



**M/W/EBE Development Committee
Wednesday, November 18, 2020
Lorraine H. Morton Civic Center, Virtual
5:00 PM**

AGENDA

As a result of an executive order issued by Governor J.B. Pritzker suspending in person attendance requirements for public meetings, Committee members and City staff will be participating in this meeting remotely. Due to public health concerns, residents will not be able to provide public comment in person at the meeting. Those wishing to make public comments at the MWEBE Committee Meeting may provide public comment as a video participant by going to <https://meet.google.com/ocr-rxpt-hjq> or by telephone by dialing: +1 401-903-3860 and entering PIN: 636 355 776#

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1. CALL TO ORDER/DECLARATION OF A QUORUM

2. APPROVAL OF MINUTES

- A. Approval of the October 21, 2020 Meeting Minutes 3 - 4
[October 21, 2020 Meeting Minutes](#)

3. GUEST INTRODUCTIONS

4. OLD BUSINESS

- A. Procurement 101 - Recovery Evanston Business Planning Discussion Preparation
B. Website Update Status

5. STAFF REPORTS

- A. M/W/EBE and LEP Tracking 5 - 13
a. Summary of Robert Crown Status

[2020 MWEBE LEP Goal Compliant Waiver Report](#)
[2020 LEP Analysis 10/31/20](#)

6. NEW BUSINESS

- A. Partnership Agreement with Evanston Rebuilding Warehouse 2021 14 - 16
[ERW Training Program - Draft](#)
- B. Miscellaneous Legislative Items

7. OTHER BUSINESS

- A. 2021 Committee Calendar Schedule

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/E) DEVELOPMENT COMMITTEE

Wednesday, October 21, 2020
5:00 P.M.
Virtual Meeting

MEMBERS PRESENT: Ald. Peter Braithwaite, Joshua Gutstein, Jessica Oldani, Kemone Hendricks, Michael McLean, and Nasutsa Mabwa

MEMBERS ABSENT: Ald. Robyn Simmons and Jesus Vega

STAFF PRESENT: Interim Admin. Services Director/CIO Luke Stowe, Purchasing Manager Tammi Nunez, and Interim Deputy City Manager Sharon Johnson,

PRESIDING MEMBER: Ald. Braithwaite

1. Declaration of a Quorum

With a quorum present Ald. Braithwaite called the meeting to order at 5:06 pm. Ald. Braithwaite motioned to suspend the rules to permit members to convene via virtual meeting. Second by Nasutsa Mabwa and approved 6-0 (roll call taken).

2. Approval of Minutes

Motion to approve the Minutes as presented from September 16, 2020 made by Ald. Braithwaite and seconded by Michael McLean. Jessica Oldani noted that under Other Business, the minutes should indicate that "there was a discussion on the city's position of awarding union versus nonunion bids." Motion passed unanimously 6-0 (roll call taken).

3. Guest Introduction:

No guest

4. Old Business

A. Update on Vlink, Evanston Community Foundation

Ald. Braithwaite shared that the Evanston Community Foundation acquired the purchasing platform Vlink. He noted the City looked at acquiring this software as well. Other entities are also looking at acquiring the software.

B. Progress on Website Ideas / Discussion

Luke shared the list of ideas and suggestions submitted by the Committee regarding the MWEBE website. Committee members discussed improvements to the Local Employment Residency Verification Application, MWEBE webpage, "How to Do Business in Evanston" video, workforce development webpage, committee's homepage, business directory, and map of ongoing construction and capital projects.

5. STAFF REPORTS

A. M/W/EBE and LEP Tracking

No update

B. 2020 Capital Planning Projects LEP Report 2020

Lara Biggs, Bureau Chief Capital Planning and City Engineer, noted there are no changes to the Capital Planning Projects LEP Report. There are limited amounts of contracts awarded during this time of the year.

6. New Business

Michael McLean proposed providing small businesses with opportunities within Evanston's parks, particularly along the lakefront. Such opportunities could better sales, art investment, and food experience. Ald. Peter Braithwaite suggested Michael, Jessica, and Nasutsa work with the Chamber and Economic Development on the idea.

7. Other Business

No other business

8. Adjournment

Nasutsa Mabwa motion to adjourn, seconded by Ald. Peter Braithwaite. Motion carried unanimously. Meeting ended at 6:15 pm.

