



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

**Wednesday, June 19, 2019 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 MAY 15, 2019**
- 3. GUEST INTRODUCTIONS**
- 4. OLD BUSINESS**
 - a. VIT eLink Gateway Update**
 - b. Green Jobs Fair Sub-Committee Report**
 - c. Procurement Fair Sub-Committee Report**
- 5. STAFF REPORTS**
 - a. M/W/EBE and LEP Tracking Report**
 - b. Robert Crown Ice Rink Project Update**
 - c. 2019 Capital Planning Projects & LEP Summary Update**
- 6. NEW BUSINESS**
 - a. PWA Apprentice Training Program**
 - b. LEP Summary (Waivers) and Ordinance Penalty Language Discussion**
- 7. OTHER BUSINESS**
- 8. ADJOURNMENT**

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, May 15, 2019
6:30 P.M.

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

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

MEMBERS ABSENT: Malik Kemokai, Kenneth Rodgers, and Nasutsa Mabwa

STAFF PRESENT: CFO/ City Treasurer Hitesh Desai, Purchasing Manager Tammi Nunez, and Business Diversity Compliance Coordinator Sharon Johnson

OTHERS PRESENT: Femke Muntiwg and Naina Mishra - LEND

PRESIDING MEMBER: Ald. Rue-Simmons

1. Declaration of a Quorum

With a quorum present Ald. Rue-Simmons called the meeting to order at 6:33pm.

2. Approval of Minutes

Motion to approve the Minutes as presented from January 16, 2019 made by P. Braithwaite and seconded by J. Oldani. **Vote called and taken. Motion passed unanimously.**

3. Guest Introduction:

Femke Muntiwg and Naina Mishra – New President of LEND Organization at Northwestern University. Ms. Muntiwg shared June Cycle of LEND Grant Applicants that are in the pipeline with the Committee. She looks forward to continuing to partner and work with the MWEBE Committee and the City.

4. Unfinished Business

- a. Value Innovation Technologies (VIT) e-Link Gateway Proof of Concept: VIT was provided all the city historical data and information per their Proof of Concept request. VIT is currently reaching out to Evanston Businesses to gauge interest and participation. Ald. Rue-Simmons asked Staff to provide Evanston Merchant Associations and Business District lists to VIT. Committee members also discussed project deliverables, timeline, and receipt of deliverables.
- b. Aina Gutierrez - Evanston Rebuilding Warehouse Proposal Update – proposal was approved by Evanston City Council and the agreement is now in our Legal Department for review. The agreement will be sent to EWR (EMBCI) after their review; then signed by Legal Department and then signed by the City Manager.
- c. Green Jobs Fair (Sub-Committee): Committee had two meetings; tentative date for the fair is June 29th here at the City; room reservations have been made; Ald. Rue-Simmons reached out the Senator Jan Schakowsky group able to provide more vendors and certification firms; Ms.

Johnson also reached out some of the Evanston green vendors to gage their interest. Another meeting will need to be scheduled for further details and planning.

- d. Procurement Fair Sub-Committee Evanston Business Fair and Procurement 101 would be a part of it. Need the Committee to help determine the new name for Fair; it would be ½ day fair; detail report discussed with committee: connect local businesses leaders with private experts who can help support business skills and create a more welcoming, celebratory relationship between the City and local businesses to choose Evanston and to create an Evanston Business Database. Further details, planning and meetings to come.

5. STAFF REPORTS

- a. MWEBE Tracking Report Update: Business Workforce Compliance Coordinator S. Johnson gave an overview of the report: Ogni Group, Inc.: (Sherman Plaza Garage) small project schedule to go until June, Evanston Resident on board; Hecker & Company: (Emerson St. Traffic Signal) project delayed due to signal materials on back order (i.e traffic lights and such); Landmark Contractors Inc., started last week LEP eligible Resident working/ no payroll; project go to Nov.; Chicagoland Paving LEP eligible; no Evanston Resident working/ no response from General PM to find LEP Resident; Ms. Johnson little over \$76,000 is available currently in the fund.
- b. Robert Crown Ice Rink Project Update: They continue to stay stable, 24.5% MWEBE, 6 ½ percent for LEP. Ms. Johnson was aware of documentation on Iron Workers Union people are not available for this project. Will start working and focusing on the interior trades. Work with Kevin Brown Yong Adult group to fill positions and work in Sub-Contractors trailers.
- c. 2019 Capital Planning Projects – Committee reviewed submitted 2019 CIP report on-line.

