


**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** March 3, 2020

**TO:** John P. Murray, Director of Maintenance and Operations

**FROM:** Regina D. Berry, Diversity Administrator 

**SUBJECT:** Request for Proposal 19-RFP-26 Professional Environmental Engineering Services for Real Estate – Huff & Huff, Inc.

Per your request, the Diversity Section has determined that the following firms are acceptable for MBE/WBE/SBE/VBE participation:

Classification Type	Business Name	Contact
WBE	Raimonde Drilling Corporation	Ann Leslie
MBE	Earth Solutions	Karen Cordon
MBE/SBE	American Surveying & Engineering, P.C.	Steve Rienks
MBE	2IM Group, LLC	Luis Montgomery
WBE	Carnow Coniber & Associates, Ltd.	Brian LoVetere
MBE/SBE	STAT Analysis	Craig Chawla
WBE	Strata Earth Services	Sara Knight
VBE/SBE	Environmental Monitoring and Technologies, Inc.	Jason Cristino

The Minority, Women and Small Business Enterprises goals for the above contract are 20% MBE, 10% WBE, 10% SBE and 3% VBE. According to the MBE/WBE/SBE and VBE Commitment Forms, Huff & Huff, Inc. commits to the following goals:

<u><b>MBE</b></u>	<u><b>WBE</b></u>	<u><b>VBE</b></u>	<u><b>SBE</b></u>
20%	10%	3%	*

\* MBEs and WBEs satisfy SBE requirements

The Consultant, Huff & Huff, Inc., has met the requirements of Appendix A and Appendix V.

If you have any additional questions, please contact PJ Spencer, Diversity Officer, at extension 1-5876.

RDB/PCS  
Attachment

c: Ms. Darlene A. LoCascio, Director of Procurement and Materials Management  
Morakalis (Law), Cornier, May, Leibrock, file (2)

MBE/WBE/SBE COMMITMENT FORM

1. Name of MBE/WBE/SBE: Carnow Conibear & Associates Ltd  
 Identify MBE, WBE, SBE Status: WBE Address: 600 W. Van Buren, Suite 500  
 City, State, Zip Code: Chicago, IL 60607  
 Contact Person: Brian LoVetere Telephone Number: 312-762-2930  
 e-mail Address: blovetere@ccaltd.com  
 Dollar Amount of Participation: \$ 9,000 Percent of Participation: 2 %  
 Scope of Consulting Contract: Environmental Auditing

2. Name of MBE/WBE/SBE: STAT Analysis  
 Identify MBE, WBE, SBE Status: MBE/SBE Address: 2242 W. Harrison Street, Suite 200  
 City, State Zip Code: Chicago, IL 60612  
 Contact Person: Craig Chawla Telephone Number: 312-733-2386  
 e-mail Address: cchawla@statanalysis.com  
 Dollar Amount of Participation: \$ 45,000 Percent of Participation: 10 %  
 Scope of Consulting Contract: Analytical Services.

3. Name of MBE/WBE/SBE: Strata Earth Services, LLC  
 Identify MBE, WBE, SBE Status: WBE Address: 530 Colfax Street  
 City, State Zip Code: Palatine, IL 60067  
 Contact Person: Sara Knight, P.E. Telephone Number: 847-968-4863  
 e-mail Address: sara.knight@strataearth.com  
 Dollar Amount of Participation: \$ 18,000 Percent of Participation: 4 %  
 Scope of Consulting Contract: Drilling Services

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

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

Revised/October 20, 2015

MBE/WBE/SBE COMMITMENT FORM

1. Name of MBE/WBE/SBE: Raimonde Drilling Corporation  
 Identify MBE, WBE, SBE Status: WBE Address: 770 Factory Road  
 City, State, Zip Code: Addison, IL 60101  
 Contact Person: Anne Leslie Telephone Number: 630-458-0590  
 e-mail Address: annetleslie@gmail.com  
 Dollar Amount of Participation: \$ 18,000 Percent of Participation: 4 %  
 Scope of Consulting Contract: Drilling Services

2. Name of MBE/WBE/SBE: Earth Solutions  
 Identify MBE, WBE, SBE Status: MBE Address: 39W369 Route 64  
 City, State Zip Code: St. Charles, IL 60175  
 Contact Person: Karen Cordon Telephone Number: 630-443-0955  
 e-mail Address: karen@myearthsolutions.com  
 Dollar Amount of Participation: \$ 13,500 Percent of Participation: 3 %  
 Scope of Consulting Contract: Drilling Services

3. Name of MBE/WBE/SBE: American Surveying & Engineering, PC  
 Identify MBE, WBE, SBE Status: MBE/SBE Address: 150 N. Wacker Drive, Suite 2650  
 City, State Zip Code: Chicago, IL 60606  
 Contact Person: Steve Rienks Telephone Number: 312-277-2000  
 e-mail Address: s.rienks@americansurvey.com  
 Dollar Amount of Participation: \$ 9,000 Percent of Participation: 2 %  
 Scope of Consulting Contract: Property and elevation surveys

4. Name of MBE/WBE/SBE: 2IM Group, LLC  
 Identify MBE, WBE, SBE Status: MBE Address: 118 S. Clinton, Suite 350  
 City, State, Zip Code: Chicago, IL 60661  
 Contact Person: Luis Montgomery Telephone Number: 312-441-9554  
 e-mail Address: luis.m@2IMgroup.com  
 Dollar Amount of Participation: \$ 22,500 Percent of Participation: 5 %  
 Scope of Consulting Contract: Wetland Services

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

Revised/October 20, 2015

VBE COMMITMENT FORM

1. Name of VBE: Environmental Monitoring and Technologies, Inc.  
 Identify MBE, WBE, SBE Status: VBE/SBE Address: 8100 N. Austin Avenue  
 City, State, Zip Code: Morton Grove, IL 60053  
 Contact Person: Jason Cristino Telephone Number: 847-324-3309  
 E-mail Address: jcristino@emt.com  
 Dollar Amount of Participation: \$ 13,500 Percent of Participation: 3 %  
 Scope of Work: Analytical Services
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2. Name of VBE: \_\_\_\_\_  
 Identify MBE, WBE, SBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
 City, State Zip Code: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
 Scope of Work: \_\_\_\_\_
- 
3. Name of VBE: \_\_\_\_\_  
 Identify MBE, WBE, SBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
 City, State Zip Code: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
 Scope of Work: \_\_\_\_\_
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4. Name of VBE: \_\_\_\_\_  
 Identify MBE, WBE, SBE Status: \_\_\_\_\_ Address: \_\_\_\_\_  
 City, State, Zip Code: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 E-mail Address: \_\_\_\_\_  
 Dollar Amount of Participation: \$ \_\_\_\_\_ Percent of Participation: \_\_\_\_\_ %  
 Scope of Work: \_\_\_\_\_

Attach a copy of qualifications for each VBE firm