead:

Utilities
Contractual Services

Total Administrative Overhead \$3,000.00

Total Budget \$37,275.00

Projected Annual Budget

| | |
|--|---------------------------|
| Personnel | \$36,000.00 |
| Student Stipends | \$21,600.00 |
| Books and Supplies | \$ 1,800.00 |
| Space Costs | \$ 9,000.00 |
| Office Equipment – Computers | \$ 6,000.00 |
| Office Equipment – Desks | \$ 1,800.00 |
| Office Equipment – Copier and Audio-visual | \$ 2,600.00 |
| Telephone and Related | \$ 1,575.00 |
| Travel and Related | \$ 3,000.00 |
| Administrative Overhead | \$ 9,000.00 |
| Total | <u>\$92,375.00</u> |