



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

**Wednesday, May 16, 2018 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 April 18, 2018**
- 3. Guest Introductions**
- 4. UNFINISHED BUSINESS**
  - a. Procurement 101 – Debriefing**
  - b. Under 20 Spend Update**
- 5. STAFF REPORTS**
  - a. M/W/EBE and LEP Tracking Report**
  - b. 2018 Capital Planning Projects & LEP Summary - Tentative Schedule**
  - c. Bulley & Andrews Vendor Fair Debriefing**
- 6. NEW BUSINESS**
- 7. ADJOURNMENT**
- 8. NEXT MEETING: Wednesday, June 20, 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](http://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, April 18, 2018

6:30 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Ave, Room 2403 - Lagoon Conference Room

**MEMBERS PRESENT:** Ald. Braithwaite, Ald. Rue-Simmons, Joshua Gutstein, Yves Lassere, Jessica Oldani and Juneitha Shambee

**MEMBERS ABSENT:** Malik Kemokai, Bob Reece and Kenneth Rodgers

**STAFF PRESENT:** CFO/ City Treasurer Hitesh Desai, Purchasing Manager Tammi Nunez, Business Diversity Compliance Coordinator Sharon and Capital Planning & Engineering Bureau Chief Lara Biggs

**OTHERS PRESENT:** Commissioner Josina Morita, Linda Larkin, Joel Klahn, Nosa Ehimwenman, Calvin Lynn, John Threats, Jr. and Bennett Johnson

**PRESIDING MEMBER:** Ald. Braithwaite

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**Declaration of a Quorum**

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

**Approval of Minutes**

Motion to approve the Minutes as presented from March 21, 2018 made by Y. Lassere and seconded by J. Oldani. **Vote called and taken. Motion passed unanimously.**

**Guest Introduction:**

Linda Larkin (reported Under 20 Spend);

Commissioner Josina Morita reported Metropolitan Water Reclamation District of Greater Chicago (MWRD) has a \$1.2 billion budget. The agency provides storm and sewer services for over 10 million people across Cook County. MWRD contracts professional engineering services, flood control, pavement rehabilitation, plumbing services and ect.); material supplies for seven wastewater treatment plants (Howard and McCormick); Diversity programs include MBE/WBE/SBE are designed to increase participation with businesses owned by minorities, women and small businesses. Commissioner Morita shared vendor and contact opportunities and how to find MWRD on their website with the Committee.

Joel Klahn, and Nosa Ehimwenman (see presentation handout)

**Unfinished Business**

Under 20 Spend Update: L. Larkin from Evanston Chamber of Commerce attended and gave a brief overview of the Chamber next steps approach recommendation with the Committee ( identify 445 business address; sort data by departments; type of procurement method (sole source, three quotes, ect.).

a. Procurement 101 Update:

Staff reported workshop planning details and included communications to all Presenter's (which included their commitment to be available for the entire workshop), room setup, survey, agenda and Committee will serve as workshop time keepers. Suggestions were discuss to contact departments (if they connected with a business as result of Procurement 101); Ald. Rue-Simmons would forward names of potential contacts that could provide a success story during the workshop. Ald. Braithwaite asked the Committee to reach out to their professional contacts to share and inform them of the workshop.

**STAFF REPORTS**

a. MWEBE Tracking Report Update

Business Workforce Compliance Coordinator Johnson reviewed the MWEBE Tracking report with the committee, gave an overview of the report:

- Structures Construction Corporation, Howard Street Construction Theatre: they have an Evanston resident on as a Superintendent/Forman; State consider position as management not labor) not sure if hours will count. Ms. Johnson is checking with Legal Department.
- Monson Nicolas Inc., Service Center Parking Deck Restoration: they already have an Evanston resident on board, no payroll received as of yet; project schedule to go through June 9<sup>th</sup>, one Evanston resident, at 12.5% compliant they just started.

b. 2018 Capital Planning Projects – Ms. Biggs recapped Robert Crown project Contractor's Bulley & Andrews and Bowa presentation. Ms. Biggs discuss 2018 Capital Planning Projects & LEP Summary for April2018.

**New Business**

a. Bulley & Andrews - M/W/EBE and LEP Contracting Plan Presentation

**Adjournment**

Motion to adjourn made by J. Gutstein and seconded by Ald. R. Rue-Simmons. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 8:15 pm.

