



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

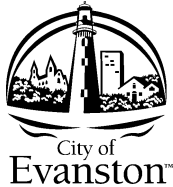
**Wednesday, July 18, 2018 6:30 P.M.
Lorraine H. Morton Civic Center, 2100 Ridge Avenue, Aldermanic Library**

AGENDA

- 1. CALL TO ORDER / DECLARATION OF QUORUM**
- 2. APPROVAL OF MEETING MINUTES of April 18, 2018**
- 3. Guest Introductions**
- 4. UNFINISHED BUSINESS**
 - a. Procurement 101 – Debriefing**
 - b. Under 20 Spend Update**
- 5. STAFF REPORTS**
 - a. M/W/EBE and LEP Tracking Report**
 - b. 2018 Capital Planning Projects & LEP Summary - Tentative Schedule**
 - c. Bulley & Andrews Vendor Fair Debriefing**
- 6. NEW BUSINESS**
 - a. Bids & Proposal Notification**
 - b. Local Spend - Amazon Policy**
- 7. ADJOURNMENT**
- 8. NEXT MEETING: Wednesday, August 15, 2018**

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.

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

Wednesday, April 18, 2018

6:30 P.M.

Lorraine H. Morton Civic Center, 2100 Ridge Ave, Room 2403 - Lagoon Conference Room

MEMBERS PRESENT: Ald. Braithwaite, Ald. Rue-Simmons, Joshua Gutstein, Yves Lassere, Jessica Oldani and Juneitha Shambee

MEMBERS ABSENT: Malik Kemokai, Bob Reece and Kenneth Rodgers

STAFF PRESENT: CFO/ City Treasurer Hitesh Desai, Purchasing Manager Tammi Nunez, Business Diversity Compliance Coordinator Sharon and Capital Planning & Engineering Bureau Chief Lara Biggs

OTHERS PRESENT: Commissioner Josina Morita, Linda Larkin, Joel Klahn, Nosa Ehimwenman, Calvin Lynn, John Threats, Jr. and Bennett Johnson

PRESIDING MEMBER: Ald. Braithwaite

Declaration of a Quorum

With a quorum present Ald. Braithwaite called the meeting to order at 6:35pm.

Approval of Minutes

Motion to approve the Minutes as presented from March 21, 2018 made by Y. Lassere and seconded by J. Oldani. **Vote called and taken. Motion passed unanimously.**

Guest Introduction:

Linda Larkin (reported Under 20 Spend);

Commissioner Josina Morita reported Metropolitan Water Reclamation District of Greater Chicago (MWRD) has a \$1.2 billion budget. The agency provides storm and sewer services for over 10 million people across Cook County. MWRD contracts professional engineering services, flood control, pavement rehabilitation, plumbing services and ect.); material supplies for seven wastewater treatment plants (Howard and McCormick); Diversity programs include MBE/WBE/SBE are designed to increase participation with businesses owned by minorities, women and small businesses. Commissioner Morita shared vendor and contact opportunities and how to find MWRD on their website with the Committee.

Joel Klahn, and Nosa Ehimwenman (see presentation handout)

Unfinished Business

Under 20 Spend Update: L. Larkin from Evanston Chamber of Commerce attended and gave a brief overview of the Chamber next steps approach recommendation with the Committee (identify 445 business address; sort data by departments; type of procurement method (sole source, three quotes, ect.).

a. Procurement 101 Update:

Staff reported workshop planning details and included communications to all Presenter's (which included their commitment to be available for the entire workshop), room setup, survey, agenda and Committee will serve as workshop time keepers. Suggestions were discuss to contact departments (if they connected with a business as result of Procurement 101); Ald. Rue-Simmons would forward names of potential contacts that could provide a success story during the workshop. Ald. Braithwaite asked the Committee to reach out to their professional contacts to share and inform them of the workshop.