6. New Business

- a. LEP Ordinance Penalty Language Discussion – Committee decided to table the discussion and **hold until next month**. During the meeting a couple things came up for discussion including adding language for repeat offenders, Specialized Sewer Lining Projects, Robert Crown, CIP projects & LEP Summary. The Committee suggests Bureau Chief – Capital Planning / City Engineer Lara Biggs attend the next schedule MWEBE meeting and speak to:
Discussion topics
 - Specialized Sewer Lining projects and LEP (Visu Sewer and Kenney Construction projects were mentioned); training LEP participants to work on these types of projects.
 - LEP Ordinance discussion - habitual non-compliance Contractors (adding language to the Ordinance to penalize repeat offenders)
 - Status update of PWA Apprentice Training Program
 - Summary of LEP waivers, partial, and non-compliant (Project and Contractor name, penalty amount (full or partial), etc. **Purchasing will work on summary.**
- b. Opportunities and Barriers with Obtaining Local Vendors – Ald. Braithwaite will follow-up with the appropriate Staff to confirm if question was answered.

7. Adjournment

Motion to adjourn made by J. Oldani and seconded by J. Gutstein. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 7:44 pm.

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

2019 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	1/28/2019	Bid 18-60	Sherman Plaza Garage Lighting	\$334,618.00	\$68,932/\$10,340		Ogni Group's (LEP Eligible)						
						1.2%	Everlights Inc.			X		\$3,932.00	
						19.4%	Eunitel Inc.		X			\$65,000.00	
January Total				\$334,618.00								\$68,932.00	
Total to Date				\$334,618.00		20.6%		0	1	1	0	\$68,932.00	
PWA	2/11/2019	RFP 18-57	Environmental Monitoring Study	\$229,300.00			RHP Risk Management						
						22%	AFC International Inc		X			\$50,235.34	
						6%	WindSoleil			X		\$14,151.00	
PWA	2/25/2019	RFP 18-54	Water System Vulnerabilty Assmt Plan	\$294,804.00			AECOM						
						25%	Sustainable Systems LLC		X			\$73,210.00	
PWA	2/25/2019	RFP 18-59	Oakton Street Water Supply	\$222,217.00			Greeley and Hansen, LLC						
						18.7%	Environmental Design International		X			\$41,629.00	
						8.4%	O'Brien & Associates		X			\$18,736.00	
February Total				\$746,321.00								\$197,961.34	
Total to Date				\$1,080,939.00		24.6%		0	5	2	0	\$266,893.34	
PWA	3/11/2019	Bid 19-03	2019 Great Merchants Grant Program	\$51,443.00			Herrera Landscape Snow Removal						
						100%	Herrera Landscape Snow Removal			-		\$0.00	
March Total				\$51,443.00								\$0.00	
Total to Date				\$1,132,382.00		23.5%		0	5	2	0	\$266,893.34	
PWA	4/8/2019	Bid 19-04	Emerson Street Traffic Signals	\$968,928.90			Hecker & Company (LEP Eligible)						
						7.8%	Lyons View Manufactuer	X				\$76,215.20	
						17.2%	Sumit Construction	X				\$166,972.00	

