



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

**Wednesday, October 18, 2023 6:00 P.M.**

**Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Room 2402**

**AGENDA**

	Page
<b>1. CALL TO ORDER/DECLARATION OF A QUORUM</b>	
<b>2. APPROVAL OF MINUTES</b>	
A. <b><u>Approval of the May 17, 2023 Minutes</u></b> <a href="#">MWEBE MINS 05-17-23.docx</a>	3 - 5
B. <b><u>June 21, 2023 (No Quorum)</u></b> <a href="#">MWDEBE MINS 06-21-23 No quorum</a>	6 - 8
C. <b><u>July 19, 2023 (No Quorum)</u></b> <a href="#">MWDEBE MINS 07-19-23 No quorum</a>	9 - 10
<b>3. GUEST INTRODUCTIONS</b>	
<b>4. STAFF REPORTS</b>	
A. <b><u>M/W/D/EBE Tracking Report</u></b> <a href="#">2023 MWDEBE Waiver Tracking Sheet</a>	11 - 14

- B. **Waiver Review Update**
- C. **LEP Tracking Report**

**5. NEW BUSINESS**

**6. OTHER BUSINESS**

- A. **Economic Development M/W/D/EBE Self Declaration, Local Business Process, and Business Directory Update**
- B. **Anchor Procurement NLC Update**
- C. **M/W/D/EBE Committee Work Plan Updates** 15 - 16  
[2023.07.MWDEBE Workplan Grid2](#)

**7. ADJOURNMENT**

Order & Agenda Items are subject to change. Information about the Minority, Women & Evanston Business Enterprise Development Committee (M/W/D/EBE) is available at: [www.cityofevanston.org/mwebecommittee](http://www.cityofevanston.org/mwebecommittee). Questions can be directed to Tammi Nunez at 847-866-2935.

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

Wednesday, May 17, 2023  
6:00 P.M.  
Meeting Minutes

**MEMBERS PRESENT:** Councilmember Bobby Burns, Councilmember Kristian Harris, Councilmember Devon Reid, Angela Pennisi, Ernest Noy, Rachel Williams, Michael McLean

**MEMBERS ABSENT:** Jared Davis, Bonaventure Fandohan, Kemone Hendricks

**STAFF PRESENT:** Treasurer; Tammi Nunez, Purchasing Manager; John Gonzalez, Purchasing Specialist; Nathan Norman, Workforce Development Manager; Stephanie Mendoza, City Clerk; Paul Zalmezak, Economic Development Manager

**GUEST:** Peter Braithwaite, Northwestern University; Travis Centers, RiseKit; Wissam Akra, Tough Leaf

**PRESIDING MEMBER:** Councilmember Bobby Burns

**1. Declaration of a Quorum**

With a quorum present, Councilmember (CM) Burns called the meeting to order.

**2. Approval of Minutes**

Councilmember Harris motioned to approve the April 19, 2023, minutes. Seconded by E. Noy. All voted in favor of approving minutes unanimously.

**3. Guest Introduction**

**A. Wissam Akra (Tough Leaf)**

Third party business that matches contractors with minority businesses. Allows general contractors to find qualified minority, woman and disadvantaged subcontractors in order to meet M/W/DBE compliance goals.

**B. RiseKit Platform Representative**

Provides a community partnership management platform for job seekers, community organizations, employers/recruiters, and government agencies.

**4. Staff Reports**

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

Councilmember Reid motioned to hold reporting for the next meeting on June 21, 2023. Seconded by councilmember Harris. All voted in favor unanimously.

**5. New Business**

**A. Tough Leaf – Presentation**

Wissam Akra, CEO and Co-Founder of Tough Leaf presented. His services allow Contractors/Developers to find and hire firms that are M/W/DBE to meet compliance goals. Tough Leaf provides a list of vetted diverse firms that are qualified and are ready to bid on projects. Diverse firms get access to opportunities based on their qualifications. They also get access to capacity building services such as: Insurance, Bonding, Financing, Benefits, Staffing and more. Data is updated weekly by aggregating data from agencies such as Department of Labor and Dun & Bradstreet. Services are free for Cities to use if all city projects use their services. In addition to construction/ development projects, other projects covered include engineering services, supply requisitions, facility services and many others.

