

**ATTACHMENT A**  
**MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR**  
**COMMITMENT FORM**

In accordance with IC 4-13-16.5 and 25 IAC 5, it has been determined that there is a reasonable expectation of Minority and/or Women Business Enterprise subcontracting opportunities on a contract awarded under this RFP. The MWBE Subcontractor Commitment form is **Attachment A**. The MWBE Subcontractor Commitment Form is to be submitted as a part of the Respondent's proposal. In order for the subcontractor commitment to result in evaluation points for the Respondent, the entity must be on the State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>.

If participation is met through use of respondents who supply products and/or services directly to the Respondent, the Respondent must provide a description of products and/or services provided that are directly related to this proposal and the cost of direct supplies for this proposal. Respondents must complete the Subcontractor Commitment Form in its entirety. The amount entered in "**TOTAL BID AMOUNT**" should match the amount entered in the **Attachment D**, Cost Proposal Template (Cost Summary tab, cell C33). The MBE and/or WBE subcontractor amount and subcontractor percentage is based on the initial term of the contract for scoring purposes only. The subcontractor commitment shall apply to the life of the contract including any time after the initial term.

Failure to meet these goals will affect the evaluation of your Proposal. The Department reserves the right to verify all information included on the MBE/WBE Subcontractor Commitment Form.

**Prime Contractors must ensure that the proposed subcontractors meet the following criteria:**

- Must be on the State of Indiana Certified M/W/IVOSB list at <https://www.in.gov/idoa/mwbe>, **on or before** the proposal due date
- Prime Contractor must include with their proposal the subcontractor's M/WBE Certification Letter provided by IDOA, to show current status of certification.
- Each firm may only serve as one classification – MBE, WBE, or IVOSB (see section 1.22)
- A Prime Contractor who is an MBE or WBE must meet subcontractor goals by using other listed certified firms. Certified Prime Contractors cannot count their own workforce or companies to meet this requirement (see 25 IAC 5-6-2(d))
- **Must serve a Valuable Scope Contribution (VSC). The firm must serve a value-added purpose on the engagement, as confirmed by the State.**
- Must provide goods or services only in the industry area for which it is certified.
- Must be used to provide the goods or services specific to the contract.
- National Diversity Plans are generally not acceptable

**MINORITY & WOMEN'S BUSINESS ENTERPRISES RFP SUBCONTRACTOR LETTER OF COMMITMENT (MWBE)**

A signed letter(s), on company letterhead, from the MBE(s) and/or WBE(s) must accompany the MWBE Subcontractor Commitment Form. Each letter shall state and will serve as acknowledgement from the MBE and/or WBE of its subcontract amount, a description of products and/or services to be provided on this project, and approximate date the subcontractor will perform work on this contract. The MBE and/or WBE subcontractor amount and subcontractor percentage is based on the initial term of the contract for scoring purposes only. The subcontractor commitment shall apply to the life of the contract including any time after the initial term.

The State may deny evaluation points if the letter(s) is/are not attached, not on company letterhead, not signed and/or does not reference and match the subcontract amount, subcontract amount as a percentage of the "**TOTAL BID AMOUNT**" and the anticipated period that the Subcontractor will perform work for this solicitation.

By submission of the Proposal, the Respondent acknowledges and agrees to be bound the rules and requirements of the State's M/WBE Program. Questions involving the regulations governing the MWBE Subcontractor Commitment Form should be directed to: Division of Supplier Diversity at (317) 232-3061 or the Supplier Diversity website at <https://www.in.gov/idoa/mwbe>.

**STATE OF INDIANA MBE/WBE SUBCONTRACTOR COMMITMENT FORM**

RFP#: 24-75270

**TOTAL BID AMOUNT: 1,853,323.04**

<input checked="" type="checkbox"/> MBE Firm <input type="checkbox"/> WBE Firm			
<b>Company Name:</b> Ark Engineering Services, Inc.		<b>Contact Person:</b> Wesley K. Paul, P.E., C.H.M.M	
<b>Address:</b> 7750 Madison Avenue Indianapolis, Indiana 46227		<b>E-mail:</b> wpaul@ark-esi.com	
		<b>Telephone Number:</b> 317.787.3700	<b>Fax Number:</b> 317.936.3137
<b>Sub-Contract Amount:</b> \$28,395.20		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract.</b>  Environmental Services, Groundwater Sampling. These services are requirements within the scope of work provided by IDEM.	
<b>Sub-Contract Percentage of Total Bid:</b> 1.53%			
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b>			
<ul style="list-style-type: none"> <li>Groundwater Sampling: June 2024, 2025, 2026, and 2027</li> </ul>			

<input type="checkbox"/> MBE Firm <input checked="" type="checkbox"/> WBE Firm			
<b>Company Name:</b> Crane Environmental Services, LLC		<b>Contact Person:</b> Ellen Mullen	
<b>Address:</b> 6745 South Gray Road, Suite I Indianapolis, IN 46237		<b>E-mail:</b> Ellen@crane-es.com	
		<b>Telephone Number:</b> 812.909.0829	<b>Fax Number:</b> 812.909.0471
<b>Sub-Contract Amount:</b> \$205,474.00		<b>Describe service/product to be provided and how this is a Valuable Scope Contribution of the Contract:</b>  GES system sampling: Monthly, Quarterly, and Semi-annually. These services are requirements within the scope of work provided by IDEM.	
<b>Sub-Contract Percentage of Total Bid:</b> 11.09%			
<b>Provide approximate dates when Sub-Contractor will perform on this project:</b>			
<ul style="list-style-type: none"> <li>Monthly GES Sampling: First Week of Each Month in 2024, 2025, 2026, 2027</li> <li>Quarterly GES Sampling: March 2024, 2025, 2026, and 2027                             <ul style="list-style-type: none"> <li>June 2024, 2025, 2026, and 2027</li> <li>September 2024, 2025, 2026, and 2027</li> <li>December 2024, 2025, 2026, and 2027</li> </ul> </li> <li>Semi-Annual GES Sampling: June 2024, 2025, 2026, and 2027                             <ul style="list-style-type: none"> <li>December 2024, 2025, 2026, and 2027</li> </ul> </li> <li>Groundwater Sampling: June 2024 (will assist for the first year only)</li> </ul>			