STAFF REPORTS

a. MWEBE Tracking Report Update

Business Workforce Compliance Coordinator Johnson reviewed the MWEBE Tracking report with the committee, gave an overview of the report:

- Structures Construction Corporation, Howard Street Construction Theatre: they have an Evanston resident on as a Superintendent/Forman; State consider position as management not labor) not sure if hours will count. Ms. Johnson is checking with Legal Department.
- Monson Nicolas Inc., Service Center Parking Deck Restoration: they already have an Evanston resident on board, no payroll received as of yet; project schedule to go through June 9th, one Evanston resident, at 12.5% compliant they just started.

b. 2018 Capital Planning Projects – Ms. Biggs recapped Robert Crown project Contractor's Bulley & Andrews and Bowa presentation. Ms. Biggs discuss 2018 Capital Planning Projects & LEP Summary for April2018.

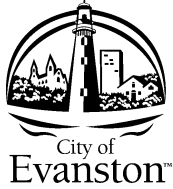
New Business

a. Bulley & Andrews - M/W/EBE and LEP Contracting Plan Presentation

Adjournment

Motion to adjourn made by J. Gutstein and seconded by Ald. R. Rue-Simmons. **Vote called and taken. Motion passed unanimously.** Meeting adjourned at 8:15 pm.

Respectfully Submitted,
Tammi Nunez, Purchasing Manager



Memorandum

To: M/W/EBE Committee

From: Ashley King, Finance and Budget Manager
Tammi Nunez, Purchasing Manager

Subject: Under \$20K Spending Report Update

Date: April 23, 2018

During the March 21, 2018 MWEBE Meeting, staff presented a plan for completing the goals of the under \$20K spend report (attachment 2). This timeline included a report identifying 100 non-local vendors to concentrate Evanston's efforts at conversion to local vendors. Since the May meeting was cancelled, this report has been updated.

Background: In the previous report, \$8,318,432 was identified as having the potential to be shifted to local spend. Staff has gone through this report and identified the following:

- \$364,813 of this total is actually local. For example, staff is shopping at the local Office Depot, but the billing comes through as their headquarters. The same is true for Sams Club, Ozinga, Christopher Burke, etc. A full list is identified in Attachment 1 as "local".
- An additional \$1,543,443 of the total is the result of bids. Although the individual payments may be under \$20K, these purchases are part of larger bids or RFPs that were approved by Council (i.e. Morton Salt, Duncan Parking, etc.)
- Utilities make up an additional \$644,789.
- Federal/State/Local agencies (IL Dept of Revenue, EPA, Village of Skokie, etc) make up an additional \$136,241.
- Excluding the aforementioned subsets, the remaining number of purchases is \$5,629,146.

Recommendation: Staff proposes starting the examination with 84 vendors, all highlighted in **RED** in the attached document. The total value of these vendors is \$4,075,065. These 84 vendors formed a natural break at having spends of over \$15,000 and make up over 70% of the "spend" originally listed as ripe for transition to local entities.

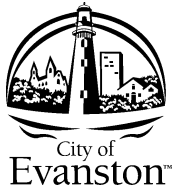
As mentioned in the original memo on the topic, one of the interns will begin the process of interviewing departments to better understand how they chose each of these vendors. From there, a systematic idea for diversion will be created. The committee's next update is scheduled for September 2018.