**B. RiseKit Platform – Presentation**

Travis Centers, Vice President, Community Development presented. His organization is currently working with Nathan Norman who is the Workforce Development Managers for the City of Evanston. RiseKit allows job seekers from underserved communities to find and stay on a fulfilling career pathway by connecting community organizations and employers. Riskkit and the City of Evanston have a scheduled launch for the third week of June.

**6. Old Business**

**A. M/W/D/EBE Certification for Local business, Certification Process - Discussion**

Peter Braithwaite from Northwestern University discussed the idea of the City of Evanston allowing local businesses to Self-Declare as a Woman, Minority or Disadvantaged Business Enterprise with government identification and without having to provide actual certification for City lead projects. Self-Declaring will allow for a smoother process and better tracking. The database would be accessible to the public including residents seeking services from specific business groups. A. Pennisi suggested having a disclaimer for using any of the data.

**B. Anchor Procurement NLC Update**

The memorandum of understanding has been signed. NLC should be issuing the grant funds by the week of May 22<sup>nd</sup> or 29<sup>th</sup>, which have been delayed due to staffing issues on their end. The next cohort call is scheduled for July 26<sup>th</sup>, 2023.

**C. MWEBE Committee Work Plan Updates**

**Goal #1: Position Evanston's MWEBE Committee as a leader in MWEBE advocacy in Evanston.**

Committee A. Pennisi has reached out to other municipalities for info and is still waiting to hear back. Group No. 1 will work with Peter Braithwaite and Clerk Mendoza regarding the Self-Declaring of businesses as the data will be useful and in line with their goal. Group No. 1 will also like to request a survey from the local community businesses at the June 13<sup>th</sup>, MWDEBE Contracting Fair.

**Goal #2: Increase local firms that provide goods and services the city needs.**

Group No. 2 will also work/ further discuss the MWDEBE Self-Declare database process with Peter Braithwaite and Clerk Stephanie Mendoza. Group No. 2 is looking for feedback through a survey at the June 13<sup>th</sup>, MWDEBE Contracting Fair. Group No. 2 will also review the model presented by Tough Leaf for their project.

**Goal #3: Increase local contractors that work as general contractors and subcontractors on major projects in Evanston.**

Group No. 3 is experiencing difficulties with access to good data, other groups will share. Group No. 3 suggests that Risekit have a table at the June 13<sup>th</sup>, MWDEBE Contracting Fair.

**7. Other Business**

**8. Adjournment**

Councilmember Burns motioned the meeting be adjourned, motion carried unanimously. Meeting ended at 8:24 P.M.

No Quorum Present

**MINORITY, WOMEN, DISADVANTAGED & EVANSTON BUSINESS ENTERPRISE  
(M/W/D/EBE)  
DEVELOPMENT COMMITTEE**  
Wednesday, June 21, 2023  
6:00 P.M.  
Meeting Minutes

**MEMBERS PRESENT:** Councilmember Bobby Burns, Councilmember Kristian Harris, Angela Pennisi, Ernest Noy, Rachel Williams

**MEMBERS ABSENT:** Jared Davis, Bonaventure Fandohan, Kemone Hendricks, Councilmember Devon Reid, Michael McLean

**STAFF PRESENT:** Tammi Nunez, Purchasing Manager; John Gonzalez, Purchasing Specialist; Nathan Norman, Workforce Development Manager; Genaro Hernandez, Career Development Coordinator; Jessica Cooper, Workforce Development Coordinator

**GUEST:** Brandon Gumm, Qwally, Inc., Julianna Zitron, Evanston RoundTable

**PRESIDING MEMBER:** Councilmember Bobby Burns

**1. Declaration of a Quorum**

No quorum was present.

**2. Approval of Minutes**

No approval due to no quorum present.

**3. Guest Introduction**

**A. Brandon Gumm (Qwally)**

Third party developer of business engagement software for local governments and support organizations.

**4. Staff Reports**

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

**LEP Projects:**

BID 23-26 2023 Water Main Improvements and Street Resurfacing Project – LEP compliant with one Evanston resident employee with Bolder Contractors, Inc.