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
PWK	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
PWK	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
PWK	2/24/2020		Shoreline Condition Assessment	\$74,500.00		SmithGroup					
					14%	D'Escoto	X				\$10,375.00
						DLZ Inc.	X				\$8,250.00
	February Total			\$247,432.81							\$130,047.04
	Total to Date			\$374,809.81	53%		3	0	4		\$197,377.04
ED	3/9/2020	Bid 20-02	Great Merchants Grant Program	\$57,069.00		Herrerra Landscaping Snow Removal					
						Herrerra Landscaping Snow Removal			X		\$0.00
PWK	3/9/2020		Main Street Improvement Projects -Phase II	\$74,500.00		Patrick Engineering Inc.					
					24%	Terra Engineering		X			\$114,857.00
					13%	Kettelkamp & Kettelkamp			X		\$63,560.00

2020 M/W/EBE Goal Compliance & Waiver Report

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	3/9/2020	Bid 20-04	HVAC Equipment Replacement the Police/Fire Headquarters, Fire Station #3, Levy Center	\$692,500.00		Great Lakes Heating and Plumbing Company (LEP Eligible - on hold per PM contract negotiations)					
					11%	Air Design Systems		X			\$74,900.00
					3%	LaGrange Crane Service		X			\$21,900.00
PWK	3/9/2020	RFP 20-10	Material Testing Services	\$150,000.00		Interra Inc.					
						Interra Inc.	X				\$0.00
	March Total			\$974,069.00							\$275,217.00
	Total to Date			\$1,348,878.81	35%		4	3	6		\$472,594.04
PWK	4/13/2020	Bid 20-12	2020 CIPP Sewer Rehab	\$497,831.00		Granite Inliner (LEP Eligible)					
					9%	Comprehensive Construction Co	X				\$44,309.45
PWK	4/13/2020	RFP 20-13	Public Canoe Launch Feasibility	\$29,946.00		GZA GeoEnvironmental					
					6%	The Roderick Group	X				\$7,977.00
PWK	4/27/2020	RFP 19-68	Stormwater Master Plan	\$590,832.51		Hey & Associates					
					14%	Green Metro Planning	X				\$84,675.00
					9%	Terra Engineering		X			\$53,130.00
PWK	4/27/2020	Bid 20-06	2020 Water Main Improvement & Street Resurfacing	\$3,053,230.00		Pan-Oceanic Engineering Co (LEP Eligible)					
					62%	Pan-Oceanic Engineering Co	X				\$1,878,124.00
	April Total			\$4,171,839.51							\$2,068,215.45
	Total to Date			\$5,520,718.32	46.0%		8	4	6		\$2,540,809.49

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWK	5/11/2020	Bid 20-05	Emergency Generators at Police/Fire Stations	\$249,900.00		Courtesy Electric Inc.					
					12%	Wrangler Tech		X			\$30,000.00
					13%	PMJ Enerprises	X				\$33,000.00
PWK	5/11/2020	Bid 20-29	Civic Center Burner Replacement	\$117,777.00		Ideal Heating Company					
					31%	Complete Mechanical	X				\$36,750.00
PWK	5/26/2020	Bid 20-26	2020 Motor Fuel Tax (MFT) Street Resurfacing	\$1,297,700.00		J. A. Johnson (not LEP Eligible state funded)					
					2.1%	Alzate Inc	X				\$27,500.00
					9.2%	Ozinga Ready Mix			X		\$120,000.00
					1%	Maintenance Coatings		X			\$13,358.75
					7.2%	United Enterprise LLC	X				\$93,530.00
					1.3%	Smith Maintenance Co	X				\$17,100.00
PWK	5/26/2020	Bid 20-07	2020 Parking Lot Improvements	\$282,249.95		McGill Construction Company (compliant)					
					25%	E King Cartage	X				\$71,000.00
			May Total	\$1,947,626.95							\$442,238.75
			Total to Date	\$7,468,345.27	40%		14	6	7		\$2,983,048.24
PWK	6/8/2020	Bid 20-09	Special Assessment Alley Project	\$481,201.50		Schroeder & Schroeder Inc. (LEP Eligible)					
					39%	Galaxy Underground Inc.	X				\$191,359.00
PWK	6/8/2020	RFQ 20-21	Church Street Pedestrian and Bicycle Improv	\$293,650.41		Civiltech Engineering					
					10%	Environmental Design	X				\$28,375.00
					3%	Infrastructure Engineering Inc.	X				\$10,619.00
					9%	GSG Consultants Inc.	X				\$27,176.00

