

**M/W/EBE Development Committee
Wednesday, March 17, 2021
Lorraine H. Morton Civic Center Room, 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/rxx-zvxx-jgo?hs=122&authuser=0> or or by telephone by dialing: US) +1 601-653-9425 and entering PIN: 356 659 841#

Page

1. CALL TO ORDER/DECLARATION OF A QUORUM

2. APPROVAL OF MINUTES

- A. Approval of the January 20, 2021 Meeting Minutes 3 - 6
[January 20, 2021 Meeting Minutes](#)

3. GUEST INTRODUCTIONS

- A. Dave Davis, Executive Director for Community Relations - Northwestern University

4. OLD BUSINESS

- A. Evanston Procurement Vendor Event (webinar or in-person lakefront)

5. STAFF REPORTS

- A. Capital Improvement Projects Report 7
[LEP Report 2021 03 Update and Memo](#)
- B. M/W/EBE and LEP Tracking Report 10 - 12
[2021 LEP Analysis 022821](#)
[2021 MWEBE LEP Goal Compliant Waiver Report \(March\)](#)

6. NEW BUSINESS

- A. Minority Business Incubator Overview
- B. Outreach for Local Businesses
- C. 2021 Calendar Schedule Change 13

[2021 Proposed MWEBE Calendar](#)

7. OTHER BUSINESS

- A. Announcements

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, January 20, 2021
5:00 P.M.
Meeting Minutes

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

MEMBERS ABSENT: Kemone Hendrick

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

No quorum was present. Michael McLean called the meeting to order at 5:16 pm. Ald. Braithwaite motioned to suspend the rules to permit members to convene via virtual meeting. Second by Nasutsa Mabwa and approved 4-0 (roll call taken).

Jessica joined the meeting at 5:38 pm
Jesus joined the meeting at 5:31 pm
Ald. Simmons joined at 5:36 pm

2. Approval of Minutes

Motion to approve the Minutes as presented from November 18, 2020 made by Ald. Braithwaite and seconded by Nasutsa Mabwa. Motion passed unanimously 5-0 (roll call taken).

3. Guest Introduction:

Lisa Degliantoni, the founder of Evanston Made, stated she is seeking out events and opportunities for member creatives to take their businesses to market. Lisa inquired whether the Committee knows of partners that might need support/services provided by members of Evanston Made.

Michael McLean noted Evanston Made is having the type of events the Committee is interested in pursuing. Michael inquired about Evanston Made's plans, the organization's potential to expand, and challenges the organization face as it pertains to its events. Lisa responded that Evanston Made works with over 300 people. Evanston Made gets a lot of demand and has information on what people need as it pertains to small businesses and creatives.

Luke added that the parking division has received inquiries related to the uses of the City's garages. There might be opportunities to leverage underutilize garage spaces.

4. Old Business

A. Approval of the 2021 Meeting Schedule

Motion to approve the 2021 Meeting Schedule made by Ald. Braithwaite and seconded by Jesus Vega. Motion passed unanimously 6-0. (Roll call taken).

Meeting schedule approved as follows:

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

B. Evanston Procurement Vendor Event Update for 2021

Nasutsa noted the planning subcommittee discussed holding an event but did not conclude on the format or where to hold the event. Michael added the planning subcommittee discussed small business development and how to increase exposure for small businesses that do not have storefronts. Michael suggested the group develop strategies that do not require large gatherings. Michael also suggested investing in a technology that could get the message out. Ald. Braithwaite suggested the planning subcommittee considers holding the event next year.

Luke suggested moving forward with a "how to do business with the City of Evanston" video. Joshua suggested a series of two-minute videos. Tammi mentioned there was a suggestion to do a virtual event.

C. Final Follow Up for Alterations to the Website

Luke noted the City's website developer position is currently vacant. Luke provided a summary of the updates to the website. Luke mentioned the Evanston business registration website is being developed.

5. STAFF REPORTS

A. M/W/EBE and LEP Tracking

Sharon Johnson mentioned the Water Quality Lab Project, budgeted at 1.4 million, was at 26%. As of March, the project decreased to 11%. Sharon surmised there might have been double counts of other programs associated with the project. There were two Evanston residents on the project.

The 2020 year ended with 36% subcontractor diversity reach against a target of 25%.

Transactions in the LEP Penalty Fund as of 12.31.2020 are as follows:

- 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.
- 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. 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 Renovation

Sharon reviewed the Local Employment Program status of the Robert Crown Community Center.