BID 22-70 Evanston Animal Shelter – LEP Eligible. An Evanston resident reported to be involved on the project and vendor will be in compliance at start of construction.

Evanston Municipal Storage Facility Phase 1 – LEP Eligible – Not in compliance. Workforce Development Manager has reached out to provide resources.

**MWDEBE Projects Awarded 5/8/2023:**

No Quorum Present

Bid 23-26 2023 Water Main Improvements and Street Resurfacing Project, \$6,551,795.40. Awarded to Bolder Contractors, Inc. MWDEBE Subcontractors: Chicago Cut Concrete Cutting (WBE), 0.20% towards goal; Flader Plumbing (EBE) 1.70% towards goal; JG Demo (DBE) 10.20% towards goal; Precision Pavement (MBE) 1.10% towards goal; Smith Maintenance (MBE) 1.00% towards goal; Sonican Trucking (MBE) 3.10% towards goal.

Bid 23-16 2023 MFT Street Resurfacing Project \$1,214,412.00. Awarded to J.A. Johnson Paving Co. MWDEBE Subcontractor: Galaxy Underground, Inc. (WBE) 11.44% towards goal.

RFP 23-19 Independent Ryan Field Rebuild Economic Impact Study Consulting Services, \$78,500.00. Awarded to C.H. Johnson Consulting, Inc. MWDEBE Subcontractor: Desman Inc (MBE) 22% towards goal.

**MWDEBE Awarded 6/12/2023:**

Engineering Services for the Central Street/Central Park Avenue Traffic Signal Modernization Project, \$88,200.00. Awarded to Christopher B. Burke Engineering, Ltd. Vendor is EBE.

2023 Capital Improvements Projects Construction Engineering, \$107,624.00. Awarded to TERRA Engineering, Ltd. Vendor is WBE.

Engineering Services for Leon Place Reconstruction Project (Simpson Street to Ridge Avenue) \$138,364.00. Awarded to Christopher B. Burke Engineering, Ltd. Vendor is EBE.

LEP Penalty Fund as of 6/21/2023: \$77,596.75

**5. New Business**

**A. Qwally – Presentation**

Qwally works with local governments to build a more inclusive digital landscape through online small business, procurement, and supplier diversity programs. The Qwally platform offers self-serve tools to help small businesses connect with city programs and navigate complex processes. Cities use Qwally to centralize key information for small businesses and coordinate the support for entrepreneurs among the ecosystem partners in their communities. Qwally helps on-board businesses, guide vendors through administrative processes, and connect entrepreneurs with support organizations.

**6. Old Business**

**A. M/W/D/EBE Certification for Local business, Certification Process - No Discussion**

**B. Anchor Procurement NLC Update**

Funding received. Some funds were used for the June 13<sup>th</sup>, 2023, Minority, Local, Disadvantaged, and Women-Owned Business Contracting Fair with approximately \$4,000 utilized to cover expenses. The remaining balance must be used by August 31,

No Quorum Present

2023 unless an extension is requested. The remaining funds will be used to cover additional events or a website.

**C. MWEBE Committee Work Plan Updates**

- Groups will begin to work on their plans during the meeting which may be held offsite.
- The Directory/Self-declaration of uncertified M/W/D/EBE firms will be discussed in a following separate meeting.
- Additional details regarding work plans will be discussed during the next M/W/D/EBE meeting on July 19, 2023.

**7. Other Business**

**8. Adjournment**

Councilmember Burns ended the meeting at 7:37 P.M.

No Quorum Present

**MINORITY, WOMEN, DISADVANTAGED & EVANSTON BUSINESS ENTERPRISE  
(M/W/D/EBE)  
DEVELOPMENT COMMITTEE  
Wednesday, July 19, 2023  
6:00 P.M.  
Meeting Minutes**

**MEMBERS PRESENT:** Councilmember Bobby Burns, Councilmember Kristian Harris, Angela Pennisi, Ernest Noy, Rachel Williams, Kemone Hendricks, Jared Davis, Bonaventure Fandohan

**MEMBERS ABSENT:** Councilmember Devon Reid, Michael McLean

**STAFF PRESENT:** Tammi Nunez, Purchasing Manager; John Gonzalez, Purchasing Specialist; Nathan Norman, Workforce Development Manager; Genaro Hernandez, Career Development Coordinator

**GUEST:** Chicagoland Prison Outreach - Corey Buchanan, Executive Director; Glenn Spoolstra, Director of Advancement; Latricia Booker, Vocational Director;

**PRESIDING MEMBER:** Councilmember Bobby Burns

**1. Declaration of a Quorum**

No quorum was present.

