



**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