

Equal Opportunity Review Commission

MINUTES

Wednesday August 15, 2018

12:00 PM

Pennsylvania Bar Institute

Professional Development Center Conference Center

Heinz 57 Center

339 Sixth Avenue, Suite 760

Pittsburgh, Pa. 15222

Commissioners in Attendance: Justin Laing, Demeshia Seals, James Myers, Karen Hall, Erin Conley, Tracey McCants-Lewis, Jennie Sweet-Cushman

Call-ins: Gonzalo Manchego

Staff in Attendance: Chuck, Durham, Emily Pontarelli, Ricardo Williams

I. Minutes are approved for July 2018

II. New Plans

1808-01- Public Safety, Security Guard Services (St. Moritz Security Services)

Tony Landolina, Department of Public Safety, and two representatives from St. Mortiz Security Services present the MWBE plan.

The representative from St. Mortiz explains that this contract is labor intensive with about 10% of the contract left to subcontract to MWBE firms. They intend to utilize a veteran-owned firm, Black Knight Security, at 22% of the contract who would be staffing three full-time positions at the City County Building. He explains that they are also utilizing Image First Uniforms, a WBE firm.

Seals points out that although Black Knight is veteran-owned it is not certified and the contract does not meet the goals. St. Mortiz notes that he can use another firm which is a WBE in place of Black Knight to represent the 22%, but Seals notes that is not shown in the paperwork they received.

Conley makes a motion to not approve, McCants-Lewis seconds.

PLAN IS NOT APPROVED

1808-02-Department of Mobility and Infrastructure, Complete Street Design Guidelines (Toole Design Group)

Kristin Saunders, Department of Mobility and Infrastructure presents the MWBE plan. Toole Design Group is the prime contractor on this contract and is a WBE firm.

The commission commends Saunders on this plan with 100% of the contract going to MBE and WBE firms.

Sweet-Cushman makes a motion to approve, Hall seconds.

PLAN IS APPROVED

III. Resubmissions

1807-01- City Planning, Graphic Communications Strategy for the Pittsburgh Comprehensive Plan (ThoughtForm, Inc.)

Sophia Robison, Department of City Planning, and representatives from ThoughtForm present the MWBE plan. The representative from ThoughtForm clarifies that the goals for MBE and WBE are 20% MBE (utilizing Mongalo-Winston Consulting and Bright Thought) and 1.2% WBE (Sir Speedy).

A representative from ThoughtForm notes that the project was re-scoped to meet the MWBE goals and added two MBE firms since the last time they presented.

Conley makes a motion to approve, Hall seconds.

PLAN IS APPROVED

1807-03- Housing Authority, Bedford Hope Center Improvements- General Contractor (Plavchak Construction Co.)

Kim Detrick, Housing Authority City of Pittsburgh, presents the MWBE plan. Detrick notes that the participation has remained the same since last month when presented at 11.32% MBE and 13.66% WBE. He notes that the Authority contacted every vendor who was contacted by Plavchak to see why they could not do the work. Some of the vendors contacted noted they did not have the time to do the work.

McCants-Lewis asks if there is any documentation as to how the prime reached out, was it phone calls, or emails? Detrick responds that they followed-up with phone calls and can get a copy of the records (date called and responses) to the commission.

Hall makes a motion to approve, Sweet-Cushman seconds.

PLAN IS APPROVED

1807-04- Housing Authority, Carrick Regency Interior (Iron City Contracting)

Kim Detrick, Housing Authority City of Pittsburgh, presents the MWBE plan. Detrick notes that again the percentages have not changed since last presented to the commission at 9.02% MBE and 0% WBE. Detrick says that the Housing Authority contacted Iron City Contracting asking them to contact more people. However, the prime contractor did not receive any additional responses from MWBE firms. Detrick also mentions that MWBE firms said that the contractor did not inform them of what exactly they were looking for. Detrick notes that the Housing Authority is not able to do this for contractors under HUD and procurement rules, but is looking for solutions to this issue.

Seals asks Detrick how the current vendors connect with MWBE subcontractors. Detrick explains that they advertise opportunities in the local papers and the African American Chamber of Commerce. When there is a prebid meeting, the list of all those attending is sent out. Seals asks them to provide what was done in terms of outreach for each project in the future.

Conley makes a motion to approve. Hall seconds.

PLAN IS APPROVED

1807-05- Housing Authority, Protective Coverings of Vacant Units Authority Wide (Vacant Property Security LLC)

Kim Detrick, Housing Authority City of Pittsburgh, presents the MWBE plan. Detrick notes that there is very little room for participation on this contract since it is a proprietary item. Last month it was noted that there would be training on installation, however, this training is for Section 3 opportunities for residents. The participation remains at 15.4% (MBE).

Conley makes a motion to approve. Sweet-Cushman seconds.

PLAN IS APPROVED

Conley asks if there is a process for the Housing Authority to follow-up on the work to see if the MWBE firms are being used on the projects. Detrick responds that once payments are sent to the vendors, on a quarterly basis they send letters to the subcontractors asking if they've been utilized and how much they've been paid. Additionally, they reach out to the prime contractors asking what was paid to subcontractors. After receiving this information, they then compare amounts to check for

discrepancies in which case vendors are brought into the office together to resolve any disputes.

IV. Chairman's Remarks

Demeshia Seals recognizes that Karen Hall received her doctorate and wanted to congratulate her on this accomplishment.

V. Managers Minute

Rick Williams states that the meeting next month will be extended because they will be looking at 2017 reporting.

Additionally, it is noted that there are several commissioners rolling off at the end of the year and that work is being done to bring new commissioners on.

Finally, Williams discusses the MWBE Task Force appointed by the Mayor William Peduto. This task force will identify best practices in engaging MWBE businesses, as well as propose policy and procedural improvements for increased engagement with the City of Pittsburgh and its departments.

V. Adjournment