

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: December 4, 2017

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator

SUBJECT: 17-RFP-32, Insurance Broker Services

BROKER: Willis of Illinois, Inc.

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

Classification Type	Business Name	Officer
MBE	AVI, Inc.	John Pihir
WBE	RMIS	Celeste Watts
SBE	W.A. George Insurance	Mercedes George

The Minority, Women and Small Business Enterprises goals for the above contract are 10% MBE, 5% WBE and 10% SBE. According to the draft agreement, Willis of Illinois, Inc. commits to the following goals:

<u>MBE</u>	<u>WBE</u>	<u>SBE</u>
10%	5%	10%

The Consultant, Willis of Illinois, Inc. 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. LoCasio, Director of Procurement and Materials Management
Shields-Wright (Law), L. Cornier, Joplin, file (2)

APPENDIX 10 MINORITY, WOMEN, AND SMALL BUSINESS REQUIREMENTS

MBE/WBE/SBE COMMITMENT FORM

1. Name of MBE/WBE/SBE: W.A. George Insurance
 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: \$ 12,000 Percent of Participation: SBE - 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: RMIS
 Identify MBE, WBE, SBE Status: WBE / SBE Address: 155 North Michigan Ave.
 City, State Zip Code: Chicago, IL 60601
 Contact Person: Celeste Watts Telephone Number: (312) 819-1065
 Dollar Amount of Participation: \$ 6,000 Percent of Participation: WBE - 5 %
 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
 Identify MBE, WBE, SBE Status: MBE / SBE Address: 985 Old Eagle School Road
 City, State Zip Code: Wayne, PA 19087
 Contact Person: John Pihir Telephone Number: (610) 687-4076
 Dollar Amount of Participation: \$ 12,000 *subject to wholesale placement Percent of Participation: MBE - 10 %
 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.