

M/W/EBE Development Committee
Wednesday, January 20, 2021
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 meet.google.com/sgv-ukng-otr or by telephone by dialing: +1 567-331-0286 and entering PIN: 590 974 273#

Page

1. CALL TO ORDER/DECLARATION OF A QUORUM

2. APPROVAL OF MINUTES

- A. Approval of the November 18, 2020 Meeting Minutes 3
[Minutes of the November 18, 2020 Meeting](#)

3. GUEST INTRODUCTIONS

4. OLD BUSINESS

- A. Approval of the 2021 Meeting Schedule 6
[MWEBE 2021 Meeting Schedule](#)
- B. Evanston Procurement Vendor Event Update for 2021
- C. Final Follow Up for Alterations to the Website

5. STAFF REPORTS

- A. M/W/EBE and LEP Tracking Year End / LEP Crown Status Memo 7 - 18
[2020 MWEBE LEP Goal Compliant Waiver Report \(Dec\)](#)
[2020 LEP Analysis 12312020](#)
[Bulley & Andrews LEP Status Memo](#)

6. NEW BUSINESS

- A. 2021 Committee Goals / Outlook Discussion
1. Apprentice Program with ERW (Evanston Rebuilding Warehouse) / Merger with Rebuilding Exchange in Chicago
 2. Under 20K Spend for Local Economy
 3. Racial Equity Review for Minority / Women / Evanston Based Businesses
 4. Miscellaneous

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 847-866-5095 (TTY).



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

Wednesday, November 18, 2020
5:00 P.M.
Meeting Minutes

MEMBERS PRESENT: Ald. Peter Braithwaite, Ald. Robyn Simmons, Joshua Gutstein, Jessica Oldani, and Michael McLean

MEMBERS ABSENT: Kemone Hendricks, Nasutsa Mabwa, and Jesus Vega

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

PRESIDING MEMBER: Ald. Braithwaite

1. Declaration of a Quorum

With a quorum present Ald. Braithwaite called the meeting to order at 5:12 pm. Ald. Braithwaite motioned to suspend the rules to permit members to convene via virtual meeting. Second by Ald. Robyn Simmons and approved 5-0 (roll call taken).

2. Approval of Minutes

Motion to approve the Minutes as presented from October 21, 2020 made by Ald. Robyn Simmons and seconded by Jessica Oldani. Motion passed unanimously 5-0 (roll call taken).

3. Guest Introduction:

No guest

4. Old Business

A. Procurement 101 - Recovery Evanston Business Planning Discussion

Jessica shared that she, Michael, and Nasutsa met to discuss this topic. All agreed that more input is necessary from the Committee. Michael noted that the group discussed utilizing tourism on the lakefront to provide opportunities to small businesses, startups, and entrepreneurs. The group also discussed utilizing other areas of the City such as parks and neighborhoods.

Ald. Braithwaite requested that the group return to the Committee with a framework. Jessica noted the subcommittee would reach out to members of the business community regarding their input.

Michael proposed utilizing existing events to promote small, non-brick and mortar vendors/businesses. Ald. Robyn Simmons recommended discussing this topic with Parks and Recreation to determine barriers and opportunities.

Ald. Braithwaite suggested examining the 2019 lakefront activity schedule and the 2019 and 2020 Downtown Special Event schedule and budget. Ald. Robyn Simmons suggested inviting a staff member from Economic Development to the next Committee meeting.

B. B. Website Update Status

Services Director/CIO Luke Stowe provided a summary of ideas the Committee shared at its last meeting. Luke will present a draft of the website at the next Committee meeting.

5. STAFF REPORTS

A. M/W/EBE and LEP Tracking

Interim Deputy City Manager Sharon Johnson noted the project by Pan-Oceanic Engineering Co just closed. Since the project achieved a 12% compliance rate, the penalty to Pan-Oceanic Engineering Co would be \$6,100. Sharon also shared that the Evanston Shoreline Improvement project achieved an 18% compliance rate; therefore, no penalty is associated with this project.