6. New Business

2021 Committee Goals / Outlook Discussion

1. **Apprentice Program with ERW**
Evanston Rebuilding Warehouse is merging with Rebuilding Exchange in Chicago. The company plans to focus on sustainability, workforce training, and environmental education.
2. **Under 20K Spend for Local Economy**
Ald. Braithwaite shared that staff is looking into where the City spends funds that are under \$20,000 and that there might be opportunities for the City to procure services locally.
3. **Racial Equity Review for Minority / Women / Evanston Based Businesses**
Sharon suggested the Committee considers incorporating a racial equity framework into its meetings and decisions to enhance programs and services.
4. **Miscellaneous**
Luke provided an update on the V-Link software platform. This platform would allow large buyers to conduct a search on what is available locally and to compare prices. Luke noted the company has met with some Evanston-based organizations.

Michael McLean inquired whether there are incentives for businesses that enter this platform to hire and source locally. Nasutsa noted this platform is best suited for retailers, not businesses that provide services or franchises. Jessica added that the need for this platform was to enable contractors to find subcontractors and for all Evanston businesses to be searchable and identifiable. Jessica noted this platform may not provide sole proprietors the option to advertise their services. Ald. Simmons mentioned that In-Stores has a platform that meets the needs of some businesses. Ald. Simmons requested the Committee get a presentation from In-Store. Nasutsa added that the fee structure of some of the platforms may be prohibitive. Nasutsa suggested having one platform instead of multiple platforms. Michael suggested the Committee considers an Angies List type of platform.

Ald. Simmons inquired about the categorization of the City's BIDs and RFPs. Tammi responded that the City provides a quarterly list of available BIDs and RFPs. Ald. Braithwaite inquired about the City's purchasing software. Tammi provided an overview of the purchasing process.

7. OTHER BUSINESS

No other Business

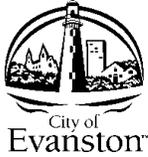
8. Adjournment

Nasutsa motion to adjourn, seconded by Ald. Simmons. Motion carried unanimously 5-0 (roll call taken). Meeting ended at 6:27 pm.

LEP SUMMARY - 2021 CAPITAL IMPROVEMENT NEW CONTRACTS

Project Title	Total 2021 Budget	Contract Award	Quarter for Advert./ Contract Award	LEP Eligible?	Comments
LEP ELIGIBLE					
Water Main - Main Street, Maple to Hinman	\$ 1,150,000		2021 1Q	Yes	
McCulloch Park - Construction	\$ 1,000,000		2021 1Q	Yes	
54" Intake Heater Cable Replacement	\$ 1,000,000	\$ 844,118	2/22/2021	Yes	
HVAC - PFHQ, Fire 3, Levy, Water	\$ 860,000	\$ 930,353	2/22/2021	Yes	
Cured-In-Place Pipe Rehabilitation	\$ 700,000		2021 1Q	Yes	
Parking Garages - Joint Repairs	\$ 600,000		2021 2Q	Yes	
CIPP Rehabilitation - West Evanston TIF Area	\$ 500,000		2022 2Q	Yes	
Parking Lot No. 54 (Poplar/Central)	\$ 450,000		2021 2Q	Yes	
Maple Garage Security Cameras	\$ 400,000		TBD	Yes	
Crown - Playground (in-house)	\$ 370,000		2021 1Q	Yes	
Parking Garages - Concrete Repairs	\$ 300,000		2021 2Q	Yes	
WTP - SCADA System Server Upgrades	\$ 300,000		2021 1Q	Yes	
Loveland Park - Path Repairs	\$ 210,000		2021 1Q	Yes	
Drainage Structure Lining	\$ 180,000		2021 2Q	Yes	
Water Plant Admin Bldg HVAC Repl - Const	\$ 150,000		2021 2Q	Yes	
Civic Center Permeable Concrete Repair	\$ 50,000		2021 2Q	Yes	
TOTAL LEP ELIGIBLE	\$ 8,220,000	\$ 1,774,471			
TOTAL LEP INELIGIBLE - BY FUNDING RESTRICTIONS					
Water Plant 36/42 Intake Replacement - Const	\$ 5,000,000		2021 3Q	No	IEPA SRF Funding
2021 Water Main Improvements	\$ 4,106,000		2021 3Q	No	Rebuild Illinois Funding
30" Transmission Main Rehab - Construction	\$ 4,100,000		2021 3Q	No	IEPA SRF Funding
Lead Service Line Replacement (Pilot)	\$ 3,850,000		2021 3Q	No	IEPA SRF Funding
Large Dia Sewer Lining - Greenleaf	\$ 2,000,000		2021 3Q	No	IEPA SRF Funding
2021 MFT Street Resurfacing	\$ 1,374,000		2021 1Q	No	MFT Funding
Small Diameter Water Main Lining	\$ 1,300,000		2022	No	IEPA SRF Funding
Street Patching Program	\$ 670,000		2021 1Q	No	MPI Purchasing Program
2021 Alley Improvements	\$ 1,440,000		2021 2Q	No	CDBG Funding
Pavement Marking	\$ 120,000		2021 1Q	No	MPI Purchasing Program
Streetlight LED Conversion	\$ 50,000		2021 2Q	No	Rebuild Illinois Funding
TOTAL LEP INELIGIBLE - BY FUNDING RESTRICTIONS	\$ 24,010,000	\$ -			
TOTAL LEP INELIGIBLE - BY PROJECT TYPE					
Civic Center - Planning/Design Svcs	\$ 450,000		TBD	No	Consulting Services
Water Plant Electrical Reliability Improvements - En	\$ 400,000		2021 1Q	No	Engineering Services
Shoreline Stabilization at Sheridan Road, Elliot Park and Greenwood Beach - Engr Svcs	\$ 300,000		2021 2Q	No	Engineering Services
Service Center Study	\$ 250,000		2021 1Q	No	Engineering Services
ADA Transition Plan	\$ 150,000		2021 1Q	No	Consulting Services
Animal Shelter Architecture Services	\$ 100,000		2021 1Q	No	Consulting Services
Sewer - Grit Separator Purchase	\$ 100,000		2021 2Q	No	Commodity Purchase
Noyes - HVAC Study	\$ 100,000		2021 4Q	No	Engineering Services
Larimer Park - Improvements - Planning and Design	\$ 75,000		2021 4Q	No	Consulting Services
General Phase I Engineering	\$ 65,000		various	No	Engineering Services
Skate Park - Consulting Svcs	\$ 60,000		2021 3Q	No	Consulting Services
Citywide Roof Evaluation	\$ 60,000		2021 2Q	No	Consulting Services