**2. Approval of Minutes**

No approval due to no quorum present.

**3. Guest Introduction**

**A. Chicagoland Prison Outreach Ministry (CPOM)**

Chicagoland Prison Ministry is a faith-based organization that ministers to men and women in the Cook County Jail, Cook County Sheriff's Boot Camp, various state prisons and at their Career Center in Roseland.

**4. New Business**

**A. CPOM – Presentation**

CPOM offers current and former inmates and their families individual counseling, vocational training, and job preparation. CPO's primary in-prison ministries are the Discipleship Program and the Life Learning Program, both of which are designed to forge meaningful connections with inmates that can continue after their release. For released former inmate, CPO is available and involved by providing aftercare ministries that connect them with local churches and help with crucial life skills and vocational trades. The post-prison ministries include mentoring and accountability, career guidance, vocational training and more.

**B. LEP Waiver Request for BID 23-36 Desiccant Dehumidification System**

Waiver request due to low labor costs with the larger portion of the cost being for the equipment. Equipment costs is approximately \$240,000 of the \$284,786 bid total. There are a limited number of days for trades to complete the work.

**5. Staff Reports**

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

**M/W/D/EBE Projects Awarded 6/26/2023:**

Bid 23-27 2023 Alley Improvements, \$1,317,934.00 Awarded to Capitol Cement Co., Inc. MWDEBE Subcontractors: Ozinga Ready Mix, 13.60% EBE; Smith Maintenance 0.50% (MBE); L&B Trucking X \$82,605.85 6.30% (MBE); ALF Cartage Inc 1.90% (WBE); Petromex, Inc 1.40% (MBE); DMA Construction 1.40% (WBE).

RFQ 23-18 Engineering Services for Sidewalk Improvement Related to Safe Routes to School Grant, \$65,207.00. Awarded to TERRA Engineering, Ltd (WBE).

RFP 22-51 Consulting Services Related to the Ecology Center, \$248,532.12. Awarded to Studio AH, LLC dba HPZS (MBE). Subcontractors: CCJM Engineers Ltd. 42% (WBE)

RFP 23-32 New Comprehensive Plan and Zoning Code \$750,000.00. Awarded to HDR Architecture, Inc. Subcontractors: Morreale Communications, 20% (WBE), Multilingual Connections 5% (EBE).

**LEP Penalty Fund as of 7/19/2023: \$77,596.75**

**B. M/W/D/EBE Vendor Report**

Modify report to include MBE subcontractor's ethnicity details.

**6. Old Business**

**A. Anchor Procurement NLC Update**

Request to extend final date to utilize funds through December 31, 2023 submitted. Ongoing meetings with other organizations and webinars.

**B. MWEBE Committee Work Plan Updates**

A shared table is now available for group members to update status, next steps and timelines. Each goal is listed along with strategies and tactics.

**7. Other Business**

**A. Stadium Project Info Session: Meet & Greet with Turner/Walsh Construction Team – Flyer.**

Open House scheduled for July 28<sup>th</sup>, 2023 at the Wilson Club at Welsh Ryan Arena. Events include an opportunity to meet the Turner/Walsh Team and hear about the process to get connected to opportunities or resources which may be available.

**8. Adjournment**

Councilmember Burns ended the meeting at 7:53 P.M.

