

**M/W/EBE Development Committee  
Wednesday, November 17, 2021  
Lorraine H. Morton Civic Center  
Virtual Meeting 5:00 PM**

**AGENDA**

Page

**1. CALL TO ORDER/DECLARATION OF A QUORUM**

As the result of an executive order issued by Governor J.B. Pritzker suspending in-person attendance requirements for public meetings, the M/W/EBE 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 to by participant video going as comment public a [meet.google.com/nrp-uyqq-gbj](https://meet.google.com/nrp-uyqq-gbj) or by telephone by dialing + 1-617-675-4444 PIN: 617 481 207 1171#

**2. APPROVAL OF MINUTES**

A. [mwebe-minutes-20210915 final](#)

3 - 6

**3. GUEST INTRODUCTIONS**

**4. OLD BUSINESS**

**5. STAFF REPORTS**

- A. [MWEBE LEP September 2021 report final](#) 7 - 11

## 6. NEW BUSINESS

- A. [mwebe 2022 Memo Meeting Schedule](#) 12

## 7. OTHER BUSINESS

- A. Follow up on 20k and under spend report  
B. Rebuilding Warehouse request  
C. Status of LEP Program  
D. Northwestern Business Incubator

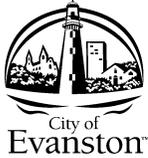
## 8. ADJOURNMENT

**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](http://www.cityofevanston.org/mwebecommittee). Questions can be directed to Hitesh Desai at 847-448-8082 or Tammi Nunez at 847-448-8107.**

**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 (TTY)**

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

Wednesday, September 15, 2021  
5:00 P.M.  
Meeting Minutes

**MEMBERS PRESENT:** Councilmember Bobby Burns, Kemone Hendrick, Michael McLean, Nasutsa Mabwa, Bonaventure Fandohan and Councilmember Peter Braithwaite (joined the meeting after quorum established)

**MEMBERS ABSENT:** Councilmember Devon Reid, Jesus Vega, Angela W. Pennisi and Jared Davis

**STAFF PRESENT:** Acting Deputy City Manager David Stoneback, Business Workforce Development Coordinator Sharon Johnson, and Corporation Counsel Nicholas Cummings

**OTHERS PRESENT:** Jack Scapin, Mark Valenti, Aina Gutierrez, Mel Sanchez, Anne Nicklin, Michelle Kantor

**PRESIDING MEMBER:** Councilmember Bobby Burns

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**1. DECLARATION OF A QUORUM**

Councilmember Burns leads the meeting but a record time of the call to order is unavailable.

**2. APPROVAL OF MINUTES**

Councilmember Burns motioned to approve the Minutes as presented from July 21, 2021, seconded by Bonaventure Fandohan. Motion passed unanimously 6-0 (roll call taken).

**3. GUEST INTRODUCTIONS**

**A. 1815 Ridge Project Update**

Michael McLean disclosed that the 1815 Ridge Project is a Condor Partners development and that it is his development. He is present in support of Condor Partners as well as a committee member.

Jack Scapin of Condor Partners stated that they were able to construct a nine-story senior living building at 1815 Ridge in the midst of the COVID-19 pandemic. Condor was able to provide 13 Evanston residents with opportunities to work on the project. 10 residents were able to take advantage of these opportunities. Condor was successfully in getting Evanston residents on the job as early as May 2020 through July 2021. In addition \$1.5 million was able to be spent locally with Ozinga and Evanston Lumber. Mark Valenti of Valenti Brothers offered a thank you to everyone involved with this project and promised a continued effort to employ Evanston residents on future projects. Councilmember Braithwaite posed the question of how the hiring process has been going in terms of the positions filled including a ballpark percentage of Evanston residents. M. McLean stated fifty people will be employed at this facility. There are currently fifteen employed and of those fifteen, 45% are Evanston residents. Councilmember Braithwaite asked to receive the list of open positions to be shared with the committee to ensure this will be shared with their constituents. M. McLean will share the link at a later time. Councilmember Burns inquired about what this project specifically is and what it provides the Evanston community. M. McLean explained that the building is a nine-story LEED silver certified 163 unit assisted living facility located at 1815 Ridge. It is a building designed to feed 600-800 meals a day and provide nursing supervision. The building should be open to the public for occupancy in early October 2021. Councilmember Burns asked if Evanston's affordable housing policy applies to this project. M. McLean stated that the affordable housing policy did not apply to the project; however Condor is making a \$400,000 contribution to the affordable housing fund. They have also reserved two on-site units for affordable housing at 80% AMI not including services and food. Councilmember Braithwaite pointed out that Condor Partners has made several contributions to Evanston by making improvements around the church adjacent to the project and offering apprenticeships to Evanston residents as part of their public benefits. Councilmember Burns offered his gratitude to Condor Partners and Valenti Brothers for leading the mission on local hiring and their contribution to the Affordable Housing Fund.