Attachment 1: List of Vendors

#	Vendor Name	2016 Amount	Evanston	Amount	Address	RFP or BID
1	BAKER & TAYLOR	423,587		423,587	Atlanta, GA 30384	No
2	MANSFIELD OIL COMPANY	352,356				
3	COMED	276,237				
4	VERIZON WIRELESS	206,117				
5	CHICAGO OFFICE TECHNOLOGY GROUP	201,594	No		Carol Stream, IL 60197	RFP 15-02
6	DUNCAN PARKING TECHNOLOGIES, INC.	185,382	No		Milwaukee, WI 53203	RFP 12-147
7	GUARDIAN	181,202				
8	STANDARD EQUIPMENT COMPANY	152,893		152,893	Bedford Park, IL 60499	No
9	CALL ONE	147,571		147,571	Cleveland, OH 44101	No
10	303 TAXI	125,700		125,700	Chicago, IL 60656	No
11	SUNGARD PUBLIC SECTOR, INC.	124,577				
12	GLOBAL EMERGENCY PRODUCTS, INC.	122,443		122,443	Aurora, IL 60505	RFP 15-30
13	SMITH MAINTENANCE COMPANY	119,489				
14	CDM SMITH, INC.	114,268		114,268	Chicago, IL 60693	RFP 14-02, 15-55
15	COOPERATIVE COMPUTER SERVICES	106,965		106,965	Lake Zurich, IL 60047	
16	DELL COMPUTER CORP.	104,390				
17	WENTWORTH TIRE SERVICE	103,635		103,635	Bensenville, IL 60106	Bid 16-41
18	ESI CONSULTANTS, LTD	99,264		99,264	Naperville, IL 60563	RFQ 13-12, RFP 15-48
19	MOTOROLA SOLUTIONS, INC.	96,164				
20	ANDRES MEDICAL BILLING	95,840		95,840	Arlington Heights, IL 60004	
21	MIDWEST TAPE	94,720		94,720		
22	NICOR	94,339				
23	MB EVANSTON SHERMAN, L.L.C.	91,684			Dallas, TX 75267	
24	PRESENCE BEHAVIORAL HEALTH	90,222	Evanston, IL		Local - Evanston, IL	
25	SAFE BUILT ILLINOIS	89,928		89,928	Loveland, CO 80538	
26	SILK SCREEN EXPRESS, INC.	89,836	No		Tinley Park, IL 60477	Bid 15-54
27	INFRASTRUCTURE ENGINEERING, INC	89,560		89,560	Chicago, IL 60603	
28	DUNBAR ARMORED	87,297		87,297	Baltimore, MD 21264	RFP 14-24
29	CARUS PHOSPHATES, INC.	85,480	No		Chicago, IL 60693	Bid 17-53
30	CHRISTOPHER B. BURKE ENGINEERING, LTD.	82,871	Evanston, IL		Local - Evanston, IL	
31	TOTAL BUILDING SERVICES	79,180		79,180	Elk Grove Village, IL 60007	RFP 16-72
32	MORTON SALT	77,334	No		Chicago, IL 60606	Bid 16-58
33	COOK COUNTY COLLECTOR	76,707				
34	E-TOWN TENNIS	73,608		73,608	Libertyville, IL 60048	
35	COMCAST CABLE	68,096				
36	HAMPTON, LENZINI AND RENWICK, INC.	65,411		65,411	Elgin, IL 60123	
37	OFFICE DEPOT	64,163	Local - Evanston, IL		Local - Evanston, IL	
38	GSG MATERIAL TESTING	63,945		63,945	Chicago, IL 60612	RFP 14-28
39	GOLF MILL FORD	63,414				
40	METROPOLITAN FAMILY SERVICES	63,300		63,300	Skokie, IL 60077	
41	SUPERIOR INDUSTRIAL SUPPLY	63,181		63,181	Niles, IL 60714	
42	PATTEN INDUSTRIES	62,247		62,247	Chicago, IL 60675	
43	KIESLER POLICE SUPPLY, INC.	60,695				
44	PASSPORT PARKING, INC	59,658				
45	CURRIE MOTORS	58,497				
46	HAVEY COMMUNICATIONS INC.	58,365		58,365	Lake Forest, IL 60045	
47	HEARTLAND BUSINESS SYSTEMS	56,869		56,869	Chicago, IL 60675	
48	G & L CONTRACTORS, INC	56,773		56,773	Skokie, IL 60076	
49	METLIFE SMALL BUSINESS CENTER	56,065				
50	WATER RESOURCES	54,448		54,448	Elgin, IL 60120	
51	GROVER WELDING COMPANY	53,127		53,127	Skokie, IL 60077	
52	THYSSENKRUPP ELEVATOR	50,882				
53	SMITHGROUPJJR, INC.	48,997		48,997	Chicago, IL 60601	RFP 16-13
54	SIMPLEX GRINNELL	48,141		48,141	Palatine, IL 60055	
55	FORWARD SPACE LLC D/B/A OFFICE	47,257		47,257	Chicago, IL 60677	RFP 16-65
56	WEST SIDE EXCHANGE	46,816				
57	VALUE REMODELING INC	45,590	No		Lake Forest, IL 60045	