2023 MW/DBE Goal Compliant												
Dept.	Date	RFP/Bid #	Project Title	Total Project Amount	% MW/DBE	Name of MW/DBE	M/BE	W/BE	E/BE	D/BE	Subcontract Amount	MBE Group
PWA	1/9/2023	Bid 22-67	Interior Renovations at Lovelace Park Field House	\$221,905.00		Bodala, LLC, DBA Central Rug and Carpet			X		\$185,905.00	Black or African American (C)
					83.8%	Central Rug and Carpet			X		\$185,905.00	
					16.2%	Glico Mechanical Contractors	X				\$36,000.00	Black or African American (C)
PWA	1/9/2023	RFP 22-60	Standpipe Water Quality Study	\$129,590.00		Stantec Consulting Services Inc.			X		\$26,610.00	
					20.5%	AAA Engineering			X		\$26,610.00	
PWA	1/9/2023	RFP 22-65	Study and Designation of Howard Street Special Service Area (SSA)	\$37,120.00		Teska Associates, Inc.			X		\$32,045.00	
					86%	Teska Associates, Inc.			X		\$32,045.00	
					14%	Dynasty Group, Inc.	X				\$5,075.00	Asian (C)
PWA	1/23/2023	RFP 22-53	Material Testing Services	\$200,000.00		Interra, Inc.					\$65,000.00	Asian (C)
					25%	Interra, Inc. (Task Order 1)	X				\$65,000.00	Asian (C)
PWA	1/23/2023	No Proj #	Evanston Municipal Storage Facility Phase 1	\$717,550.00		G.A. Johnson & Sons (LEP Eligible)			X		\$717,550.00	
					100%	G.A. Johnson & Sons			X		\$717,550.00	
					82%		3	1	3	0	\$1,068,185.00	
											\$1,068,185.00	
CWO	2/13/2023	Bid 22-63	Request for Demolition or Deconstruction Services of the Emerson/Jackson Site	\$207,000.00		Wreckcon Specs. LLC					\$207,000.00	
					100%	Wreckcon Specs. LLC			X		\$207,000.00	
PWA	2/13/2023	No Proj #	2023 Water Plant Roof Improvements	\$997,205.00		Garland/DBS Inc (LEP Eligible)			X		\$54,753.00	
					5.60%	Futurity 19, Inc.			X		\$54,753.00	
PWA	2/13/2023	RFP 22-42	Ladd Arboretum Canoe Launch	\$125,498.00		Christopher B. Burke Eng. Ltd.			X		\$87,928.00	
					70.06%	Christopher B. Burke Eng. Ltd.			X		\$87,928.00	
					20.25%	Teska Associates			X		\$25,420.00	
CWO	2/13/2023	RFP 22-59	Legacy Business Program Logo and Website Design	\$47,300.00		Glantz Design			X		\$47,300.00	
					100%	Glantz Design			X		\$47,300.00	
PWA	2/27/2023	RFP 23-04	Engineering Services Related to the Evanston Service Center North Fuel Island Replacement	\$212,946.00		Greeley and Hansen, LLC					\$51,000.00	Asian (C)
					23.90%	CCIM Engineers, Ltd.	X				\$51,000.00	Asian (C)
					3.40%	O'Brien & Associates, Inc.			X		\$7,275.00	
					54.00%		4	3	7	0	\$480,676.00	
											\$1,548,861.00	
PWA	3/13/2023	Bid 23-03	Evanston Skate Park at Twigg's Park	\$1,757,266.00		Hacienda Landscaping, Inc (LEP Eligible)			X		\$921,296.00	Hispanic or Latino (C)
					52%	Hacienda Landscaping, Inc	X				\$921,296.00	Hispanic or Latino (C)
PWA	3/27/2023	Bid 23-14	Green Bay Road Water Main Improvements	\$1,269,508.95		Pan Oceanic Engineering Co. (LEP Eligible)			X		\$1,091,178.87	Asian (C)
					85.95%	Pan Oceanic Engineering Co., Inc.	X				\$1,091,178.87	Asian (C)
					0.70%	J.A.C.K. Contractor Services, Inc.			X		\$8,935.00	
					1.20%	City Lights, Ltd.			X		\$15,275.00	
PWA	3/27/2023	No Proj #	2023 Facility Envelope Repairs, Contract 1	\$389,727.00		Garland/DBS Inc. (LEP Eligible)			X		\$328,057.00	Hispanic or Latino (C)
					84%	KG Roofing, Inc.	X				\$328,057.00	Hispanic or Latino (C)