2020 M/W/EBE Goal Compliance & Waiver Report

					12%	MUSE Community + Design		X			\$35,135.00
PWK	6/8/2020	No Bid #	Fleetwood Jourdain Gym Floor Replacement	\$593,851.00		Central Rug and Carpet (LEP Eligible)					
					100%	Central Rug and Carpet			X		\$0.00
	June Total			\$1,368,702.91							\$292,664.00
	Total to Date			\$8,837,048.18	37%		18	7	8		\$3,275,712.24
PWK	7/27/2020	Bid 20-38	2020 CDBG Improvements & Waste Transfer Alley	\$1,009,403.36		Capital Cement Company, Inc. (LEP Eligible)					
					2%	Maintenance Coatings		X			\$19,275.00
					8%	Ozinga Ready Mix			X		\$85,000.00
					1%	ALF Cartage Inc		X			\$7,320.63
					6%	L&B Trucking Inc	X				\$64,000.00
					2%	Petromex Inc	X				\$24,000.00
					1%	Smith Maintenance Co	X				\$10,000.00
					1%	Precision Pavement Markings	X				\$12,521.36
	July Total			\$1,009,403.36							\$222,116.99
	Total to Date			\$9,846,451.54	35.5%		22	9	9		\$3,497,829.23
PWK	8/10/2020	Bid 20-37	Water Quality Lab Renovation	\$1,474,990.00		ALL Construction Group (LEP Eligible)					
					20%	ALL Construction Group	X				\$298,000.00
					17%	Air Design Systems		X			\$249,000.00
					9%	Rocha Plumbing Inc.	X				\$126,991.00
					2%	Midway Contracting Group		X			\$27,000.00
					1%	MJB Decorating Inc.		X			\$12,870.00
PWK	8/10/2020	Bid 20-36	Evanston Shoreline Improvement	\$746,900.00		Robe Inc. (LEP Eligible)					
					32%	J Ave Development, Inc.	X				\$240,000.00
	Aug Total			\$2,221,890.00							\$953,861.00
	Total to Date			\$12,068,341.54	36.8%		25	12	9		\$4,451,690.23

Dept	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount	
PWK	9/14/2020	RFQ 20-35	Chicago Avenue Corridor Improvement	\$467,146.44		A. Epstein & Sons International, Inc.						
					20%	Christopher B. Burke			X		\$93,429.00	
					15%	Tesak Associates			X		\$70,072.00	
					8%	GSG Consultants Inc.	X				\$37,372.00	
PWK	9/14/2020	Bid 20-41	2020 CIPP Sewer Rehab Contract B	\$371,265.00		Granite Inliner (LEP Eligible)						
					12%	Comprehensive Construction Co		X			\$42,879.00	
Sept Total				\$838,411.44							\$243,752.00	
Total to Date				\$12,906,752.98	36.3%		26	13	11		\$4,695,442.23	

LEP Penalty Fund as of 10.31.2020

See the attached Accounting Dept report - last page for details.

LEP Acct.

Notes:

- There were a total of seventeen ED Entrepreneurial Small business invoices in the amount of \$39,231 that impacted the LEP account for Sept 2020.
- Previously we had 4 ED invoices hit the Aug balance for \$8,517. Total amount utilized to date from Econ Dev is \$47,748 out of the allotted \$50,000
- One LEP penalty amount for \$1,116.00 was credited from Hacienda Landscaping
- Anticipating a penalty from Pan Oceanic in Oct on the \$3m 2020 Water Main Fund (roughly \$6K)– one invoice came in from Evanston Rebuilding Warehouse in Oct for \$6,268 for Oct
- **Previous LEP Balance was \$25,860.87 / Current LEP Balance is \$19,592.00 as of Oct 31st**