As of October 31, 2020, the LEP Penalty Fund had the following transactions: A total of seventeen ED Entrepreneurial Small business invoices in the amount of \$39,231 that impacted the LEP account for September 2020. Previously the fund had 4 ED invoices hit the August balance for \$8,517. Total amount utilized to date from Economic Development is \$47,748 out of the allotted \$50,000. One LEP penalty amount for \$1,116 was credited from Hacienda Landscaping. Anticipating a penalty from Pan Oceanic in October on the \$3m 2020 Water Main Fund (roughly \$6K) – one invoice came in from Evanston Rebuilding Warehouse in October for \$6,268. Previous LEP Balance was \$25,860.87. Current LEP balance is \$19,592.00 as of Oct 31st.

Summary of Robert Crown Status

Sharon noted Evanston residents worked 26,622 hours out of the 150,000 project hours at Robert Crown. As of September 30, Robert Crown achieved a 16.69% compliance rate.

6. New Business

Partnership Agreement with Evanston Rebuilding Warehouse 2021

Ald. Braithwaite shared that the Community and Economic Development Subcommittee approved an allocation of \$87,000 for the Evanston Rebuilding

Warehouse. Funding would be taken out of the West Evanston TIF. The agreement allows for a higher level of resident participation in the apprenticeship programs. Participants would take training courses on various trades.

Committee members provided feedback to the draft agreement. Committee members voted unanimously to send the agreement to legal. 5-0 (roll call taken).

Miscellaneous Legislative Items

No Miscellaneous Legislative Items

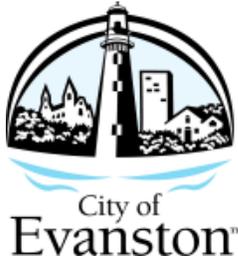
7. Other Business

2021 Committee Calendar Schedule

Committee members agreed to continue holding its meeting virtually on the third Wednesday of every month at 5 P.M. Tasheik would provide a meeting schedule for the Committee to approve at its January meeting.

8. Adjournment

Ald. Robyn Simmons motion to adjourn, seconded by Joshua Gutstein. Motion carried unanimously. Meeting ended at 6:32 pm.



Memorandum

To: Members of the M/W/EBE Development Committee
From: Tasheik Kerr, Management Analyst
Subject: Approval of the 2021 Meeting Schedule

Date: January 20, 2021

Recommended Action:

Staff recommends approval of the M/W/EBE Development Committee proposed 2021 meeting schedule.

Summary:

The M/W/EBE Development Committee meeting is held on the third Wednesday of each month virtually via a video conference platform during the COVID-10 Pandemic, otherwise in person at the Lorraine H. Morton Civic Center, 2100 Ridge Avenue. The meeting start time is 5:00 p.m. There will be no meeting held in the months of April, May, August, and December.

January 20, 2021
February 17, 2021
March 17, 2021
June 16, 2021
July 21, 2021
September 15, 2021
October 20, 2021
November 17, 2021

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
PWK	12/14/2020	Bid 20-27	Crown Park Landscape Maintenance	110,430.00		Christy Webber Landscapes					
					100%	Christy Webber Landscapes		X			\$0.00
	Dec Total			\$110,430.00							\$0.00
	Total to Date			\$13,017,182.98	36%		26	14	11		\$4,695,442.23

LEP Penalty Fund as of 12.31.2020 (Final)

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. No additional activity after Sept. Will confirm the remaining ED grant should have a \$10,769 balance out of the allotted \$50,000 – will verify with Economic Development
- One LEP penalty amount for \$3,760.00 was credited from Amber Mechanical Contractors for the Chandler Newberger Phase 2 project
- One invoice from Evanston Rebuilding Warehouse in Oct for was deducted from the account in the amount of \$6,268.50 and Albion Developers contributed \$50,000 to the Local Employment Program
- **Previous LEP Balance was \$19,592.00 / Year End Balance is \$73,352.59 as of Dec 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

