

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: November 22, 2022

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: **Contract 22-RFP-12 – Insurance Broker Services**

The lowest responsive bidder, Willis Towers Watson Midwest, Inc., has submitted company information and “MBE/ WBE/SBE Business Verification Forms” for the firms identified on the subject contract’s Affirmative Action Utilization Plan.

The MBE, WBE, and SBE Utilization Goals for the above-mentioned contract are 20% MBE, 10% WBE and 10% SBE. According to the bidder’s Commitment Form, the bidder has committed the following goals:

MBE
20%

WBE
10%

SBE
10%

Therefore, Willis Towers Watson Midwest, Inc., is in apparent compliance with the requirements of Appendix A.

RDB

Attachments

c: LoCascio, Cornier, Morakalis, File

**APPENDIX A
MINORITY, WOMEN, AND SMALL BUSINESS REQUIREMENTS**

MBE/WBE/SBE COMMITMENT FORM

1. Name of MBE/WBE/SBE: W.A. George Insurance Agency, Inc.
Identify MBE, WBE, SBE Status: SBE Address: 155 North Michigan Ave. Suite 300
City, State Zip Code: Chicago, IL 60601
Contact Person: Mercedes George Telephone Number: (312) 729-5265
Dollar Amount of Participation: \$50,000 Percent of Participation: 10 %
Scope of Consulting Contract: W.A. George will serve strategic partner to Willis Towers Watson. They will work closely as team members focused on delivering the following services to MWRD:

*Coverage Review for Policies; * Statement of Values Management; *Schedule of Insurance Review and Analysis; *Training and Support related to content delivered through Risk and Property preservation - reports.

2. Name of MBE/WBE/SBE: Risk Management Information Systems
Identify MBE, WBE, SBE Status: WBE Address: 155 North Michigan Ave., Suite 621
City, State Zip Code: Chicago, IL 60601
Contact Person: Celeste Watts Telephone Number: (312) 819-1065
Dollar Amount of Participation: \$50,000 Percent of Participation: 10 %
Scope of Consulting Contract: RMIS will serve strategic partner to Willis Towers Watson. They will work closely as team members focused on delivering the following services to MWRD:

*Coverage Review for Policies; * Statement of Values Management; *Schedule of Insurance Review and Analysis; *Training and Support related to content delivered through Risk and Property preservation - reports.

3. Name of MBE/WBE/SBE: AVI Specialty Group
Identify MBE, WBE, SBE Status: MBE Address: 985 Old Eagle School Road, Suite 509
City, State Zip Code: Wayne, PA 19087
Contact Person: Andre Duggin Telephone Number: (610) 687-4076
Dollar Amount of Participation: \$100,000 Percent of Participation: 20 %
Scope of Consulting Contract: AVI will serve strategic partner to Willis Towers Watson. They will work closely as team members focused on delivering the following services to MWRD:

*Coverage Review for Policies; * Statement of Values Management; *Schedule of Insurance Review and Analysis; *Training and Support related to content delivered through Risk and Property preservation - reports.

4. Name of MBE/WBE/SBE: _____
Identify MBE, WBE, SBE Status: _____ Address: _____
City, State Zip Code: _____
Contact Person: _____ Telephone Number: _____
Dollar Amount of Participation: \$ _____ Percent of Participation: _____ %
Scope of Consulting Contract: _____

Attach a copy of qualifications for each PCE firm
Please duplicate this blank page when additional certified MBE/WBE subcontractors are being used on this contract.