**B. Evanston Rehab Warehouse Workforce ARPA Funds**

Aina Gutierrez, Executive Director at Evanston Rehab Warehouse (ERW), introduced herself and her colleagues Mel Sanchez, Development Director and Anne Nicklin, Director of Workforce Training and Deconstruction Services.

A. Gutierrez shared a presentation about the ERW workforce training program that provides paid work-based learning, industry certifications, and give low income community members the opportunity to learn new skills with an emphasize on providing this program to Evanston residents. K. Hendrick asked if a survey was done that concluded that black and brown people want these

positions, how much on average can a person make after concluding the training program, and are the positions listed in the presentation already filled and would ERW be willing to fill them with their graduates? A. Gutierrez stated that a survey was not done. A. Nicklin said a person finishing the training program will make \$16-\$16.50 per hour on average, with some making as high as \$19 per hour. A. Gutierrez stated that a few of the positions has been filled, but have filled other positions with graduates and are always looking to do so. B. Fandohan inquired as to what platform is being used to select or hire people into the program, specifically in regards to black and brown people. A. Nicklin said that an online Google application form is available on their website and they have received support from the City of Evanston with community engagement.

#### **4. OLD BUSINESS**

##### **A. IL Lead Service Line Replacement & Notification Act**

Sharon Johnson explained that the replacement program requires municipalities to replace all service lead lines. S. Johnson stated the City is working with ERW to get plumbers and pipefitters trained and in place for the upcoming years of the replacement program. Councilmember Burns inquired about the cost of the program. D. Stoneback stated that the cost in 2021 will be \$168 million and over thirty-three years at a 2 % rate increase it will be \$224 million. Councilmember Burns asked staff to look into the opportunity to guarantee Evanston residents work on the replacement program for the next thirty-three years. M. McLean and K. Hendrick agrees that this idea needs to be explored outside of the union, with the intent of setting residents up for future success after the replacement program is complete. D. Stoneback said he will draft a memo to attempt to achieve this request.

#### **5. STAFF REPORTS**

##### **A. M/W/EBE and LEP Tracking Report**

S. Johnson provided an overview of the MWEBE goal compliant report. As of August there is participation of forty percent with over \$4 million in minority subcontractors, contracting out over \$10.8 million. Contracts waived due to preclusion of subcontracting opportunities at \$2.9 million. Work is still being done with Accounting Dept. to process journal entry to correct GL account (from ED GL account back to LEP penalty account); \$2,600 2019 Landmark Contractors violation will be processed by next meeting report in November.

#### **6. NEW BUSINESS**

##### **A. MWEBE Supplier Policy Discussion**

Nicholas Cummings opened up the discussion pertaining to a Supplier Diversity program and referencing the holes in the current MWEBE process. Council

Cummings recommends that the current MWEBE process needs to be reviewed and updated with the help of the committee as well as an outside source. Doing so would ensure that we are in compliance and being done legally. Michelle Kantor of McDonald Hopkins LLC stated that based on the conversation and her expertise that it appears that Evanston does have a Supplier Diversity program. M. Kantor also offered insight into the different certification agencies rules and regulations. Councilmember Braithwaite added to the conversation about self-certifying as a city and agrees that looking into reviewing our current procedure is needed. M. McLean added that he believes that this system needs to be examined from the top down and recognizes that the certification process is not easy and is sometimes unattainable for businesses. Councilmember Burns clarified that Council Cummings will have outside sources meet with City staff to perform a review and make the appropriate changes if needed and keep the committee in the loop.

**7. OTHER BUSINESS**

**8. ADJOURNMENT**

Councilmember Burns motioned the meeting be adjourned.