Bridge Inspection	\$ 60,000		2021 4Q	No	Engineering Services
Beck Park Expansion - Phase 1 Planning	\$ 30,000		2021 3Q	No	Consulting Services
Mason Park - Expansion Study (in-house)	\$ 30,000		2021 4Q	No	Consulting Services
Park Sign Replacements	\$ 25,000		2021 3Q	No	Commodity Purchase
TOTAL LEP INELIGIBLE - BY PROJECT TYPE	\$ 2,255,000	\$ -			
TOTAL LEP INELIGIBLE <\$250,000					
Facilities Contingency	\$ 600,000		as needed	No	Miscellaneous projects under \$250,000 each
Roofing and Tuckpointing at Various Facilities	\$ 225,000		2021 3Q	No	<\$250,000
Sewer Repairs on Street Improvements	\$ 200,000		2021 2Q	No	<\$250,000
Levy - Linden Room Rehabilitation	\$ 200,000	\$ 248,614	1/11/2021	No	<\$250,000
Traffic Calming, Bicycle and Ped Improvements	\$ 186,000		2021 2Q	No	<\$250,000
Sewer Extension for Alley Improvements	\$ 150,000		2021 1Q	No	<\$250,000
50/50 Sidewalk Improvements	\$ 150,000		2021 2Q	No	<\$250,000
Remote Pump Station - Pump Reliability	\$ 150,000		2021 3Q	No	<\$250,000
Water Plant Protective Relay Replacement	\$ 120,000		2021 3Q	No	<\$250,000
Streetlight Replacement	\$ 115,000		2021 2Q	No	<\$250,000
Dog Park - Planning & Design	\$ 110,000		2021 2Q	No	<\$250,000
Parks Contingency	\$ 75,000		as needed	No	<\$250,000
Emergency Sewer Repairs	\$ 75,000		as needed	No	<\$250,000
Street Rejuvenation	\$ 50,000		2021 2Q	No	<\$250,000
Raymond Park Improvements	\$ 50,000		2021 2Q	No	<\$250,000
Temporary Skate Park - Const	\$ 50,000		2021 2Q	No	<\$250,000
Zero Emission Strategy Implementation	\$ 50,000		2021 3Q	No	<\$250,000
Public Art - Fountain Square Installation	\$ 50,000		2021 2Q	No	<\$250,000
Public Works Truck Radio System	\$ 50,000		2021 2Q	No	<\$250,000
Public Art	\$ 30,000		2021 2Q	No	<\$250,000
Renewable Energy Project Support	\$ 30,000		2021 2Q	No	<\$250,000
Traffic Signal Impr - Sherman and Grove	\$ 15,000		2021 1Q	No	<\$250,000
TOTAL LEP INELIGIBLE <\$250,000	\$ 2,731,000	\$ 248,614			