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
CMO	3/9/2020	RFP 19-67	\$64,912.50	Municipal Zero Emissions Strategy	Elevate Energy (Chicago, IL)	Precludes Subcontracting Opportunities
PWK	3/9/2020	RFP 19-50	\$163,810.00	Valuation of the Water Works Properties	Burns & McDonnell (Kansas City, MO)	Precludes Subcontracting Opportunities
CMO	3/9/2020	RFP 20-01	\$68,900.00	Armored Car Services	Davis Bancorp (Barrington, IL)	Precludes Subcontracting Opportunities
PWK	5/11/2020	Bid 20-14	\$646,224.62	Dutch Elm Tree Injection	Kinnucan Tree Experts (Lake Bluff, IL)	Precludes Subcontracting Opportunities
PWK	6/8/2020	RFP 20-32	\$160,000.00	Hydraulic Modeling Services	Carollo Engineers (Chicago, IL)	Precludes Subcontracting Opportunities
PWK	7/13/2020	RFP 20-19	\$149,500.00	Parking Garage Structural Assessment	Wiss Janney Elstner Assoc (Northbrook, IL)	Precludes Subcontracting Opportunities
PWK	7/13/2020	RFP 19-65	\$585,000.00	Utility Billing System	True Point Solutions (Loomis, CA)	Precludes Subcontracting Opportunities
PWK	9/14/2020	Bid 20-42	\$190,580.08	Root Treatment	Duke's Root Control (Syracuse, NY)	Precludes Subcontracting Opportunities
		Year to Date	\$2,730,704.20			