2023 MW/DBE Goal Compliant												
Dept.	Date	RFP/Bid #	Project Title	Total Project Amount	% MW/DBE	Name of MW/DBE	M/BE	W/BE	E/BE	D/BE	Subcontract Amount	MBE Group
ED	3/27/2023	RFP 23-13	2023 Great Merchant Grant Planters and Landscape Maintenance	\$77,368.00	100%	Herrera Landscape & Snow Removal, Inc.			X		\$77,368.00	
			<b>March Total</b>	<b>\$3,493,869.95</b>							<b>\$2,442,009.87</b>	
			<b>Total to Date</b>	<b>\$6,389,983.95</b>	<b>62.00%</b>		<b>7</b>	<b>5</b>	<b>8</b>	<b>0</b>	<b>\$3,990,870.87</b>	
PWA	4/10/2023	Bid 23-09	Oakton Street Corridor Improvement Project	\$4,156,960.10	31.3%	Landmark Contractors, Inc. (LEP Eligible)				X	\$1,300,679.90	
				\$45,500.00		Futurity 19						
PWA	4/24/2023	Bid 23-22	Robert Crown Community Center Gymnasium Acoustic Panel Installation Project	\$4,202,460.10	100.00%	Futurity 19		X			\$45,500.00	
			<b>April Total</b>	<b>\$10,592,444.05</b>	<b>50.00%</b>		<b>7</b>	<b>6</b>	<b>8</b>	<b>1</b>	<b>\$5,337,050.77</b>	
PWA	5/8/2023	Bid 23-26	2023 Water Main Improvements and Street Resurfacing Project	\$6,551,795.40	0.20%	Chicago Cut Concrete Cutting		X			\$16,000.00	
					1.70%	Flader Plumbing			X		\$110,000.00	
					10.20%	JG Demo				X	\$670,000.00	
					1.10%	Precision Pavement		X			\$73,075.00	Hispanic or Latino (C)
					1.00%	Smith Maintenance		X			\$40,000.00	Black or African American (C)
					3.10%	Sonican Trucking		X			\$200,000.00	Hispanic or Latino (C)
PWA	5/8/2023	Bid 23-16	2023 MFT Street Resurfacing Project	\$1,214,412.00	11.44%	Galaxy Underground, Inc.		X			\$138,870.00	
			Independent Ryan Field Rebuild Economic Impact Study Consulting Services	\$78,500.00	22%	Desman Inc.		X			\$17,500.00	Asian (C)
ED	5/8/2023	RFP 23-19		\$7,844,707.40		C.H. Johnson Consulting, Inc.					\$1,265,445.00	
			<b>May Total</b>	<b>\$18,437,151.45</b>	<b>35.00%</b>		<b>11</b>	<b>8</b>	<b>9</b>	<b>2</b>	<b>\$6,602,495.77</b>	
PWA	6/12/2023	No Proj #	Engineering Services for the Central Street/Central Park Avenue Traffic Signal	\$88,200.00	89.00%	Christopher B. Burke Engineering, Ltd			X		\$78,861.00	
PWA	6/12/2023	No Proj #	2023 Capital Improvements Projects Construction Engineering	\$107,624.00	100.00%	TERRA Engineering, Ltd.			X		\$107,624.00	
PWA	6/12/2023	No Proj #	Engineering Services for Leon Place Reconstruction Project (Simpson Street to Ridge Avenue)	\$138,364.00	93%	Christopher B. Burke Engineering, Ltd			X		\$128,364.00	
PWA	6/26/2023	Bid 23-27	2023 Alley Improvements	\$1,317,934.00	13.60%	Ozinga Ready Mix			X		\$179,750.32	Black or African American (C)
					0.50%	Smith Maintenance		X			\$6,079.79	Black or African American (C)
					6.30%	L&B Trucking		X			\$82,605.85	Hispanic or Latino (C)