Memorandum

To: M/W/EBE Committee

From: Lara Biggs, P.E., Bureau Chief – Capital Planning / City Engineer

Subject: Reduction in LEP-Eligible Projects

Date: March 17, 2021

Summary:

The number and value of capital improvement projects eligible for compliance with the City of Evanston Local Employment Program has declined significantly between 2020 and 2021. A summary of the total value of projects considered LEP-eligible is shown in the table below.

	Annual Average CIP 2018 - 2020	2021 CIP	Change	% Change
LEP Eligible	\$ 17,562,020	\$ 8,220,000	\$ (9,342,020)	-53%
Ineligible by Funding Source	\$ 18,521,392	\$ 24,010,000	\$ 5,488,608	30%
Ineligible by Project Type	\$ 3,396,633	\$ 2,255,000	\$ (1,141,633)	-34%
Ineligible by <\$250,000	\$ 2,637,667	\$ 2,731,000	\$ 93,333	4%
Total	\$ 42,117,711	\$ 37,216,000	\$ (4,901,711)	-12%

The decrease in LEP eligible projects is primarily for the following reasons:

1. Reduction in Overall CIP – For budgetary reasons related to the ongoing pandemic, the CIP was reduced over previous years. This was done primarily by reducing the proposed amount of general obligation bonds (or debt) to be issued.
2. Increase in State of Illinois Grant Funds – The State of Illinois gave the City of Evanston increased funding through the Rebuild Illinois program, but this funding was required to be utilized for capital improvement of streets. Consequently, the City is able to resurface additional streets, but this funding was also used to resurface streets included in the water main replacement program. Projects that use this funding are not eligible to be included in the LEP program, correlating to a 30% increase in projects that are ineligible due to funding source.

**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	3,067.63	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		
	Evanston Rebuilding Warehouse		Accounts Payable		(6,000.00)	1/26/2021	
	Evanston Rebuilding Warehouse		Accounts Payable		(4,471.50)	2/23/2021	
			Balance as of 2/28/2021		62,881.09		

2021 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	
PWA	1/11/2021	Bid 20-50	Levy Senior Center - Linden & Locust Rm Rennov	\$248,614.37		Troop Contracting, Inc						
					4%	Salamanca & Meza LLC	X				\$10,000.00	
					12%	Marketing Contracting Services	X				\$30,690.00	
					12%	Devontry LLC			X		\$30,910.00	
	January Total			\$248,614.37							\$71,600.00	
	Total to Date			\$248,614.37	28%		2	0	1		\$71,600.00	

2021 MWEBE Goal Waived						
Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	2/22/2021	Bid 20-54	\$821,669.00	54 Inch Intake Heater Cable	Lake Erie Diving, Inc. (Painesville, OH)	Precludes Subcontracting Opportunities
		Year to Date	\$821,669.00			

LEP Penalty Fund as of 02.28.2021

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

LEP Acct.

Notes:

- Two invoices from Evanston Rebuilding Warehouse were deducted from the account in the amount of \$10,471.50. The invoices were received Jan 26th and Feb 23rd 2021
- **Previous LEP Balance was \$73,352.59 / Current Balance is \$62,881.09 as of Feb 28th**

Staff is proposing the following schedule:

2021 MWEBE Committee Meeting Schedule	
Committee Meeting Dates	No Committee Meeting Dates
Wednesday, January 20, 2021	Wednesday, February 17, 2021
Wednesday, March 17, 2021	Wednesday, April 21, 2021
Wednesday, May 19, 2021	Wednesday, June 16, 2021
Wednesday, July 21, 2021	Wednesday, August 18, 2021
Wednesday, September 15, 2021	Wednesday, October 20, 2021
Wednesday, November 17, 2021	Wednesday, December 15, 2021

Repeat for 2022 with the appropriate dates.

This schedule will coincide with the construction season (March through November) and significant movement on major Capital Improvement Projects. It will also allow enough time to complete tasks for committee members and staff policy change deliverables.