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 Renov	\$248,614.37		Troop Contracting, Inc					
					4%	Salamanca & Meza LLC	X				\$10,000.00
					4%	Marketing Contracting Services	X				\$30,690.00
					12%	Devonry LLC			X		\$30,910.00
	<b>January Total</b>			\$248,614.37							\$71,600.00
	<b>Total to Date</b>			\$248,614.37	<b>29.0%</b>		<b>2</b>	<b>0</b>	<b>1</b>		<b>\$71,600.00</b>
ADM	4/26/2021	RFP 20-51	General Liability & Workers Compensation	\$102,500.00		Cannon Cochran Management Services, Inc.					
					10%	Risk Management Solutions	X				\$10,250.00
PWA	4/12/2021	Bid 21-07	Robert Crown Playground	\$404,044.00		Hacienda Landscaping (LEP Eligible)					
					100%		X				\$404,044.00
PWA	4/12/2021	RFP 20-01	Robert Crown HVAC	\$70,100.00		Anchor Mechanical Facilities Services					
					25%	Aberdeen Group, Inc	X				\$17,525.00
PWA	4/12/2021	Bid 21-10	2021 CIPP Sewer Rehab Contract A	\$173,684.00		Benchmark Construction					
					25%	Smith Maintenance	X				\$43,500.00
PWA	4/12/2021	Bid 21-06	McCulloch Park Renovations	\$890,636.00		Hacienda Landscaping (LEP Eligible)					
					100%		X				\$890,636.00

Dept.	Date	RFP/Bid	Project Title	Total Bid Amt	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	4/12/2021	RFP 20-55	Water Utility Continuity - Operation Plan	\$119,906.00		AECOM Technical Services Inc.					
					25%	Clarity Partners LLC	X				\$29,980.00
PWA	4/24/2021	Bid 21-12	MFT Street Resurfacing Project	\$1,083,777.00		J. A. Johnson (Not subject to LEP)					
					7%	Galaxy Underground Inc.		X			\$71,816.00
					.9%	Hawk Enterprise, Inc.		X			\$9,360.00
	<b>April Total</b>			\$2,844,647.00							\$1,477,111.00
	<b>Total to Date</b>			\$3,093,261.37	<b>50.0%</b>		<b>8</b>	<b>2</b>	<b>1</b>		<b>\$1,548,711.00</b>
PWA	5/24/2021	RFP 21-09	ADA Transition Plan	\$154,850.00		Altura Solutions, LLC					
					10.5%	Avid Consulting, Inc	X				\$16,256.00
					6.2%	McGuire Igleski Assoc			X		\$9,580.00
					9.6%	All Together, LLC		X			\$14,835.00
PWA	5/24/2021	Bid 21-13	50/50 Sidewalk Plan	\$309,860.00		Sumit Construction (LEP Eligible depending on resident participation)					
					100%	Sumit Construction	X				\$309,860.00
PWA	5/24/2021	Bid 21-22	2021 CIPP Sewer Rehab Contract B	\$332,221.00		Granite Inliner (LEP Eligible)					
					10%	Construction Management		X			\$33,037.00
PWA	5/24/2021	Bid 21-08	2021 Water Main Improvements and Str Resurfacing Proj	\$4,056,188.00		Bolder Contractors (Not subject to LEP due to IL Rebuild Funds)					
					4%	Ozinga Concrete			X		\$160,000.00
					13%	RA Seaton Contractor		X			\$525,000.00
					8%	Sonican Trucking	X				\$350,000.00
PWA	5/24/2021	Bid 21-14	Main Street Water Main Improvements Project	\$1,589,744.00		Pan Oceanic Engineering Co (LEP Eligible)					