2023 MW/DBE Goal Compliance Waiver Report - MW/DBE October 18, 2023 Meeting

2023 MW/DBE Goal Compliant												
Dept.	Date	RFP/Bid #	Project Title	Total Project Amount	% MW/DBE	Name of MW/DBE	M/BE	W/BE	E/BE	D/BE	Subcontract Amount	MBE Group
					1.90%	ALF Cartage Inc		X			\$24,709.06	
					1.40%	Petromex, Inc	X				\$17,842.86	Hispanic or Latino (C)
					1.40%	DIVA Construction		X			\$18,503.71	
PWA	6/26/2023	RFQ 23-18	Engineering Services for Sidewalk Improvement Related to Safe Routes to School Grant	\$65,207.00	100.00%	TERRA Engineering, Ltd.		X			\$65,207.00	
			<b>June Total</b>	<b>\$1,717,329.00</b>								
			<b>Total to Date</b>	<b>\$20,154,480.45</b>	<b>37.00%</b>		<b>14</b>	<b>12</b>	<b>12</b>	<b>2</b>	<b>\$709,547.59</b>	
PWA	7/10/2023	RFP 22-51	Consulting Services Related to the Ecology Center	\$246,532.12		Studio AH, LLC dba HPZS	X				\$135,000.00	
					54%	Studio AH, LLC dba HPZS		X			\$105,000.00	
					42%	CCIM Engineers Ltd.		X				
CD	7/10/2023	RFP 23-32	New Comprehensive Plan and Zoning Code	\$750,000.00		HDR Architecture, Inc. (Not subject to LEP)		X			\$150,000.00	
					20%	Morreale Communications		X				
					5%	Multilingual Connections		X			\$37,500.00	
PWA	7/24/2023	RFP 23-01	PFAS Treatment: Technique Study	\$1,572,410		CDM Smith, Inc., (Not subject to LEP)					\$85,800.00	
					5.50%	Sustainable Systems LLC		X				
					19.70%	Specialty Consulting, Inc		X			\$310,000.00	
PWA	7/24/2023	Bid 23-27	2023 Alley Improvements (Special Assessment)	\$676,377.00		Capitol Cement Co., Inc. (Not subject to LEP)					\$92,249.68	Black or African American (C)
					13.60%	Ozimga Ready Mix			X			
					0.50%	Smith Maintenance	X				\$3,120.21	Hispanic or Latino (C)
					6.30%	L&B Trucking	X				\$42,394.15	Hispanic or Latino (C)
					1.90%	ALF Cartage Inc		X			\$12,680.94	
					1.40%	Petromex, Inc	X				\$9,157.14	Hispanic or Latino (C)
					1.40%	DIVA Construction		X			\$9,496.29	
			<b>July Total</b>	<b>\$3,247,319.12</b>			<b>19</b>	<b>17</b>	<b>14</b>	<b>2</b>	<b>\$992,398.41</b>	
			<b>Total to Date</b>	<b>\$23,401,799.57</b>	<b>36.00%</b>						<b>\$8,304,441.77</b>	
PWA	8/28/2023	RFQ 23-18	Engineering Services for Transit Stop Improvements at CIA and Pace Routes	\$53,278.00	100.00%	Terra Engineering		X			\$53,278.00	
			<b>August Total</b>	<b>\$53,278.00</b>								
			<b>Total to Date</b>	<b>\$23,455,077.57</b>	<b>36.00%</b>		<b>19</b>	<b>18</b>	<b>14</b>	<b>2</b>	<b>\$8,357,719.77</b>	
PWA	9/26/2023	RFQ 23-18	2024 Alley Survey Services	\$32,880.00	100.00%	Christopher B. Burke Engineering, Ltd					\$32,880.00	
			<b>September Total</b>	<b>\$32,880.00</b>				X				
			<b>Total to Date</b>	<b>\$23,487,957.57</b>	<b>36.00%</b>		<b>19</b>	<b>18</b>	<b>15</b>	<b>2</b>	<b>\$8,390,599.77</b>	