2020 M/W/EBE Goal Compliance & Waiver Report

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
PCS	12/14/2020	No Bid #	\$70,933.00	Automated Moveable Partition	Modernfold, Inc (Carol Stream, IL)	Precludes Subcontracting Opportunities
		Year to Date	\$2,801,637.20			

**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 & Resurf 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 Resurf 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 12/31/2018				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 12/31/2019		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
Amber Mechanical Contractors	Accounts Payable	3,760.22	12/15/2020
Albion Residential	Journal Entry	50,000.00	12/31/2020
Balance as of 12/31/2020		73,352.59	



Memorandum

To: Honorable Mayor Hagerty and Members of the City Council
Erika Storlie, City Manager

From: Sharon A. Johnson, Acting Deputy City Manager

Subject: Robert Crown Community Center – Local Employment Program Status

Date: January 25, 2021

The purpose of the Local Employment Program (LEP) is to increase hiring of economically disadvantaged Evanston residents on certain construction projects, (LEP) Ordinance, Section 1-17-1 (C) of the Evanston City Code, was created. The primary intent is to have Evanston Residents employed at the construction site as laborers, apprentices and journeymen in such trades as electrical, HVAC, carpentry, masonry, concrete, finishing, truck drivers and other construction occupations necessary for the project.

The ordinance requires the Contractor to meet or exceed the following requirements for compliance:

- A total of 15% project working hours (i.e. 1,000 project working hours at least one trades affiliated Evanston Resident needs to reflect, through certified payroll a minimum of 150 working hours), shall be performed onsite.
- Contractors must provide documentation to demonstrate a “good faith effort” to comply with the City’s ordinance by submitting certified payroll reports
- Utilize the City’s workforce database, advertise with local media and work closely with City staff to locate a potential candidate(s). Contractors must notify residents of employment opportunities via newspaper and Chicagoland Labor Unions, if utilizing union labor. The workforce database provided to the Contractor is a reference tool and does not guarantee employment endorsement by the City.

Bulley & Andrews/BOWA Construction Performance History for Robert Crown (2018 to 2020)

The City has received copies of several letters from various trade unions regarding availability of Evanston residents for employment on the Crown project: Bricklayers/Stone Masons, Cement Masons, Glaziers, Iron Workers, Painters, Pipefitters, Plumbers, Roofers, Sheet Metal Workers, Sprinkler Fitters, Terrazzo/Tile Setters, Trowel Trades, Laborers and Carpenters - many union locals reflected no results for locating Evanston residents with the exception of the Laborers, Carpenters, Pipefitters, and Electrical unions. There were 15 trades required for the project, earlier this year 13 showed no results for workers. This presented a challenge for qualified union affiliated residents to fulfill the onsite hours.

In accordance with the Local Employment Program Bulley & Andrews requested a waiver for those trades for which no union members reside within the 60201 or 60202 zip code. The due diligence Bulley & Andrews and BOWA Construction demonstrated were:

1. Indicate the percentage total of construction hours performed by Evanston Residents: **Jan 2020 the total work hours for the overall project was 6% July 2020 overall project hours are at 9%**
2. Briefly describe why a waiver is requested: **For the major of union workers required for the project there are no available members that reside in Evanston to reasonably fulfill work hour ordinance requirements.**
3. In accordance with the Local Employment Program did you utilize the workforce local resident database to search for local workers? **Yes, a number of individuals from the list were employed at some point throughout the life cycle of the project. City staff held weekly meetings to review the list with prospective trade contractors, prior to the award of a scope of work to be completed, and follow up weekly phone conversations were conducted to surface new candidates for consideration, not yet reflected on the database listing.**
4. Did you place an ad in a local newspaper notifying Evanston Residents of employment opportunities? **Yes, they advertised several places in print and e-versions: The Evanston Roundtable, Evanston Now, La Voz de Evanston, and Evanston M/W for several months. They have staffed a booth at several community held events and picnics advertising employment opportunities on the project. All on file.**
5. If utilizing union labor (B&A are signatory with the union) did you contact Chicagoland labor unions to request a resident for employment? **Yes, on file are several letters from 13 unions contacted to verify the lack of local resident members.**

In addition to the efforts listed above Bulley & Andrews and BOWA Construction have performed the following activities to continue to communicate employment opportunities and engage local Evanston based firms and residents:

Project as Learning Lab for youth: hosted multiple classes for Washington Elementary students using the project as a learning lab during early construction. They conducted two classroom sessions at ETHS with Career and Technical Education Students, and sponsored a field trip to assist with connecting classroom instruction to the live jobsite.