Respectfully Submitted,  
Tammi Nunez, Purchasing Manager

## 2018 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
PWA	1/22/2018	Bid 18-05	Asbestos Abatement at 721-723 Howard Str	\$38,000.00	-		Cove Remediation					
						10%	Abatement Materials	X				\$3,800.00
						5%	DisposAll Waste Services		X			\$1,900.00
						13%	Camow, Conibear & Assoc.		X			\$4,900.00
	<b>January Total</b>			\$38,000.00								\$10,600.00
	<b>Total to Date</b>			\$38,000.00		<b>28%</b>		<b>1</b>	<b>2</b>	<b>0</b>	<b>0</b>	<b>\$10,600.00</b>
PWA	2/12/2018	Bid 17-60	Howard Street Theatre Construction Svs	\$1,385,469.00	-		Structures Construction (LEP Eligible)					
						15.6%	Windy City Heating & Cooling	X				\$216,925.00
						7.2%	Evergreen Supply Company		X			\$100,000.00
						.8%	Kedmont Waterproofing Company		X			\$11,212.50
						2.5%	Central Rug & Flooring			X		\$35,750.00
PWA	2/12/2018	RFP 17-58	West Filter Plant Study	\$126,033.00	-		Carollo Engineers					
						9.1%	Environmental Design Int'l	X				\$11,470.00
						16.2%	McGuire Iglesias & Associates			X		\$20,400.00
PWA	2/26/2018	Bid 18-06	Lovelace Park Pond Rehab	\$107,000.00	-		Sumit Construction					
						100%	Sumit Construction	X				\$107,000.00
PWA	2/26/2018	Bid 18-02	Service Center Parking Deck Restoration	\$506,074.00	\$136,960 /\$20,544		Monson Nicolas Inc. (LEP Eligible)					
PWA	2/26/2018	RFP 17-57	Rbt Crwn Comm Ctr - Constr Mgr Svs	\$41,510.00	-		Bulley & Andrews					
						25%	The Bowa Group	X				\$41,510.00
	<b>February Total</b>			\$2,166,086.00								\$544,267.50
	<b>Total to Date</b>			\$2,204,086.00		<b>25%</b>		<b>4</b>	<b>4</b>	<b>2</b>	<b>0</b>	<b>\$554,867.50</b>
PWA	4/9/2018	Biid 18-14	2018 50/50 Sidewalk Replacement Proj	\$211,000.00	-		Schroeder & Schroeder Inc.					
						27%	Ozinga Ready Mix Concrete			X		\$57,000.00

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
PWA	4/9/2018	RFP 18-01	Pavement Condition Evaluation	\$206,720.00	-		Infrastructure Management Services					
						5%	Barricade Lites, Inc.	X				\$10,336.00
PWA	4/23/2018	Bid 18-10	2018 Water Main Improvements & Resurf	\$2,410,717.00	\$200,000/\$30,000		Bolder Construction (LEP Eligible)					
						1.5%	Ozinga Ready Mix Concrete			X		\$35,000.00
						6.2%	JG Demo Inc	X				\$150,000.00
						8.2%	Chicagoland Truckin' Inc.	X				\$200,000.00
						9.1%	R A Seaton Contractor Services		X			\$220,000.00
PWA	4/23/2018	Bid 18-15	Emerson Street Wholesale Water Meter Construction	\$1,162,000.00	\$50,000/\$75,000		Bolder Construction (LEP Eligible)					
						1.6%	Ozinga Ready Mix Concrete			X		\$15,000.00
						3.4%	Chicagoland Truckin' Inc.	X				\$40,000.00
						20.4%	R A Seaton Contractor Services		X			\$238,000.00
	<b>April Total</b>			\$3,990,437.00								\$965,336.00
	<b>Total to Date</b>			\$6,194,523.00		<b>24.5%</b>		<b>8</b>	<b>6</b>	<b>5</b>		<b>\$1,520,203.50</b>

LEP Penalty Total 2013-2015	Yr to Date 2016	Yr to Date 2017	Total
\$64,096.00	\$16,005.21	\$4,969.05	\$85,070.26

**M/W/EBE Tacking Report Legend**

- PWA Public Works Agency
- ADM Administration
- HLT Health
- IT Information Technology
- CED Com Econ Dev
- LIB Library
- CMO City Manager's Office

## 2018 MWEBE Goal Waived

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	2/12/2018	Bid 18-03	\$38,000.00	2018 Sewer Flow Monitoring	ADS Environmental Services (Huntsville, AL)	Precludes Subcontracting Opportunities
PWA	3/19/2018	RFP 18-04	\$32,569.00	Business District Planters & Landscape Improv	Herrera Landscape Snow Removal (Evanston, IL)	Minority Contractor will Perform 100% of the work
PWA	4/23/2018	Bid 18-16	\$249,439.00	2018 CIPP Sewer Rehab Contract A	Insituform Technologies (Chesterfield, MO)	Precludes Subcontracting Opportunities