**CITY OF EVANSTON
LEP VIOLATION ANALYSIS**

Account 100.41307

Year	Vendor	Bid No	Project Name	Violation Amount	GL Amount	GL Date	Comments
2013	SAK Construction	13-09	CIPP Sewer Rehab Contract A	2,000.00			Prior to Conversion-Reclass Sewer Exp (7420)
2013	Bolder Contractio	13-36	Davis Street Water Main & Sewer Replacement	9,000.00			Prior to Conversion-Reclass Water Exp (7330)
2013	Chicago Paving	13-37	Parking Lot Improvement at Central and Stewart	3,400.00			Prior to Conversion-Reclass Parking Exp (55476)
2013	Elanar Construction	13-39	Firemen's Park Renovation	4,100.00			Prior to Conversion-Reclass CIP Exp (5170)
2013	F.E Moran	13-48	2013 HVAC Improv Project	6,700.00	6,700.00	12/31/2014	
2014	A Lamp Concrete	14-31	2014 Water Main Replacement & St Resuf CIP 3	4,515.00	4,515.00	7/28/2015	
2014	A Lamp Concrete	14-41	Sherman Ave Streetscape & Reserf Project	3,087.00	3,087.00	7/28/2015	
2015	American Suncraft	15-03	Repair and Repair Standpipes	11,558.58	11,558.58	12/6/2018	Reclass
2015	Kenny Construction	15-01	2015 CIPP Sewer Rehabilitation Contract A	3,418.00	3,418.00	11/27/2018	Reclass
2015	Kovilic Construction	15-29	Church Street Boat Ramp	2,974.00	2,974.00	11/27/2018	Reclass
2015	Auto Prkg. Techno	14-25	Parking Account Revenue Configuration System	9,344.00	9,344.00	12/30/2017	
2016	Glenbrook Excavation	15-60	2016 CIP 1 Water Main Resuf Project	5,281.00	5,281.00	12/5/2018	Reclass
2016	DBS/ Garland		Water Treatment Facility Road & Masonry	3,067.00	3,067.63	3/24/2017	
2016	Reliable & Assoc	16-40	Library Underground Parking Garage Upgrade	1,047.50	1,047.50	5/9/2017	
2016	A Lamp Concrete	16-55	2016 Parking Lot Improvement	6,609.71	6,609.71	3/27/2018	
2017	Builders Pavers	17-27	2017 Parking Lot Improvement	1,584.00	1,584.00	4/10/2018	
2017	Kenny Construction	17-44	2017 CIPP Sewer Rehab Contract B	3,385.05	3,384.42	12/31/2017	
	Bank of America		Purchasing Card	(950.00)	(950.00)	2/27/2015	
	Bank of America		Purchasing Card	(1,680.00)	(1,680.00)	3/31/2015	
	Office Deport		Accounts Payable	(34.51)	(34.51)	12/15/2015	
	Bank of America		Purchasing Card	(19.06)	(19.06)	12/31/2015	
	Bank of America		Purchasing Card	(182.96)	(182.96)	12/31/2015	
	SAMS Club		Accounts Payable	(138.67)	(138.67)	6/9/2016	
	Evanston Round Table		Accounts Payable	(50.00)	(50.00)	5/9/2017	
	Brian K Johnson		Accounts Payable	(892.00)	(892.00)	8/15/2017	
	SAMS Club		Accounts Payable	(224.61)	(224.61)	6/7/2017	
	SAMS Club		Accounts Payable	(27.44)	(27.44)	6/7/2018	
			Balance as of FY2018	76,871.59	58,371.59		
			Adjust Prior to Conversion		18,500.00	1/25/2019	
2018	Copenhaver		Fountain Square		1,869.47	7/23/2019	
2018	Kovilic Construction		Church Street Harbor		4,327.20	9/10/2019	
2018	Chandler Newberger Center		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	
Central Rugs & Carpet	Accounts Payable	2,691.97	4/28/2020
Evanston Rebuilding Warehouse	Accounts Payable	(11,395.50)	4/28/2020
Chicagoland Paving Contractors, Inc.	Accounts Payable	3,806.66	5/27/2020
Copenhaver Construction	Accounts Payable	10,834.45	6/9/2020
Evanston Grill	Accounts Payable	(1,737.33)	7/27/2020
Evanston Rebuilding Warehouse	Accounts Payable	(6,000.00)	8/10/2020
Life in Progress	Accounts Payable	(1,779.96)	8/10/2020
Featherson Realty	Accounts Payable	(2,500.00)	8/20/2020
Minouchic Boutique	Accounts Payable	(2,500.00)	8/20/2020
Hacienda Landscaping	Accounts Payable	1,116.94	9/29/2020
ADAMS, HOWARD & MATHEWS LLC	Accounts Payable	(2,500.00)	9/29/2020
BLISSFUL NAIL SPA	Accounts Payable	(2,500.00)	9/29/2020
COMMUNITY WELLNESS INSTITUTE, LLC	Accounts Payable	(1,652.00)	9/29/2020
FREEMAN PICTURES, INC.	Accounts Payable	(1,944.72)	9/29/2020
JOY OF DOWNSIZING	Accounts Payable	(2,500.00)	9/29/2020
JULIE KARNES	Accounts Payable	(2,500.00)	9/29/2020
KOI CONSULTING GROUP, INC.	Accounts Payable	(2,500.00)	9/29/2020
KOMBUCHA BRAVA LLC	Accounts Payable	(2,500.00)	9/29/2020
NARGIS BEAUTY SPOT	Accounts Payable	(2,500.00)	9/29/2020
NETICIA BLUNT-WALDRON	Accounts Payable	(2,310.00)	9/29/2020
PATRICE A. BRYANT	Accounts Payable	(2,500.00)	9/29/2020
PHLB, LLC DBA HLB, LLC	Accounts Payable	(2,500.00)	9/29/2020
POWERING CAMPAIGNS	Accounts Payable	(2,120.00)	9/29/2020
RACHEL TEUER	Accounts Payable	(1,205.00)	9/29/2020
REPRISE EVANSTON, LLC - REPRISE COFFEE ROASTERS	Accounts Payable	(2,500.00)	9/29/2020
SERENITY NAILS	Accounts Payable	(2,500.00)	9/29/2020
STAR CLEANERS	Accounts Payable	(2,500.00)	9/29/2020
Evanston Rebuilding Warehouse	Accounts Payable	(6,268.50)	10/27/2020
Balance as of FY2020		19,592.37	

Pre-apprenticeship Training Program Agreement
(addendum to City of Evanston TIF Funding Agreement)

This agreement is entered by and between the City of Evanston, an Illinois municipal corporation ("City"), and Evanston Rebuilding Warehouse, an Illinois not-for-profit corporation. The City of Evanston approved funding totaling \$87,500 to assist in the construction of the new Evanston Rebuilding Warehouse headquarters located at 1245 Hartrey Avenue. The City Council approved an agreement requiring the Evanston Rebuilding Warehouse to host, help design, and promote a new pre-apprenticeship training program to help Evanston residents gain skills for a path to a union apprenticeship.