#	Vendor Name	2016 Amount	Evanston	Amount	Address	RFP or BID
58	ID.E.S. / ILLINOIS DEPARTMENT OF	45,189				
59	AIR ONE EQUIPMENT	44,209				
60	SCHINDLER ELEVATOR CORP	43,278				
61	RUSH TRUCK CENTERS OF ILLINOIS, INC	43,175		43,175	Chicago, IL 60638	
62	EYE MED VISION CARE	41,722				
63	GALE RESEARCH INC.	41,615		41,615	Chicago, IL 60694	
64	XEROX CORPORATION	41,331				
65	MID AMERICAN WATER OF WAUCONDA INC.	41,116				
66	HEALTH ENDEAVORS, S.C.	40,321		40,321	Lombard, IL 60148	
67	ACCOUNTEMPS	40,030		40,030	Chicago, IL 60693	
68	NORTH SHORE SENIOR CENTER	40,000	No		Northbrook, IL 60093	
69	SCHNEIDER ELECTRIC BUILDINGS AMERICA	39,583				
70	CUMBERLAND SERVICENTER	39,423		39,423	Elk Grove Village, IL 60007	
71	SHORE COMMUNITY SERVICES	39,000	No		Skokie, IL 60077	
72	VCG UNIFORM	36,784				
73	OZINGA CHICAGO RMC, INC.	36,350	Evanston, IL			
74	ACTION PRINTING	36,211		36,211	Fon du Loc, WI 54936	
75	FAMILY FOCUS INC.	34,948	Evanston, IL		Evanston, IL 60201	
76	SKOKIE PARK DISTRICT	33,883	No		Skokie, IL 60076	
77	AZAVAR AUDIT SOLUTIONS	32,549		32,549	Chicago, IL 60604	
78	OVER DRIVE, INC.	32,141		32,141	Cleveland, OH 44192	
79	PROQUEST INFO & LEARNING COMPANY	31,400		31,400	Chicago, IL 60674	
80	CONNELLYS ACADEMY	30,873		30,873	Wilmette, IL 60091	
81	STANLEY CONSULTANTS INC.	30,785		30,785	Chicago, IL 60631	RFP 16-74
82	INTERSTATE POWER SYSTEMS, INC.	30,549		30,549	Carol Stream, IL 60188	
83	TYCO INTEGRATED SECURITY LLC	30,049		30,049	Pittsburg, PA 15250	
84	NORTHSHORE UNIVERSITY HEALTH SYSTEM	29,858	Evanston, IL		Local - Evanston, IL 60201	
85	CONSTRUCTION CONSULTING & DISBURSEMENT	29,616				
86	IL DEPT OF TRANSPORTATION	29,569				
87	MORGAN STANLEY SMITH BARNEY	29,565		29,565	Deerfield, IL 60015	
88	MONROE TRUCK EQUIPMENT	29,292				
89	ALEXANDER CHEMICAL CORPORATION	28,377				
90	INFOSEND, INC.	27,930		27,930	Anaheim, CA 92807	RFP 13-27
91	CINTAS CORPORATION #769	27,753		27,753	Chicago, IL 60680	
92	MCCI, LLC	27,357		27,357	Tallahassee, FL 32316	
93	OTIS ELEVATOR COMPANY	26,962				
94	OPEN COMMUNITIES	26,875		26,875	Evanston, IL 60201	
95	EBSCO INDUSTRIES, INC. DBA EBSCO	26,820		26,820	Dallax, TX 75320	
96	NORTH SHORE ENH OMEGA	26,401	Evanston, IL		Local - Evanston, IL 60201	
97	GRAYBAR ELECTRIC	25,963		25,963	Chicago, IL 60693	
98	CTL GROUP	25,726		25,726	Skokie, IL 60077	RFP 16-07
99	AMAZON / GE CAPITAL RETAIL BANK	25,390				
100	AT & T	24,942				
101	ILLINOIS PAPER DBA IMPACT NETWORKING LLC	24,609		24,609	Bolingbrook, IL 60440	
102	CHICAGO PARTS & SOUND, LLC	24,277		24,277	Elk Grove Village, IL 60007	
103	CONSERV FS	24,082				
104	UNITED RENTALS	23,450		23,450	Elk Grove Village, IL 60007	
105	HD SUPPLY WATERWORKS, LTD.	22,959				
106	HUB PARKING TECHNOLOGY USA, INC.	22,260				
107	LANDSCAPE CONCEPTS MANAGEMENT, INC.	22,233		22,233	Grayslake, IL 60030	Bid 17-17
108	MITCHELL C. EX	22,005				
109	CURRENT TECHNOLOGIES CORPORATION	21,940		21,940	Downers Grove, IL 60515	
110	HOUSE OF RENTAL	21,868		21,868	Skokie, IL 60077	
111	ELCAST LIGHTING	21,773		21,773	Addison, IL 60101	
112	RUSSO POWER EQUIPMENT	21,548		21,548	Schiller Park, IL 60176	