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2021 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
					65%	Pan Oceanic Engineering Co	X				\$1,046,140.00
	<b>May Total</b>			\$6,442,863.00							\$2,464,708.00
	<b>Total to Date</b>			\$9,536,124.37	<b>42%</b>		12	5	2		<b>\$4,013,419.00</b>
PWA	6/28/2021	No Bid #	Living Quarters Renovations at Fire Station #4	\$104,975.00		Central Rug and Carpet					
					8.5%	Central Rug and Carpet			X		\$8,900.00
PWA	6/28/2021	RFP 21-02	SCADA System Upgrade	\$314,760.00		Concentric Integration (Not subject to LEP)					
						Electro-Kinetics, Inc		X			\$123,600.00
	<b>June Total</b>			\$419,735.00							\$132,500.00
	<b>Total to Date</b>			\$9,955,859.37	<b>41.6%</b>		12	6	2		<b>\$4,145,919.00</b>
PWA	7/26/2021	Bid 21-18	2021 Parking Lot Improvement Project	\$196,071.46		J.A. Johnson Paving Company					
					37%	Sincere Landscaping	X				\$73,167.00
	<b>July Total</b>			\$196,071.46							\$73,167.00
	<b>Total to Date</b>			\$10,151,930.83			13	6	2		<b>\$4,219,086.00</b>
PWA	8/9/2021	Bid 21-16	2021 Alley Improvement Project	\$699,851.60		Capital Cement Company (LEP Eligible)					
					12%	Ozinga Ready Mix Concrete			X		\$82,889.00
					6%	L&B Trucking Inc		X			\$40,000.00
					1%	ALF Cartase Inc		X			\$9,407.87
					2%	Petromex Inc	X				\$10,800.00
					4%	CR Schmidt Inc		X			\$25,155.00
					1%	Smith Maintenance	X				\$6,900.00
	<b>August Total</b>			\$699,851.60							\$175,151.87
	<b>Total to Date</b>			\$10,851,782.43	<b>40.0%</b>		15	9	3		<b>\$4,394,237.87</b>

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
PWA	4/12/2021	Bid 21-11	\$97,240.00	2021 Citywide Tree Removal Program	Landscape Concepts Mgmt (Grayslake, IL)	Precludes Subcontracting Opportunities
PWA	6/28/2021	RFP 21-02	\$100,000.00	SCADA System Upgrade On-Demand Support Services	Concentric Integration (Crystal Lake, IL)	Precludes Subcontracting Opportunities
PWA	7/12/2021	Bid 21-25	\$700,000.00	2021 CIPP Sewer Rehab Contract C	Insituform Technologies (Chesterfield, OH)	Precludes Subcontracting Opportunities
PWA	7/26/2021	No Bid #	\$39,087.00	Citywide Roof Assessment of Various City Facilities	Garland/DBS (Cleveland, OH)	Precludes Subcontracting Opportunities
PWA	8/9/2021	No Bid #	\$291,953.00	Roof Replacement & Repairs - COE Facilities	Garland/DBS (Cleveland, OH)	Precludes Subcontracting Opportunities
PWA	8/9/2021	Bid 21-21	\$47,229.00	2021 Structure Lining Project	Structured Solutions LLC (Winchester, IN)	Precludes Subcontracting Opportunities
		<b>Year to Date</b>	<b>\$2,097,178.00</b>			

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2021 M/W/EBE Goal Compliance & Waiver Report

LEP Penalty Fund as of 08.31.2021\*

**No report attached – no change in dollar amount for the balance**

LEP

Acct.

Notes:

- Total of three invoices since Jan 2021 for Evanston Rebuilding Warehouse (ERW) in Jan, Feb and April
- ERW's invoices were **\$19,656.00**
- There was one LEP penalty collected for Central Rug and Carpet in the amount of **\$4,026.00**
- **Previous LEP Balance reported by Accounting was \$73,352.00 / Current Balance is \$57,722.59.**

\*Currently working with the Accounting Mgr on an issue that hit LEP fund from the Econ Dev Business Grant account. Technically this balance stands from the May 19<sup>th</sup> meeting. Estimated \$46K needs to be replaced to the account.



# Memorandum

To: Members of the M/W/EBE Development Committee  
From: Tammi Nunez, Purchasing Manager  
Subject: Approval of the 2022 Meeting Schedule  
Date: November 17, 2021

Recommended Action:

Staff recommends approval of the M/W/EBE Development Committee proposed 2022 meeting schedule.

Summary:

The M/W/EBE Development Committee meeting is held virtual every other month on the third Wednesday via video conference platform due to COVID Pandemic. The meeting start time is 5:00 p.m. During 2020 the committee voted to revise the number of meetings from twelve to the current six (bi-monthly) meetings.

<b>2022 MWEBE Committee Meeting Schedule</b>
<b>Committee Meeting Dates</b>
Wednesday, January 19, 2022
Wednesday, March 16, 2022
Wednesday, May 18, 2022
Wednesday, July 20, 2022
Wednesday, September 21, 2022
Wednesday, November 16, 2022
Months No Meeting Scheduled: February, April, June, August, October, and December