## LEP SUMMARY - 2018 CAPITAL PLANNING PROJECTS

Project Title	2018 Budget (see Note 1)	Contract Award	Quarter for Advert. / Contract Award	LEP Eligible?	Comments	Is General Contract an MWEBE?
<b>LEP ELIGIBLE</b>						
Crown Center - Construction	\$ 8,000,000	\$ 41,500	2/26/2018	Yes		No
2018 Water Main Replacement	\$ 2,850,000	\$ 2,410,717	4/23/2018	Yes		No
Howard Street Theater	\$ 1,692,000	\$ 1,385,469	2/12/2018	Yes		No
Emerson St Water Meter Vault - Const	\$ 1,250,000	\$ 1,162,000	4/23/2018	Yes		No
Main Street Commons/Corridor - Const	\$ 1,200,000		2018 3Q	Yes		
2018 Alley Improvements	\$ 960,000		2018 2Q	Yes		
James Park North Parking Lot	\$ 800,000		2018 2Q	Yes		
Sherman Ave Garage - Lighting Upgrade	\$ 700,000		2018 3Q	Yes		
Viaduct Painting	\$ 600,000		TBD	Yes		
Church Street Harbor - South Pier - Construction	\$ 600,000		2018 2Q	Yes		
Service Center - Parking Deck Membrane and Joint Repairs - Const	\$ 500,000	\$ 526,074	2/26/2018	Yes		No
Sherman Avenue Garage - Paint Rehab	\$ 500,000		2018 3Q	Yes		
Service Center - Tuckpointing/Windows Bldg B/C	\$ 450,000		2018 2Q	Yes		
Sewer - CIPP Rehabilitation Contract B	\$ 431,561		2018 1Q	Yes		
James Park - Field Lighting	\$ 400,000		2018 2Q	Yes		
South Standpipe - Motor Control Center - Const	\$ 325,000		2018 2Q	Yes		
Civic Center - Elevator Upgrades	\$ 310,000		2018 2Q	Yes		
Hinman Relief Sewer Ext Ph 2	\$ 300,000		2018 2Q	Yes		
Fleetwood - Interior Improvements - Const	\$ 290,000		2018 3Q	Yes		
<b>TOTAL LEP ELIGIBLE</b>	<b>\$ 22,158,561</b>	<b>\$ 5,525,760</b>				
<b>LEP INELIGIBLE PROJECTS - BY FUNDING RESTRICTIONS</b>						
Treated Water Storage Repl - Const	\$ 12,200,000		2018 4Q	No	IEPA SRF Program Funding	
Sewer - Large Dia Rehab - Greenleaf	\$ 1,700,000		2018 2Q	No	IEPA SRF Program Funding	
Lining Small Dia Water Mains on Private Easement	\$ 1,300,000		2018 3Q	No	IEPA SRF Program Funding	
2018 MFT Street Resurfacing	\$ 1,200,000		2018 2Q	No	MFT funding	
30" Downtown Feeder Main Rehab - Const	\$ 6,000,000		2018 4Q	No	IEPA SRF Program Funding	
Central St Bridge - Engr Svcs Ph II Design	\$ 520,000		2018 1Q	No	STP-BR grant funding	
2018 CDBG Street and Alley Improvement	\$ 500,000		2018 2Q	No	CDBG funding	
Howard Street Corridor, Dodge to Custer - Phase II Design Svcs	\$ 458,000		2018 1Q	No	STP grant funding	
Mason Park - Roofing / Exterior Impr	\$ 110,000		2018 2Q	No	CDBG funding	
<b>SOURCE</b>	<b>\$ 23,988,000</b>	<b>\$ -</b>				
<b>LEP INELIGIBLE PROJECTS - BY PROJECT TYPE</b>						
Crown Center - Architectural Svcs	\$ 780,000		2018 2Q	No	Arch/engineering services	
Street Patching Program	\$ 600,000	\$ 600,000	2018 2Q	No	Govt Joint Purchasing Program	
36/42 Intake Replacement at Water Plant - Engr Svcs	\$ 600,000		2018 3Q	No	Engineering services	
Main St, Maple to Hinman Design Engr Ph I/II	\$ 500,000		2018 1Q	No	Engineering services	
Beck Park Expansion/Shore School	\$ 400,000		2018 1Q	No	Work completed by MGNWC	
Cameras - Parking Garages	\$ 375,000			No	Commodity Purchase	
Pavement Condition Survey	\$ 250,000	\$ 206,720	4/9/2018	No	Engineering services	No
Public Art - Neighborhood Public Art	\$ 224,898		Ongoing	No	Professional Services	