#	Vendor Name	2016 Amount	Evanston	Amount	Address	RFP or BID
113	ADVANCED PROCLEAN INC.	21,002		21,002	Chicago, IL 60655	
114	ILLINOIS ENVIRONMENTAL PROTECTION AGENCY	21,000				
115	NORTH EAST MULTI-REGIONAL TRAINING INC	20,974		20,974	North Aurora, IL 60542	
116	WISS, JANNEY, ELSTNER ASSOCIATES INC.	20,825		20,825	Northbrook, IL 60062	
117	MITY-LITE INC.	20,796		20,796	Dallas, TX 75267	
118	PHYSIO-CONTROL, INC.	20,735		20,735	Chicago, IL 60693	
119	O'HERRON CO., INC., RAY	20,678				
120	SUNRISE TREE SERVICE INC	20,040		20,040	Hawthorn Woods, IL 60047	
121	ILLINOIS DEPT OF REVENUE	19,778				
122	PLAY-WELL TEKNOLOGIES	19,775		19,775	San Andselmo, CA 94960	
123	ESRI	19,650				
124	WEST GROUP PAYMENT CTR	19,540		19,540	Carol Stream, IL 60197	
125	LEGAL ASSISTANCE FOUNDATION OF CHICAGO	19,150	No		Chicago, IL 60603	
126	SENIORS CHOICE	19,147	No		Dallas, TX 75266	
127	MOODY'S INVESTORS SERVICE	19,000				
128	SPRING ALIGN	18,922		18,922	Palatine, IL 60074	
129	FOX VALLEY FIRE & SAFETY	18,599		18,599	Elgin, IL 60123	
130	ALLIANCE TO END HOMELESSNESS IN SUBURBAN	18,500	No		Hillside, IL 60162	
131	CHICAGO COMMUNICATIONS, LLC.	18,376		18,376	Elmhurst, IL 60126	
132	THE CHEVROLET EXCHANGE	18,268				
133	VERMONT SYSTEMS INC	18,092		18,092	Essex Junction, VT 05452	
134	MOBO TREX	17,728		17,728	Davenport, IA 52806	
135	LEACH ENTERPRISES, INC.	17,493		17,493	Crystal Lake, IL 60014	
136	ATLAS BOBCAT, INC.	17,479		17,479	Chicago, IL 60673	
137	SAM'S CLUB DIRECT	17,300				
138	SIGLER'S AUTOMOTIVE & BODY SHOP, INC.	17,292		17,292	Skokie, IL 60076	
139	JEFFREY D. GREENSPAN	17,220				
140	3 POINT ATHLETICS	17,163		17,163	Chicago, IL 60630	
141	DIANA UNGER	16,938				
142	CHESS WIZARDS, INC.	16,887		16,887	Chicago, IL 60630	
143	VILLAGE OF SKOKIE	16,391				
144	MARILYN MARSHALL	16,387		16,387	Memphis, TN 38101	
145	SCS PRODUCTIONS	16,374		16,374	Roselle, IL 60172	
146	MUNICIPAL CODE CORPORATION	16,249				
147	BURRIS EQUIPMENT CO.	15,786		15,786	Waukegan, IL 60087	
148	OPEN KITCHENS	15,722	No	15,722	Chicago, IL 60608	RFP
149	INTERSTATE BATTERY OF NORTHERN CHICAGO	15,621		15,621	Lake Zurich, IL 60047	
150	SCHROEDER & SCHROEDER INC	15,511		15,511	Skokie, IL 60076	
151	NORTHWEST PASSAGE	15,350		15,350	Wilmette, IL 60091	
152	TANK INDUSTRY CONSULTANTS	15,268		15,268	Indianapolis, IN 46214	
153	TOTAL PARKING SOLUTIONS, INC.	15,135	No		Downers Grove, IL 60515	RFP 12-147
	TOTAL	8,318,432		4,075,065		



