

**INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: April 10, 2024

TO: Susan T. Morakalis, General Counsel

FROM: Richard L. Martinez, Jr., Acting Diversity Administrator



**SUBJECT: Request for Proposal 24-RFP-06, Professional Real Estate Appraisal Services
for a three-year period**

The Diversity Section has completed its review of the subject Request for Proposal ("RFP"). Our review has led to the determination that Affirmative Action goals are not recommended.

The District is seeking two real estate appraisal firms to provide professional appraisal services on an as-needed basis to the Real Estate Division of the Law Department. The scope of work will include appraisal services related to the District's leases, easements, permits, eminent domain proceedings and right-of-way matters, as well as other District projects involving the valuation of real property.

Due to the highly specialized nature of the referenced scope of work, practical opportunities for subcontracting are not provided. As an example, each of the selected appraisal firms must have substantial experience performing appraisal work for government entities, including valuing fee title or easements for right-of-way purposes, public open space, waterway properties, and commercial/industrial properties. The selected appraiser(s) must also have experience testifying in eminent domain cases and other court proceedings.

Further, the Metropolitan Water Reclamation District Act (70 ILCS 2605/8c) requires that the appraisals used for the leasing process be performed by a professional appraiser who among other things, has an MAI designation (Member, Appraisal Institute), and who has met the strict testing and experience requirements of the Appraisal Institute, which includes completion of an approved 4 year degree, passing all Appraisal Institute required exams, together with completing 4,500 hours of specialized work. In view of the above factors, Affirmative Action Appendix A should not be included with this RFP.

If you would like further information concerning this review, please contact Diversity Officer Fred Fortier, at extension 1-4032.

RLM/FF

Attachment

C: D. Locascio, L. Cornier, M. Zilligen, N. Lopez, M. Valdez