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	4/8/2019	RFP 16-73	Emerson Street Traffic Signals Mod Phase 3	\$103,778.00			Terra Engineering						
						10%	Interra Inc	X				\$10,178.00	
						90%	Terra Engineering		X			\$93,600.00	
PWA	4/8/2019	RFP 16-47	Main Street Corridor Improvement Proj	\$269,282.00			Stanley Consultants						
						9%	Interra Inc	X				\$24,365.00	
						1%	Environmental Design International		X			\$2,647.00	
PWA	4/8/2019	Bid 19-05	Main Street Corridor Improvement Proj	\$2,062,822.08			Landmark Contractors Inc. (LEP Eligible)						
						29%	Elmund & Nelson Company		X			\$599,939.50	
PWA	4/8/2019	Bid 19-07	2019 Parking Lot Improv. Project	\$422,500.00			Chicagoland Paving (LEP Eligible)						
						6.7%	Archon Construction Co		X			\$28,250.00	
						3%	Marking Specialist Co	X				\$12,853.65	
						12.3%	Elmund & Nelson Company	X				\$50,925.00	
						2.7%	DCH Construction & Hauling	X				\$11,744.00	
PWA	4/8/2019	Bid 19-14	Streetscape & Rain Garden	\$56,920.00			Herrera Landscape Snow Removal						
						100.0%	Herrera Landscape Snow Removal			-		\$0.00	
PWA	4/22/2019	Bid 19-10	2019 50/50 Sidewalk Replacement	\$232,365.00			Sumit Construction Company						
						100%	Sumit Construction	X				\$232,365.00	
PWA	4/22/2019	RFP 19-02	1909 Raw Water Intake Replacement	\$578,742.00			Stanec Consulting Services						
						5.4%	American Surveying	X				\$31,465.62	
						13.8%	Ground Engineering	X				\$80,000.00	
						7.4%	Environmental Design International		X			\$43,000.00	
April Total				\$4,695,337.98								\$1,464,519.97	
Total to Date				\$5,827,719.98		29.7%		10	10	2	0	\$1,731,413.31	

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	5/13/2019	Bid 19-18	Parking Garage Silane Sealer Application	\$620,608.00			Bulley & Andrews Concrete Restoration (LEP Eligible)						
						22%	Mack Construction Services	X				\$136,526.00	
PWA	5/28/2019	RFP 19-13	Fleetwood-Jourdain Interior Renovation	\$585,000.00			W Construction						
						100%	W Construction		X			\$0.00	
PWA	5/28/2019	Bid 19-19	Garden Park and Playground Renov	\$463,637.00			Hacienda Landscaping Inc. (LEP Eligible)						
						100%	Hacienda Landscaping Inc.	X				\$463,637.00	
PWA	5/28/2019	Bid 19-24	2019 Motor Fuel Tax Street Resurfacing	\$1,005,700.00			J.A. Johnson Paving (not LEP Eligible - state funding)						
						1.7%	Maintenance Coatings Co.		X			\$17,692.00	
						1.1%	Hawk Enterprises, Inc.		X			\$11,112.50	
						8%	Galaxy Underground, Inc.		X			\$79,739.00	
						5.1%	Ozinga Ready Mix			X		\$52,000.00	
	May Total			\$2,674,945.00								\$760,706.50	
	Total to Date			\$8,502,664.98		29.3%		12	14	3	0	\$2,492,119.81	
PWA	6/10/2019	Bid 19-31	2019 Alley Improvement Contract A	\$649,604.50			Capital Cement Company (LEP Eligible)						
						2%	Maintenance Coatings Co.		X			\$12,760.00	
						9%	Ozinga Ready Mix			X		\$60,000.00	
						11%	J. Jasso Trucking	X				\$70,000.00	
						3%	L&B Trucking Inc.	X				\$20,000.00	
PWA	6/10/2019	RFP 19-21	Harbert Park Renovation	\$77,434.00			Teska Associates, Inc.						
						2%	Maintenance Coatings Co.			X		\$35,159.00	
						9%	Ozinga Ready Mix	X				\$1,775.00	
						11%	J. Jasso Trucking			X		\$40,500.00	
	June Total			\$727,038.50								\$240,194.00	
	Total to Date			\$9,229,703.48		29.6%		15	15	6	0	\$2,732,313.81	

LEP Penalty Total Balance	Collected Amount to Date for 2018
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\$75,593.14

\$3,721.55

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*amt collected to date included in the total LEP Balance

2019 MWEBE Goal Waived						
Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	1/14/2019	No Bid #	\$214,073.00	Chandler Newberger Community Ctr	Garland /DBS Inc (Cleveland, OH)	Precludes Subcontracting Opportunities
PWA	4/22/2019	Bid 19-20	\$45,000.00	Tree Planting Services	Herrera Landscaping (Evanston, IL)	Precludes Subcontracting Opportunities
PWA	5/28/2019	Bid 19-15	\$100,420.00	2019 Structure Lining	Culy Contracting LLC (Winchester, IN)	Precludes Subcontracting Opportunities
		Year to Date	\$359,493.00			