Memorandum

To: M/W/EBE Committee

From: Ashley King, Finance and Budget Manager
Tammi Nunez, Purchasing Manager

Subject: Under \$20K Spending Report Plan

Date: February 27, 2018

During the February 21, 2018 MWEBE Meeting, the Committee directed staff to begin the process of developing a plan for transitioning some of the City's expenses that are under \$20,000 (and therefore not subject to bids or RFP processes) to local vendors. The goal is to pick up where the consultant's report left off and connect the dots between where dollars are currently being spent and which Evanston businesses can provide these services. Ideally, staff believes that we can create a list of concrete changes that can be made in order to achieve the Committee's goal of spending more money within Evanston.

Due to the current workload, staff proposes utilizing summer youth employees for a portion of this work. A draft timeline is below:

- April—Tammi & Ashley analyze the list of 446 repeat under \$20K vendors to approximately 100 where efforts can be concentrated. Ashley & Tammi will look for vendors whose services cannot be duplicated in Evanston (i.e. Cook County Revenue Office, utilities, etc.).
- May MWEBE meeting—Presentation of the 100 vendors for analysis
- June—Summer Youth Project—to interview the departments using the top vendors to get a better idea of why those vendors were chosen.
- July/August—Research with the Chamber of Commerce and Economic Development team to determine if vendors within Evanston can provide a similar service.
- September MWEBE meeting—report back to the Committee with a document that clearly recommends the vendor switch
- October—Tammi meets with various departments to implement the recommended changes

2018 MWEBE Goal Compliant

Dept.	Date	RFP/Bid	Project Title/Evanston Work Hours	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	1/22/2018	Bid 18-05	Asbestos Abatement at 721-723 Howard Str	\$38,000.00	-		Cove Remediation					
						10%	Abatement Materials	X				\$3,800.00
						5%	DisposAll Waste Services		X			\$1,900.00
						13%	Camow, Conibear & Assoc.		X			\$4,900.00
	January Total			\$38,000.00								\$10,600.00
	Total to Date			\$38,000.00		28%		1	2	0	0	\$10,600.00
PWA	2/12/2018	Bid 17-60	Howard Street Theatre Construction Svs	\$1,385,469.00	-		Structures Construction (LEP Eligible)					
						15.6%	Windy City Heating & Cooling	X				\$216,925.00
						7.2%	Evergreen Supply Company		X			\$100,000.00
						.8%	Kedmont Waterproofing Company		X			\$11,212.50
						2.5%	Central Rug & Flooring			X		\$35,750.00
PWA	2/12/2018	RFP 17-58	West Filter Plant Study	\$126,033.00	-		Carollo Engineers					
						9.1%	Environmental Design Int'l	X				\$11,470.00
						16.2%	McGuire Iglesias & Associates			X		\$20,400.00
PWA	2/26/2018	Bid 18-06	Lovelace Park Pond Rehab	\$107,000.00	-		Sumit Construction					
						100%	Sumit Construction	X				\$107,000.00
PWA	2/26/2018	Bid 18-02	Service Center Parking Deck Restoration	\$506,074.00	\$136,960 /\$20,544		Monson Nicolas Inc. (LEP Eligible)					
PWA	2/26/2018	RFP 17-57	Rbt Crwn Comm Ctr - Constr Mgr Svs	\$41,510.00	-		Bulley & Andrews					
						25%	The Bowa Group	X				\$41,510.00
	February Total			\$2,166,086.00								\$544,267.50
	Total to Date			\$2,204,086.00		25%		4	4	2	0	\$554,867.50
PWA	4/9/2018	Biid 18-14	2018 50/50 Sidewalk Replacement Proj	\$211,000.00	-		Schroeder & Schroeder Inc.					
						27%	Ozinga Ready Mix Concrete			X		\$57,000.00