MWDEBE Committee Work Plan	Status	Next Step	Timeline
<b>Goal 1: Position Evanston's MWDEBE Committee as a leader in MWDEBE advocacy in Evanston.</b>	<b>Working Group Members: Angela &amp; Jared &amp; Kemone</b>		
Strategy 1: In collaboration with community partners, develop and maintain a MWDEBE directory that is accessible to the public.			
Tactic 1: Prepare and distribute an email form to gather directory information for MWDEBE businesses	Economic Development staff is updating the business registration process to include this information; MWDEBE committee has provided input	Launch new business registration process	7/2023
Tactic 2: Aggregate available business registration information on MWDEBE businesses to create a directory		Await new business registration process	7/2023
Tactic 3: Seek input from and /or collaboration with the Black Business Consortium, Evanston Chamber of Commerce and other potential partners.	Will be able to proceed as businesses register in the new system		
Strategy 2: Identify and assess the needs of the MWDEBE community through a minimum of quarterly initiatives and outreach efforts.			
Tactic 1: Survey businesses that identify as MWDEBE through the business registration process		Finish survey and distribute to any businesses we currently have information for	
Tactic 2: Host in-person and virtual listening events, including ward meeting attendance	Initial survey questions being collected		
Strategy 3: Collaborate with the Economic Development Committee to facilitate discussion of their agenda items, allowing the MWDEBE Committee to provide an assessment of impact on the MWDEBE community.	Inaugural contracting fair held	Plan follow up events	
Strategy 4: Seek opportunities to collaborate with community partners to provide networking and supportive programming for the MWDEBE community.	MWDEBE liaison serving on Economic Development Committee	Active engagement with agenda and full MWDEBE committee input	
Tactic 1: Provide an MWDEBE Committee presence at existing and planned networking events.			
Strategy 5: Prepare an annual report to the Mayor and City Council, summarizing actual versus proposed MWEBE participation in city budget items and related cost factors, as well as the assessed needs of the MWDEBE community and supportive activities of the MWDEBE committee.			
<b>Goal 2: Increase local firms that provide goods and services the City needs</b>	<b>Working Group Members: Bonaventure &amp; Krissie &amp; Devon</b>		
Strategy 1: Create a Supplier Diversity Program at the City that may include designing a training program for the purpose of increasing the capacity of local firms to provide the goods and services the City needs.			
Strategy 2: Review and evaluate the City of Evanston's procurement and competitive bidding practices in order to maximize opportunities for MWDEBE businesses.			

MWDEBE Committee Work Plan	Status	Next Step	Timeline
Tactic 1: Include questions about procurement and the procurement process in surveys, focus groups and biannual town hall meetings assessing the needs of the City's MWDEBE community			
Tactic 2: Post procurement opportunities 10 days earlier to the MWDEBE community			
Tactic 3: Actively advertise opportunities and recruit MWDEBE contractors for participation in the procurement process, including open houses featuring different vendors			
Tactic 4: Create a self-assessment and hold Q&A sessions to help MWDEBE businesses prepare for participating in the City's procurement process			
Tactic 5: Partner with workforce development organizations to provide training for MWDEBE growth in Evanston			
Tactic 6: Specify percentage of work/bids to be awarded to MWDEBE through contracting and subcontracting processes			
Tactic 7: Breakdown municipal contracts into smaller sizes to increase accessibility for small businesses.			
<b>Goal 3: Increase the number of local contractors that work as general contractors and subcontractors on major projects in Evanston</b>	Working Group Members: Michael, Ernest & Rachel		
Strategy 1: Provide training, networking and business opportunities for MWDEBE businesses connecting them to major projects in Evanston, such as the NU stadium project			
Tactic 1: Launch a training center to create a pipeline for laborers into the trades, as well as supporting transition from tradespeople to business owners			
Tactic 2: Create a directory of active contractors			
Tactic 3: Re-evaluate hiring criteria to increase work opportunities			
Tactic 4: Incentivize real estate owners with a possible tax incentive to utilize local small businesses			
Strategy 4: Increase access to small business training resources			
Tactic 1: Consider the SBA 8A Mentor/Protégé program to support a regenerative business environment in which local business mentor small businesses to gain greater access to opportunities			
Tactic 2: Consider a permanent home for small business assistance program for Evanston businesses, aimed at clearing obstacles to growth and opportunities			
Tactic 3: Engage with the high school to educate the promote small business and entrepreneurship, including training in the 8A program requirements			