

Equal Opportunity Review Commission

MINUTES

Wednesday October 18, 2017

12:00 PM

City County Building

Sixth Floor City Stats Room 646

414 Grant Street, Pittsburgh, PA 15219

Commissioners in Attendance: Erin Conley, Karen Hall, Justin Laing, Barry Nathan, James Myers Jr., Justin Laing, Demeshia Seals

Absent Commissioners: Gonzalo Manchego, Tracey McCants-Lewis

Staff in Attendance: Emily Pontarelli, Ricardo Williams

I. Minutes are approved for September 2017

II. New

- **1710-01-** City Planning (Studio Bryan Hanes)

Assistant Director of City Planning, Andrew Dash introduces the plan for Southside Park Master Plan.

Dash handed a document to the Commission that outlines the MBE/WBE participation for all of the firms that were reviewed as part of the RFP process. Studio Bryan Hanes was determined to be the most qualified for the project while also meeting MBE and WBE goals of 18% and 16% respectively.

Laing notes that a representative from Studio Bryan Hanes should have attended the meeting and mentions that going forward it would be good for the prime to attend.

Laing motions to approve; Hall seconds. Unanimous.

PLAN IS APPROVED

- **1710-02-** Housing Authority City of Pittsburgh (Mistik Construction)

MBE/WBE Compliance Specialist, Anthony Mannella introduces the plan for Allegheny Dwellings- Demo and Site Preparation. Mannella explains that there was a last minute change to the MBE subcontractor who they can no longer use due to licensing issues. Manella goes on to explain that Mistik has substituted Aone Contracting for a different scope of work to make sure that participation numbers

stayed the same on the contract. Manella handed the Commission the additional letter of commitment reflecting this change.

Conley motions to approve. Vasquez seconds. Unanimous.

PLAN IS APPROVED

Director of Procurement for Housing Authority City of Pittsburgh, Kim Detrick addresses the Commission and commends them for their work in verifying whether MBE and WBE participation numbers were correct in a previously presented contract.

- **1710-03-** Housing Authority City of Pittsburgh (22 Century Tech, Mitaja Corporation, Staffmark)

MBE/WBE Compliance Specialist, Anthony Mannella introduces the plan for Temporary Staffing. Mannella discusses that this contract is a task order contract for staffing services on an as needed basis. He goes on to discuss that they can't guarantee any dollar figure for any one of the awardees. Each firm has agreed to utilize MBE and WBE firms based on the percentage noted in the letters of commitment regardless of how much they are actually paid by the Housing Authority.

Seals ask what mechanisms are in place to make sure that MBE and WBE firms are being utilized. Mannella responds by saying that he checks with subcontractors quarterly. This information will be provided to the EORC.

Seals motions to approve; Laing seconds. Unanimous

PLAN IS APPROVED

Kim Detrick, Director of Procurement, Housing Authority City of Pittsburgh addresses the Commission to inform them that the OSA Global contract for armed security guards they reviewed and denied in August was pulled. He notes that HACP is going in another direction and thanked the Commission for catching discrepancies in the plan.

- **1710-04-** Finance (Boomershine Consulting Group)

Assistant Director of Finance, Edward Barca introduces the plan for Actuarial Audit. Greg and Dave from Bommershine Consulting Group mentioned that they rely on their own actuarial expertise and their own software, so they do not typically subcontract work. After assessing the project they determined they could subcontract printing services.

Laing asks if any MBE or WBE firms responded to the initial RFP. Barca responded that no there were no MBE or WBE firms who responded. Laing then asks if Barca performed any good faith effort to see if they could find any MBE or WBE firms who do this type of work. Bara responded that in the RFP process they did not, but did select a firm who was willing to work with MBE and WBE firms. Discussion continues around whether the City should be accountable for good faith effort, or the prime. Commissioners agree that the City departments should be held accountable. Nathan clarifies that the prime did perform good faith effort, however, there was no good faith effort from the Finance department.

Laing motions to not approve. Hall seconds. In favor: Seals and Myers. Opposed: Nathan, Vasquez, Conley

PLAN IS NOT APPROVED

- **1710-05-** Public Safety (Cover Your Assets)

Manager, Strategic Initiatives, Thoryn Simpson and Department Business Administrator, Claire Mastroberardino presents the plan for Secondary Employment Scheduling. Simpson discusses the RFP process and how the vendor was chosen. Nathan mentions that the Commission is not seeing any effort to comply with the requirements of the City Code. Conley notes that again the City Department is putting the MWBE requirements on the prime instead of doing it upfront in the RFP.

Simpson clarifies that more outreach is being done upfront in the RFP process with help from the EORC, however, it was not done on this particular project.

Seals motions to not approve; Laing seconds. Unanimous.

PLAN IS NOT APPROVED

III. Committee Report Updates

- Discussion about the Policy Committee and its role now that Bangs resigned.
- Seals mentions that the WBE Committee is looking for participants and will look to vote for a new Chair for the Committee. The annual WBE event will be March 8th at Carlow University.

IV. Manger's Minute

- Based on discussions with legal experts, Rick mentions that a document has been drafted to address good faith effort for legal services.

V. Adjournment