


INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: July 16, 2019

TO: Joseph Kratzer, Managing Civil Engineer

FROM: Regina D. Berry, Diversity Administrator 

SUBJECT: Request for Proposal 18-RFP-23 Project C-Willow Springs Professional Services to Conduct Preliminary Engineering for a Flood Control Project in Various Locations in Cook County

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

Classification Type	Business Name	Contact
MBE	DB Sterlin Consultants, Inc.	Regine Jeune
WBE/SBE	Environmental Design International, Inc.	Graig Neville
WBE/SBE	Rubino Engineering, Inc.	Michelle Lipinski

The Minority, Women and Small Business Enterprises goals for the above contract are 20% MBE, 10% WBE and 10% SBE. According to the MBE/WBE/SBE Commitment Form, Mott MacDonald, LLC commits to the following goals:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
20%	11.3%	*

* WBEs are SBEs

The Consultant, Mott MacDonald, LLC, has met the requirements of Appendix A.

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, Fisher, file (2)

MBE/WBE/SBE COMMITMENT FORM

1. Name of MBE/WBE/SBE: DB Sterlin Consultants, Inc.
 Identify MBE, WBE, SBE Status: MBE Address: 123 N. Wacker Drive, Suite 2000
 City, State, Zip Code: Chicago, IL 60606
 Contact Person: Regine Jeune Telephone Number: 312.857.1006
 eMail Address: rjeune@dbsterlin.com
 Dollar Amount of Participation: \$ 40,019 Percent of Participation: 20 %
 Scope of Consulting Contract: Bridge Conditions Analysis, Real Estate Considerations & Utility Coordination, Cost Estimation, Prelim. Design
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2. Name of MBE/WBE/SBE: Environmental Design International Inc.
 Identify MBE, WBE, SBE Status: MBE/
WBE/ Address: 33 West Monroe Street, Suite 1825
SBE City, State Zip Code: Chicago, IL 60603
 Contact Person: Graig Neville Telephone Number: 312.345.1400
 eMail Address: gneville@envdesigni.com
 Dollar Amount of Participation: \$ 13,699 Percent of Participation: 6.9 %
 Scope of Consulting Contract: Survey, Environmental, Wetland
-
3. Name of MBE/WBE/SBE: Rubino Engineering, Inc.
 Identify MBE, WBE, SBE Status: WBE/ Address: 425 Shepard Drive
SBE City, State Zip Code: Elgin, IL 60123
 Contact Person: Michelle Lipinski Telephone Number: 847.931.1555
 eMail Address: michelle.lipinski@rubinoeng.com
 Dollar Amount of Participation: \$ 8,812 Percent of Participation: 4.4 %
 Scope of Consulting Contract: Geotechnical
-
4. Name of MBE/WBE/SBE: _____
 Identify MBE, WBE, SBE Status: _____ Address: _____
 City, State, Zip Code: _____
 Contact Person: _____ Telephone Number: _____
 eMail 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. Complete a separate form for each project and note the project designation, i.e. A, B, C, D, E, or F above.

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: Engineering

DATE: July 3, 2019

TO: Regina D. Berry
Diversity Administrator

FROM: Joseph Kratzer *JK/KAK*
Managing Civil Engineer, Stormwater Management

SUBJECT: Request for Proposal 18-RFP-23 Professional Services to Conduct
Preliminary Engineering For A Flood Control Project In Various Locations
in Cook County Consultant Interviews

The Best and Final Offers (BAFOs) for the subject Request for Proposal were received April 26, 2019. Based on the written proposal, interview, and the BAFO, Mott MacDonald is recommended for award of 18-RFP-23 Project C-Willow Springs. The Diversity Section administrator set the Affirmative Action goals for this contract at 20 percent Minority Business Enterprise, 10 percent Women Business Enterprise and 10 percent Small Business Enterprise, per the attached memorandum dated November 8, 2018.

Please review and confirm that the attached proposal submitted by Mott MacDonald and their selected sub-consultants comply with the District's Affirmative Action requirements.

The contact information for Mott MacDonald, is as follows:

Mr. Stephen B. Polen, P.E.
Senior Vice President
Mott MacDonald.
Suite 2520
Chicago, IL 60603
T: (312) 894-5372 F: (412) 497-2901

Please review the Affirmative Action requirements for the subject contract and respond by memorandum to my office by COB July 17, 2019.

If you have any questions, please contact Mr. Richard Fisher, of my staff, at x1-5479.

RF:
Attachments
cc: K. Piper-Cannon w/o attachments

RECEIVED

JUL 03 2019

Diversity Section