

## Equal Opportunity Review Commission

### MINUTES

Wednesday December 18, 2019

12:00 PM

Citi Stats Room 646

City-County Building

414 Grant Street, 5<sup>th</sup> Floor

Pittsburgh, Pa. 15219

**Commissioners in Attendance:** Erin Conley, Dr. Karen Hall, James Myers, Jr., Andrea Vasquez, Monica Ruiz, Sara Segel, Earl Buford

**Call-ins:** Jenna Cramer

**Staff in Attendance:** Chuck Durham, Ricardo Williams

### I. Introduction

Motion to approve the November 2019 minutes

### II. New Plans

#### 1912-01 Worker's Compensation Insurance

Rajeanna Lewis, Housing Authority, Bradley Mantzell, Gilbert's Risk Solutions, and Debbie Keisling, Evaluation Specialist presented the plan. This is a task order plan for Worker's Compensation Insurance. The selected offeror will be responsible for providing the worker's compensation insurance. The Housing Authority City of Pittsburgh has been on a guaranteed cost program since January 1, 2011. The deductible program with a \$250,000 per accident deductible with a \$900,000 aggregate. Employees at the authority conduct a variety of maintenance tasks including carpentry, plumbing, HVAC, masonry, plastering, painting, electrical work, and excavating. Total employee count is approximate 330. There are 19 locations with the highest location at 96.

Commissioner Hall makes a motion to approve. Commissioner Conley second

**PLAN IS APPROVED**

### III. Updates

Jennifer Olzinger (Assistant Director of Procurement) gave an updated report of the new ITQ contracts that the city is moving towards. The vendors are awarded contracts on a qualifications basis for open-end professional services such as Engineering, Architectural Design, Planning, Business Consulting, etc. Each vendor is awarded a NTE amount for each category of service

they are qualified under. Individual projects are assigned or bid out by the Using Department(s) on an as-needed basis under the parameters outlined in the City Code.

Ricardo Williams, Business Inclusion Manager, gave an updated report on the WBE Event (Preparation for Prosperity) that will be held in March at the University of Pittsburgh. The event will be held on March 12, 2020 for 8am.-1:30pm. In the William Pitt Union on the main campus. The Event will have 3 valuable sessions discussing: Government Contracting Opportunities, Business Owner's Health and Business Lifecycle Needs. There will also be a Continental Breakfast and a Box Lunch provided.

#### **IV. Chairman's remark's**

The next EORC meeting is Wednesday, January 15, 2020

#### **Adjournment**