



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

**Wednesday, February 19, 2020 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 January 15, 2020**
- 3. GUEST INTRODUCTIONS**
- 4. OLD BUSINESS**
 - a. Evanston Business Fair Planning**
 - b. LEP Graduated Sliding Scale Report**
- 5. STAFF REPORTS**
 - a. 2020 Capital Planning Projects Update**
 - b. M/W/EBE and LEP Tracking Report**
- 6. NEW BUSINESS**
 - a. Barred Contractors Ordinance - Report**
- 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.

The City of Evanston is committed to making all public meetings accessible to persons with disabilities. Any citizen needing mobility or communications access assistance should contact the Facilities Management Office at 847-866-2916 (Voice) or 847-448-8064 (TYY).

**Local Employment and Apprenticeship Training Program (LEAP)
Penalty Regulations - City of Tacoma, WA
Ordinance-28147 / Req #12517**

Failure to Meet LEAP Utilization Goal.

1. Contracts for the construction of Building projects or Civil projects and Service Contracts shall provide that Contractors or Service Providers failing to meet the LEAP utilization goals shall be assessed an amount for each hour that is not achieved. The amount per hour shall be based on the extent the Contractor or Service Provider met its goal. The amount per hour that shall be assessed shall be as follows:

% of LEAP Goal Met for Hours	Assessment Per Unmet Hours
100%	\$0.00
90% to 99%	\$2.00
75% to 89%	\$3.50
50% to 74%	\$5.00
1% to 49%	\$7.50
0%	\$10.00

% of LEP Goal Met for Hours (DRAFT)	Assessment Per Unmet Hours
15%	\$0.00
14%	\$2.00
11% to 13%	\$3.50
7% to 10%	\$5.00
1% to 6%	\$7.50
0%	\$10.00

When determining the percent of goal that is met, all rounding shall be down to the nearest whole percent. No penalty shall be waived by the City unless it is determined by the Human Resources Director to be in the best interests of the City, which determination shall be made after consultation with the LEAP Coordinator. Waiver requests shall be considered due to natural disasters, labor workforce shortages or any other reasonable consideration, on a case-by-case basis. Such request shall be made by the Contractor or Service Provider at the earliest point at which the Contractor or Service Provider knows that it will fail to meet the LEAP utilization goal and prior to the release of retainage.

2. Deposit of Assessments. All assessments imposed pursuant to this section shall be deposited into a separate account and utilized to support the City's pre-apprenticeship and training program.

2020 MWEBE Goal Compliant

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PRCS	1/13/2020	RFP 19-60	PRCS Strategic Plan	\$127,377.00		Berry Dunn McNeil & Parker					
					20.8%	aQity Research & Insights, Inc.			X		\$26,600.00
					32%	Site Design Group	X				\$40,730.00
January Total				\$127,377.00							\$67,330.00
Total to Date				\$127,377.00	53%		1	0	1		\$67,330.00
PRCS	2/10/2020	RFP 19-62	Study of Evanston Parking System	\$33,000.00		Wantman Group, Inc.					
					25%	KPFF Consulting Engineers			X		\$8,250.00
PRCS	2/24/2020	RFP 19-66	Oakton Street Corridor Improvement Study	\$139,932.81		Christopher B. Burke					
					50%	Christopher B. Burke			X		\$70,222.04
					24%	Tesak Associates			X		\$32,950.00
February Total				\$172,932.81							\$111,422.04
Total to Date				\$300,309.81	59.5%		1	0	4		\$178,752.04

LEP Penalty Fund as of 01.31.2020

Year	Violators/Vendor	Bid No	Project Name	Violation Amount	GL Amount	GL Date
2018	<u>Copenhaver</u>		Fountain Square	\$ 1,869.47	-	7/23/2019
2018	<u>Kovilic Construction</u>		Church Street Harbor	\$ 4,327.20	-	9/10/2019
2018	Chandler <u>Newberger Center</u>		Ambler Mechanical	\$ 4,888.80	-	8/13/2019
2018	MAG Construction		South Standpipe MCC	\$ 3,721.55	-	4/23/2019
	Value Innovation Technologies		Accounts Payable		\$ (5,000.00)	4/9/2019
	Evanston Rebuilding Warehouse		Accounts Payable		\$ (3,531.75)	9/10/2019
	Reimbursement Police Application		Journal Entry (Per Tammi's Email)		\$ (40.00)	10/22/2019
	Evanston Rebuilding Warehouse		Accounts Payable		\$ (3,168.00)	11/12/2019
	Evanston Rebuilding Warehouse		Accounts Payable		\$ (2,251.50)	11/14/2019
	Evanston Rebuilding Warehouse		Accounts Payable		\$ (2,300.00)	11/26/2019
	Evanston Rebuilding Warehouse		Accounts Payable		\$ (2,832.00)	12/10/2019
Balance as of FY2019					\$ 72,555.36	

2020 MWEBE Goal Waived

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	1/13/2020	RFP 19-61	\$44,770.00	Backflow Prevention Mgmt Program	Backflow Solutions Inc. (Chicago, IL)	Precludes Subcontracting Opportunities
PWA	1/13/2020	RFP 19-46	N/A	Art Program at RCCC	Open Studio Project (Evanston, IL)	Precludes Subcontracting Opportunities
PWA	1/27/2020	RFP 19-57	\$657,007.00	Multi-Year Janitorial Service	Chi-Town Cleaning (Medinah, IL)	Precludes Subcontracting Opportunities
		Year to Date	\$701,777.00			