## LEP SUMMARY - 2018 CAPITAL PLANNING PROJECTS

Project Title	2018 Budget (see Note 1)	Contract Award	Quarter for Advert. / Contract Award	LEP Eligible?	Comments	Is General Contract an MWEBE?
Environmental Monitoring	\$ 192,500		2018 1Q	No	Engr Svcs/ Commodity Purchase	
Lincolnwood Connection and Meter Vault - Engr Svcs	\$ 150,000		2018 4Q	No	Engineering services	
Electrical Arc Flash Requirements	\$ 150,000			No	Engineering services	
Lab Expansion at Water Plant - Engr Svcs	\$ 150,000		2018 2Q	No	Engineering services	
Network Switch Reliability	\$ 115,000		ongoing	No	Commodity Purchase	
Civic Center - Boiler Repl - Engr Svcs	\$ 100,000		2018 1Q	No	Engineering services	
Comprehensive Signs	\$ 75,000		2018 2Q	No	Engineering services	
Garden Park - Engr Svcs	\$ 75,000		2018 3Q	No	Engineering services	
Survey Benchmark Update	\$ 50,000		2018 1Q	No	Engineering services	
Animal Shelter Programming Study	\$ 50,000		2018 2Q	No	Engineering services	
Eco Center - Crawl Space Impr - Engr Svcs	\$ 50,000		2018 3Q	No	Engineering services	
Cybersecurity Alignment Study	\$ 50,000		2018 3Q	No	Engineering services	
Fire Sprinkler Syst Upgrade at Water Plant - Engr Svcs	\$ 50,000		2018 2Q	No	Engineering services	
Settling Basins 1 and 2 Rehab at Water Plant - Engr Svcs	\$ 50,000		2018 3Q	No	Engineering services	
Public Art - Cultural Art Master Plan	\$ 50,000		2018 1Q	No	Professional Services	
Bridge Inspection	\$ 30,000		2018 3Q	No	Engineering services	
Fleetwood - Interior Impr - Engr Svcs	\$ 35,000	\$ 35,000	2/26/2018	No	Professional Services	
<b>TYPE</b>	<b>\$ 4,372,398</b>	<b>\$ 841,720</b>				
<b>LEP INELIGIBLE PROJECTS &lt;\$250,000 IN VALUE</b>						
Sewer - CIPP Rehabilitation Contract A	\$ 250,000	\$ 249,439	4/23/2018	No	<\$250,000	No
Fire Station 2 - Roof Replacement	\$ 220,000		2018 2Q	No	<\$250,000	
Noyes - Hallway Impr	\$ 200,000		2018 2Q	No	<\$250,000	
Street Impr Program (Lighting, Pavement Marking)	\$ 175,000	\$ 92,600	4/9/2018	No	<\$250,000	No
Sewer - Drainage Structure Lining	\$ 160,000		2018 2Q	No	<\$250,000	
Sewer - Repairs on Street Improvements	\$ 150,000		2018 2Q	No	<\$250,000	No
50/50 Sidewalk Program	\$ 150,000	\$ 211,000	4/23/2018	No	<\$250,000	
Traffic Calming, Bicycle and Ped Impr	\$ 150,000		2018 2Q	No	<\$250,000	
Energy Efficiency Improvements	\$ 150,000		2018 4Q	No	<\$250,000	
Exterior Door Improvements at the Water Plant	\$ 130,000		2018 1Q	No	<\$250,000	
Sewer - Stormwater Mgmt Improvements	\$ 100,000		TBD	No	<\$250,000	
Sewer - Stormwater Master Plan Impr	\$ 100,000		TBD	No	<\$250,000	
Harbert Park - Basketball Court	\$ 100,000		2018 2Q	No	<\$250,000	
Lovlace Park - Pond Rehabilitation	\$ 100,000	\$ 107,000	2/26/2018	No	<\$250,000	Yes
Sewer - Emergency Sewer Repairs	\$ 75,000		ongoing	No	<\$250,000	
Sewer - Sewer Extension for Alley Impr	\$ 60,000		2018 2Q	No	<\$250,000	
Dodge Ave Bus Stop Pilot	\$ 50,000		2018 2Q	No	<\$250,000	
Street Rejuvenation Pilot	\$ 50,000		2018 2Q	No	<\$250,000	
Howard Street Theater - Asbestos Abate	\$ 38,000	\$ 38,000	1/22/2018	No	<\$250,000	No
Chandler - HVAC Improvements - Constr	\$ 27,000		2018 4Q	No	<\$250,000	
CTA/UP Viaduct Beautification Pilot Project	\$ 25,000		2018 3Q	No	<\$250,000	
<b>TYPE</b>	<b>\$ 2,210,000</b>	<b>\$ 448,600</b>				

Note 1. This is for 2018 funding only. Projects occurring over multiple years may have a larger overall budget than is shown here.