



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

Wednesday, December 20, 2023

6:00 P.M.

Meeting Minutes

MEMBERS PRESENT: Councilmember Bobby Burns, Angela Pennisi, Ernest Noy, Michael McLean, Jared Davis

MEMBERS ABSENT: Bonaventure Fandohan, Kemone Hendricks, Councilmember Devon Reid, Councilmember Kristian Harris, Rachel Williams

STAFF PRESENT: Tammi Nunez, Purchasing Manager; John Gonzalez, Purchasing Specialist; Nathan Norman, Workforce Development Manager; Jessica Cooper, Workforce Development Coordinator; Tasheik Kerr, Assistant to the City Manager; Lara Biggs, Capital Planning and Engineering Bureau Chief; Michael Dykes, Repairs Construction Administrator

GUEST:

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

Michael Dykes, Repairs Construction Administrator. Manages the home improvement projects for reparation recipients.

4. Staff Reports

A. M/W/D/EBE Tracking Report

MWDEBE Projects Awarded 10/23/2023

BID 23-36 Desiccant Dehumidification System, \$284,786.00. Awarded to Air Comfort, LLC. MWDEBE Subcontractors: Hillco Distributing Company Inc (WBE), 1.1% towards goal; RD'S HVAC Inc. (MBE), .5% towards goal.

RFQ 23-40 Lincoln St. Bridge Replacement Engineering Services, \$686,215.00. Awarded to Stanley Consultants, Inc. MWDEBE Subcontractors: Lin Engineering, LTD (MBE), 17.23% towards goal; Interra, Inc. (MBE), 10.76% towards goal; Muller & Muller (WBE), 7.57% towards goal; Teska Associates, Inc. (EBE), 5.68% towards goal.

B. Waiver Request Review

RFP 23-29 Computerized Maintenance Management System (CMMS) Procurement (Vertical Assets). Awarded to Novotx, LLC. Reason for Waiver: Project precludes subcontracting opportunities. Due to the technical nature of the project which includes proprietary technologies in which subcontractors are not authorized to perform and deliver. To minimize risk and ensure the best project outcome.

Lara Biggs, Capital Planning and Engineering Bureau Chief presented concerns regarding BID 23-49 Service Center North Fuel Island Replacement which received no bids. Project team follow up with qualified prospected firms relayed concerns regarding the LEP requirements hindering the firm's ability to submit bids as they would be unable to meet the requirements due to the unique work being performed. Lara Biggs, Capital Planning and Engineering Bureau Chief requested the committee's guidance regarding possible removal of LEP requirements for project being rebid in the future. Committee members concluded prospected firms should have submitted a waiver with Bid 23-49 as usual. After a lengthy discussion the Committee agreed (no quorum/ no vote) this is a critical project, and it precludes applying the city's MWDEBE subcontracting goal and LEP participation. The Committee acknowledged the replacement of the Service Center's north fuel island project work is highly technical and specialized work in nature and recognized the limited number of potential qualified vendors.

LEP Projects:

- Evanston Municipal Storage Facility – Contractor G.A. Johnson & Sons. Non-Compliant. \$7,175.50 Penalty Assessed.
- Roof Replacement & Repairs COE Facilities - Garland/DBS, INC. Non-Compliant. \$2,895.12 Penalty Assessed.
- HVAC Equipment Replacement at Treatment Plant – Contractor Thermosystems, Inc./Ortiz Contracting Group. Non-Compliant. \$6,128.87 Penalty Assessed.
- Annual Sewer Lining Project - Contractor Hoerr Construction. Non-Compliant. \$1,427.49 Penalty Assessed.

- LEP Penalty Fund as of December 15, 2023: \$92,328.61

- Committee requests for future LEP reports to include penalty collection dates and to specify resident job skills / trades being performed on projects.

5. New Business

A. Repairs Constructions Administrator & Construction Contractors Event Robert Crown

The event was held on December 11, 2023 and included 15-20 individual small contractors interested in providing services related to reparation recipients who elect to utilize their funds for home improvement repairs. Contractors were provided with details related to registering with the city, the bidding process, expectations and requirements. Mr. Dykes, the Repairs Construction Administrator, shared his intentions to work with

and support recipients in providing a home evaluation to help determine needed repairs, securing contractor bids for repairs and selecting a top qualified contractor.

B. 2024 Committee Meeting Calendar

Will be discussed during next month's meeting.

6. Old Business

A. Anchor Procurement NLC Update/ How to Spend Funds

Funds must be allocated by December 21, 2023. Selected placeholders for remaining funds include website development and outsource services for 2024 event planning.

B. M/W/D/EBE Development Committee Resolution 71-R-97 Discussion

Committee members to further review Resolution 71-R-97 to determine if the resolution captures its original or current purpose and provide recommended updates.

C. MWEBE Committee Work Plan Updates

No discussion.

7. Other Business

8. Adjournment

No quorum was present, and the meeting ended at 8:27 P.M.