



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

Wednesday, October 17, 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, Malik Kemokai, Yves Lassere, Bob Reece, and Juneitha Shambee

MEMBERS ABSENT: Joshua Gutstein, Jessica Oldani, and Kenneth Rodgers,

STAFF PRESENT: Purchasing Manager Tammi Nunez and Business Diversity Compliance Coordinator Sharon Johnson

OTHERS PRESENT: Bennett Johnson,

PRESIDING MEMBER: Ald. Braithwaite

Declaration of a Quorum

With a quorum present Ald. Braithwaite called the meeting to order at 6:39pm.

Approval of Minutes

Motion to approve the Minutes as presented from September 19, 2018 made by Ald. Rue-Simmons and seconded by B. Reese. **Vote called and taken. Motion passed unanimously.**

Guest Introduction: NA

Unfinished Business

- a. Value Innovation Technologies (VIT) – e-Link Gateway platform Update:
Staff updated Committee of was directed to explore (from an operational standpoint) feasibility of eLink Gateway platform software by the next meeting.
 - Value Innovation Technologies (VIT) held a demo of the software for staff October 12, 2018; Nine COE staff attended the Value Innovation Technologies (VIT) officials presented their e-commerce Software as a Service (SaaS) catalog platform called eLink software solutions. ELink software monitors and track clients spend and believe they could increase Minority, Women, and local Evanston Businesses spend, that would also drive savings. Additional webinar planned for IT to discuss behind the scenes configuration to determine if we move forward if setup would allow for integration into New World or would software be stand-alone (date was not set as of this meeting).
- b. Under 20K – Spend Update staff explained the progress of report and steps accomplished to as of September meeting. It was reported that staff reviewed the purchase of 84 vendors (total of vendors spend \$4,075,065) that were identified as possible purchases that could be procured locally. Purchasing Staff interviewed Departments that made the purchases, to get a better idea of how (steps) and why purchases were made from vendors outside of Evanston. After further

review and discussion with Departments, 22 vendors (\$1,264,450 total spend) were ripe to make future purchases from Evanston Businesses.

- Alderman Rue-Simmons would like to discuss and expand policy exceptions for merchants; Alderman Braithwaite suggested creating criteria that merchants must meet.

STAFF REPORTS

a. MWEBE Tracking Report Update

Business Workforce Compliance Coordinator S. Johnson gave an overview of the report:

- Structures Construction Corporation, Howard Street Construction Theatre: project is currently at 24% compliant.
- Monson Nicolas Inc., Service Center Parking Deck Restoration: project is complete; currently at 20 % compliant.
- Bolder Construction, 2018 Water Main Improvements & Resurf.: project is almost complete, currently 17% compliant; one Evanston resident; Emerson St Wholesale Water Meter Construction just started; have not received any certified payroll as of yet.
- Kovilic Construction Steel Fabrication project are just underway, have not received any certified payroll as of yet; one Evanston resident.
- Ms. Johnson mentioned Robert Crown Community Center Construction project progress; two Evanston residents on the job; they are moving earth; no room for interior trades yet, possibly would start in October; currently little less than 20% MWEBE (4% Minority, 12% Women, and 3% Evanston).
- Ald. Rue-Simmons requested that Bulley and Andrews provide a memo outlining Bowa's role and their % of work on Robert Crown project. Ald. Rue-Simmons had full confidence in the partnership; it would give us numbers exceeding our requirements for exclusionary contracting. Ms. Johnson has already left messages with Joel from Bulley and Andrews.

b. Alderman Braithwaite mentioned the LEP account balance; discussion of use of funds took place; which included feedback from Workforce Development staff: "not just using the funds for reimbursement would make all the difference". Alderman Rue-Simmons made a motion "Recommendation that staff explore use of expanding ways to use of LEP penalty funds". Motion made by Ald. Rue-Simmons and seconded by J. Shambee. Vote called and taken. Motion passed unanimously.

c. 2018 Capital Planning Projects: Alderman Braithwaite acknowledged Engineering Bureau Chief L. Biggs was is not here and he gave a brief overview of the report and mentioned it is a great tool.

New Business

- a. Ald. Braithwaite informed the Committee that the Council is looking at Sub-Committee rules and terms; they are exploring potential consolidation of Committee's and Chair rotations. With possible chair rotations possibly starting in November or at the latest December. Ald. Braithwaite will have further information regarding Committee consolidations at the next Committee meeting.

Adjournment

Motion to adjourn made by Ald. Braithwaite and seconded by B. Reese. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 7:44 pm.

**Respectfully Submitted,
Tammi Nunez, Purchasing Manager**