Dept.	Date	RFP/Bid	Project Title/Evanston Work Hours	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
PWA	4/9/2018	RFP 18-01	Pavement Condition Evaluation	\$206,720.00	-		Infrastructure Management Services					
						5%	Barricade Lites, Inc.	X				\$10,336.00
PWA	4/23/2018	Bid 18-10	2018 Water Main Improvements & Resurf	\$2,410,717.00	\$200,000/\$30,000		Bolder Construction (LEP Eligible)					
						1.5%	Ozinga Ready Mix Concrete			X		\$35,000.00
						6.2%	JG Demo Inc	X				\$150,000.00
						8.2%	Chicagoland Truckin' Inc.	X				\$200,000.00
						9.1%	R A Seaton Contractor Services		X			\$220,000.00
PWA	4/23/2018	Bid 18-15	Emerson Street Wholesale Water Meter Construction	\$1,162,000.00	-		Bolder Construction (LEP Eligible)					
						1.6%	Ozinga Ready Mix Concrete			X		\$15,000.00
						3.4%	Chicagoland Truckin' Inc.	X				\$40,000.00
						20.4%	R A Seaton Contractor Services		X			\$238,000.00
	April Total			\$3,990,437.00								\$965,336.00
	Total to Date			\$6,194,523.00		24.5%		8	6	5		\$1,520,203.50
PWA	5/29/2018	Bid 18-19	2018 Motor Fuel Tax (MFT) Street Resurfacing	\$1,022,639.20	-		J.A. Johnson (state funds, not LEP eligible)					
						7.4%	Galaxy Underground Inc.		X			\$75,848.00
						1%	Alzate Trucking		X			\$9,500.00
						6.3%	Ozinga Ready Mix Concrete			X		\$65,000.00
						1%	Hawek Enterprises, Inc.		X			\$10,248.00
						1%	Precision Pavement Markings	X				\$10,950.00
PWA	5/29/2018	Bid 18-25	Steel Fabrication	\$891,000.00	\$155,000/\$23,250		Kovilic Construction (LEP Eligible)					
						24%	Thornton Rave Steel	X				\$215,000.00
	May Total			\$1,913,639.20								\$386,546.00
	Total to Date			\$8,108,162.20		23.5%		10	9	6		\$1,906,749.50
PWA	6/25/2018	No Bid #	Fire Station #2 Roof Replacement	\$234,057.00			Garland / DBS					

Dept.	Date	RFP/Bid	Project Title/Evanston Work Hours	Total Bid Amt	Total Labor Cost / LEP Labor Cost	% MWEBE	Name of MWEBE	M BE	W BE	E BE	D BE	Subcontract Amount
						3.8%	Futurity 19 Inc		X			\$8,990.00
						8%	Garth Building Products	X				\$19,000.00
PWA	6/25/2018	RFQ 16-08	Engineering Services Agr Central Street Bridge	\$519,592.61			Stanley Consultants, Inc.					
						18.5%	Environmental Design Int'l	X				\$96,148.00
						5%	Santacruz Land Acquisitions	X				\$27,750.00
PWA	6/25/2018	RFQ 18-26	Survey Benchmark Update	\$49,447.42			American Surveying & Engineering (M)*					
Jun Total				\$803,097.03								\$201,335.42
Total to Date				\$8,911,259.23		23.5%		14*	10	6		\$2,108,084.92
PWA	7/9/2018	RFQ 18-07	Civic Center HVAC Architectural / Eng Svs	\$47,330.00			Grumman / Butkus Associates (E)**					
Jul Total				\$47,330.00								\$47,330.00
Total to Date				\$8,958,589.23		24%		14*	10	7**		\$2,155,414.92

LEP Penalty Total 2013-2015	Yr to Date 2016	Yr to Date 2017	Total
\$64,096.00	\$16,005.21	\$4,969.05	\$85,070.26

<u>M/W/EBE Tacking Report Legend</u>
- PWA Public Works Agency
- ADM Administration
- HLT Health
- IT Information Technology
- CED Com Econ Dev
- LIB Library
- CMO City Manager's Office