Conducted Outreach Meetings: the Contractor staffed several Robert Crown Project outreach meetings for potential local vendors and residents (Summer 2018) to communicate upcoming project opportunities.

Employment Fair: attended a City led union employment fair and distributed union apprenticeship program materials, answered questions, and performed follow up.

Community Meetings: staffed the annual "National Night Out" event in the 5th ward and the City's local UNITY annual picnic to continue to communicate opportunities for local residents. Also staffed the annual Back to School event.

Apprentice Sponsorship: hired and sponsored a local candidate into the carpenters union as a result of program work done by ERW (Evanston Rebuilding Warehouse) a local firm helping to develop the local community workforce through deconstruction projects.

S.O.A.R Apprenticeship Program: (Skills, Opportunities and Resources) a comprehensive 12 week program focused on workforce development by providing enrichment, education on positions within the industry and outside of the traditional field trade worker role. The program was designed for the cohort to gain industry exposure and be able to illustrate knowledge gained through working with local businesses/industry businesses and gauge future interest for next steps.

Collaboration with MWEBE Committee: (earlier 2019) to review standing agenda topics and status of engagement to surface new ideas and opportunities.

Trade Award Meetings: met consistently with City staff for major trade work award recommendations to ensure maximum participation and engagement by prospective trade award contractors. Utilized local media advertising across various platforms, and required every subcontractor to perform union engagement to surface members residing in Evanston to offer/discuss project employment.

Staff Summary

Staff has worked with the Contractor on multiple projects including Northwestern University capital improvement projects. Their performance has always been collaborative and innovative. They have shown consistency when attempting to reach requirements to engage local workers, in the past on multi-million dollar University projects. They have executed the same due diligence on the Robert Crown Community Center project, over the past two years.

There have been over two dozen local residents, who have performed work on the Crown project as well as work on additional projects sanctioned by the Contractor throughout the Chicagoland area. Evanston residents were not restricted to working locally when an opportunity became available and they were fully utilized by the Contractor as confirmed through certified payroll and resident verification. The payroll income economic advantage for local residents who have participated on these projects has exceeded over \$1.3 million dollars to date. The breakdown is as follows:

Robert Crown Community Center:	8,476 project hrs. (Through completion \$372,955)*
Additional B&A Projects / S.O.A.R Apprentice Program:	21,071 project hrs. (Through completion \$927,124)*
Total Evanston Work Hours For RCCC & B&A projects:	29,547 project hrs. (Through completion \$1,300,068)*

*Estimated dollar amounts are based on \$44/hr. which is the current prevailing labor wage rate for union scale. Pay scale rates vary among trades and will be higher depending on the specific scope of work. \$44/hr. is a conservative estimate.

Individually, Bulley & Andrews along with BOWA Construction have consistently exceeded the 15% LEP work hour requirements for compliance throughout the life cycle of the project. The challenge has been the diversity of trades, scheduling and availability of local union tradesmen and women needed to align with the overall scope of work, and the undersized trade workforce in Evanston. Effective December 31, 2020 the Crown project has achieved 17.6% compliance with the Evanston local ordinance, and over 167,000 project hours.

Staff has received regular positive feedback from constituents, local officials, project workers, and business owners on the aesthetics and functionality of the Crown center.

With the Robert Crown Community Center project completed and after close monitoring over a two year period of demonstrated "good faith effort", Staff is satisfied with the Contractor's attempt to fulfill the Local Employment Program prerequisite, as cited in the City's ordinance Section1-17-1 (C) of the Evanston City Code.