The City believes the development of a pre-apprenticeship program that leads to registered union apprenticeship programs could play a critical role to increase the numbers of residents working on capital improvement projects. It could also provide a pathway to the middle class for underserved, diverse and/or disadvantaged populations, and increase resident enrollment in local trade unions.

This should provide clear direction to the next steps for potential employment and the results will demonstrate that pre-apprenticeship skill sets produce a highly skilled worker who contributes to the economic vitality of the City of Evanston.

The Evanston Rebuilding Warehouse agrees to:

1. Host a series of pre-apprenticeship training programs, for Evanston residents. at the Evanston Rebuilding Warehouse at the new headquarters at 1245 Hartrey in Evanston.
2. Help finalizing the design of a trades / pre-apprenticeship training program that provides a path to union apprenticeship. Example trade training descriptions are attached. Job classifications may include:
 - Electrician
 - Carpenter
 - Drywall Finishers
 - Painting and Decorating
 - Laborer
 - Bricklayer
 - Plumbing
 - HVAC
 - Heavy Equipment (Crane Operators)
 - Cement Masons

Program training specifics should include but are not limited to what Evanston Rebuilding Warehouse has established for the pre-apprentice training curriculum. Trade topics pertaining to multiple trades such as construction terminology, industry organization, teamwork, ethics, and employer expectations OSHA-10 Construction Safety Certification First Aid and CPR Certification Selection, care, and safe use of hand

and power tools (e.g. boom arm crane). Also included should be worker rights and responsibilities information. Suggested coursework additions can be emerging work in clean energy such as Photovoltaic, Solar Energy, Geo-Thermal Energy, Wind Power and Sustainability for future industry marketability.

Pre-apprenticeship Program Framework

- Participant Intake/Assessment (finds barriers and provides resources to remove obstacles to enrollment)
- Hands on Skills Evaluation (determining knowledge base)
- Relevant Coursework/Test Preparation (developing skills to pass registered apprenticeship tests i.e. math aptitude, construction safety OSHA 10, CPR, First Aid)
- 400 hours of paid training (10 weeks) (City of Evanston subsidy)
- Career matching/guidance/placement facilitation
- Supportive services (ensures participant stability during and after program)

Budget Example

- Drywall Finisher Pre-apprentice (suggested salary \$14)*
- City of Evanston pays 50% of salary \$7 x 400 hours = \$2,800
- X 25 resident employees = \$70,000
- Compartment/Relevant Coursework/Test Prep 12 weeks = \$30,000 (course includes 6 week workforce readiness, and 6 weeks of registered apprentice program test prep)

Total City of Evanston allocation \$100,000. These numbers can be adjusted this is an example

*estimated pre-apprentice wage – wage could be lower

3. Help identify viable community partners with a focus on training and industry preparation for the primary construction trades. (e.g. Oakton Community College, Evanston Cooperative) Successful students are also taught valuable skills, training and knowledge necessary to secure employment and meet the minimum qualifications for apprenticeship. The emphasis is on learning skills and attitudes that lead to becoming a productive member of a construction worksite team.
4. Help with outreach to Evanston residents (e.g. ward newsletters, ETHS seniors, community partners, etc.) To the extent possible, an effort should be made to recruit pre-apprentices from multiple trades or crafts. The purpose is create a pathway to have Evanston residents potentially employed on various construction projects as laborers,

apprentices and journeymen in such trades as: electrical, HVAC, carpentry, masonry, concrete, truck driving, and other construction occupations necessary for the project.

5. Agree to market the program as collaboration with the City of Evanston on ERW websites, social media and distributed materials. The ideal target population should be high school graduates or GED recipients, able to read/write/comprehend technical English, and adult men and women age 18 and up, who want to increase their opportunity for selection into construction trade apprenticeship.
6. Provide space for the training for a period of 36 months beginning June 1, 2021. These suggested dates are subject to current pandemic outcomes.
7. Quarterly reporting and periodic presentations to the MWEBE/Economic Development Committees and/or the City Council.

In witness whereof, the City, and the Grantee have signed this Agreement as of the dates set opposite their signatures.

Signatures

Erika Storlie, City Manager

City of Evanston

Signature

Aina Gutierrez, Executive Director

Evanston Rebuilding Warehouse