2018 MWEBE Goal Waived

Dept.	Date	RFP/Bid #	Base Bid Amount	Project Title	Company	Reason Waived
PWA	2/12/2018	Bid 18-03	\$38,000.00	2018 Sewer Flow Monitoring	ADS Environmental Services (Huntsville, AL)	Precludes Subcontracting Opportunities
PWA	3/19/2018	RFP 18-04	\$32,569.00	Business District Planters & Landscape Improv	Herrera Landscape Snow Removal (Evanston, IL)	Minority Contractor will Perform 100% of the work
PWA	4/23/2018	Bid 18-16	\$249,439.00	2018 CIPP Sewer Rehab Contract A	Insituform Technologies (Chesterfield, MO)	Precludes Subcontracting Opportunities
CMO	5/29/2018	RFP 18-12	\$15,000.00	Vending Machine Services	Mark Vend Services (Northbrook, IL)	Precludes Subcontracting Opportunities
CMO	6/25/2018	Bid 18-29	\$80,500.00	Water Production Door Renov	CCDS (Morton Grove, IL)	Precludes Subcontracting Opportunities
CMO	6/25/2018	Bid 18-17	\$377,000.00	South Standpipe Pump Station	MAG Construction (Highland Park, IL)	Precludes Subcontracting Opportunities
CMO	7/9/2018	RFP 18-24	\$53,575.00	Citywide Arc Flash Program	Lewellyn Technology (Indianapolis, IN)	Precludes Subcontracting Opportunities
		To Date	\$846,083.00			

City Bids & Proposals Page

Bids & Proposals

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No Thanks Remind Me Later

Bid	Id	Status	Start Date	End Date	Description	Addendum
BID-	0-20					
BID-	0-20					
RFQ	0-20					RFQ 18-28 Addendum #1 Main Street Improvement Maple to Hinman Avenue
RFP-18-31-	0-2018/jro	Active	05/31/2018	07/17/2018	RFP 18-31 Utility Billing System	
RFP-18-32-	0-2018/jro	Active	05/31/2018	06/26/2018	RFP 18-32 Garden Park and Playground Improvements	

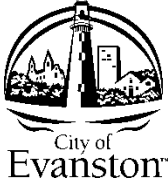
07/16/2018 10:04 AM CDT

City of Evanston - Bulletin Address Report



Summary for "New bids and proposals this week!"

Summary		
1	Importance	Normal
2	Subject	New bids and proposals this week!
3	Recipients	Subscribers of Bids and Proposals
4	Date Sent	06/14/2018 09:00 AM CDT
5	Total Sent	58
6	Delivered	56
7	Shared Views	2



Memorandum

To: Alderman Peter Braithwaite, Chair M/W/EBE Committee
MWEBE Committee Members

From: Wally Bobkiewicz, City Manager
Ashley King, Finance and Budget Manager
Tammi Nunez, Purchasing Manager

Subject: City of Evanston Amazon.com Spending Guidelines

After the Under \$20K Spend Report was presented, staff was asked to identify ways to increase local spend with local Evanston Businesses. Below is a proposed policy for City staff to follow when spending on Amazon.com to encourage shopping Evanston merchants first. The draft proposed policy is for committee's consideration.

1. Beginning September 1, 2018, City staff will only be to use Amazon.com for purchases of approved commodities. Any other purchase will not be allowed.
2. All City purchases must be made through a City Amazon Business account.
3. All purchases will be reported to the City Council through the Bills List, plus a separate quarterly report aggregating all purchases.
4. Department Directors may request to the City Manager to add commodities to the approved list. Changes to the list of approved commodities will be shared with the City Council quarterly. These requests must detail that the commodity is not available for purchase in Evanston or through an existing local vendor agreement. In addition, the City may add a commodity if the department can justify operational cost savings in using Amazon.

Approved Commodities

Citation and Secondary Collectable
Safety Equipment
Computer Equipment Maintenance
Telecommunications Equipment
Internet Solutions Provider
Personal Computer Equipment
Licensing and Regulatory Supplies
PEG Fee Distribution

Commodities Recently Used, But Not Approved For Future Spending

Agriculture/Botanical Supplies
Automotive Equipment
Building Maintenance Materials
Food
Furniture, Fixtures and Equipment
Janitorial Supplies
Materials to Maintain Autos
Minor Equipment and Tools
Office Equipment Maintenance
Office Machinery and Equipment
Office, Other Equipment to Maintain Materials
Office Supplies
Other Commodities
Other Improvements
Other Program Costs
Park Maintenance and Furniture Replacement
Travel and Training

To Be Investigated Further

Books, Publications and Maps
Medical and Lab Supplies
Recreation Program Supplies