August Mack Environmental, Inc.  
 Respondent Firm  
 1302 North Meridian Street, Suite 300  
 Address  
 Indianapolis, IN 46202  
 City/State/Zip Code  
 Zach Ramey

317.916.8000  
 Telephone Number  
 317.916.8001  
 Fax Number  
 zramey@augustmack.com  
 Email

Representative  
October 12, 2023  
Date

Authorizing Signature  
Bryan Petriko, Vice President  
Printed Name and Title

Please check if additional forms are attached.  
Page \_\_\_\_\_ of \_\_\_\_\_

**FORM MUST BE COMPLETED IN ITS ENTIRETY WITH COMPLETED LETTERS OF COMMITMENT.**



**ARK ENGINEERING SERVICES INC.**

P.O. Box 47405  
 Indianapolis, Indiana 46247  
 Tel: 317.787.3700  
 Fax: 317.787.4700  
 www.ark-esi.com

October 3, 2023

Attn: Mr. Jeremiah Miller  
 Project Manager  
 August Mack Environmental  
 1302 North Meridian St., Suite 300  
 Indianapolis, IN 46202

Re: Groundwater Sampling  
 Former Continental Steel  
 Site Kokomo, IN  
 Proposal Number: PN-2883

Dear Mr. Miller,

Ark Engineering Services Inc. (Ark) is pleased to provide August Mack Environmental, Inc. (AME-client) with this proposal for groundwater sampling at the Former Continental Steel Site located in Kokomo, Indiana. The cost includes labor and materials only. Equipment for sampling will be provided by AME. A breakdown of cost estimate per sampling event is presented below:

<b>Groundwater Sampling per event</b>				
Task	Quar	Unit	Rate	Extension
Travel to and from site	3	hrs	\$ 78.00	\$234.00
Sampling 10hr per day for 7 days	70	hrs	\$ 78.00	\$5,460.00
Mobilization	0.5	hrs	\$ 78.00	\$39.00
Deliver samples to lab	1	hrs	\$ 78.00	\$78.00
Purge water disposal 10 wells	1.5	hrs	\$ 78.00	\$117.00
Project Management coordination	0.5	hrs	\$ 85.00	\$42.50
Mileage including travel to site, sample delivery & sampling equipment pick up	76	mi	\$ 0.56	\$42.56
Lodging 5 days	6		\$ 135.00	\$810.00
Per Diem 5 days	6		\$ 30.00	\$180.00
<u>Supplies</u>				
Nitrile Gloves	1	ls	\$ 10.00	\$11.50
Paper towels	1	case	\$ 10.00	\$11.50
Nylon rope	1	ls	\$ 10.00	\$11.50
Large tray for decon	1	ls	\$ 30.00	\$34.50
Five gallon wash buckets @3.25ea	2	ls	\$ 3.25	\$3.74
1 gallon simple green	1	ls	\$ 10.00	\$11.50
Trash bags, cleaning brush	1		\$ 10.00	\$11.50
<b>Total</b>				<b>\$7,098.80</b>

**The total cost for four sampling events is \$28,395.20**, which is 1.53% of August Mack Environmental, Inc.'s total bid. Ark plans to perform the sampling events in June of 2024, 2025, 2026, and 2027.

Ark is an MBE firm certified by Indiana Department of Administration.

Ark appreciates the opportunity to provide you with this proposal and looks forward to working with you on this project. If you have any questions or comments regarding this submittal, please do not hesitate to contact me at 317.787.3700 or wpaul@ark-esi.com.

Sincerely,  
**ARK ENGINEERING SERVICES INC.**

A handwritten signature in black ink that reads "Wesley K. Paul". The signature is written in a cursive style with a large, sweeping initial 'W'.

Wesley K. Paul, P.E., C.H.M.M.  
President



# STATE OF INDIANA

Eric J. Holcomb, Governor

DEPARTMENT OF ADMINISTRATION  
Division of Supplier Diversity

Indiana Government Center South  
402 West Washington Street, Room W462  
Indianapolis, IN 46204  
(317) 232 - 3061

April 14, 2022

Mr. Wesley K. Paul  
**Ark Engineering Services, Inc.**  
7750 Madison Ave  
Indianapolis, IN 46227

Subject: Application for MBE Certification

Dear Mr. Paul,

**Congratulations!** The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Ark Engineering Services, Inc.** is hereby certified as a Minority Business Enterprise (MBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Minority Business Enterprise participation:

### UNSPSC CODE(S)

<i>Code</i>	<i>Description</i>
20111500	Drilling and exploration equipment
71121616	Well drilling supervision
76130000	Toxic and hazardous waste cleanup
77000000	Environmental Services
77101500	Environmental impact assessment
77101504	Environmental Impact Assessment EIA services
77102000	Environmental Reporting Services
81100000	Professional engineering services

On September 13, 2010, the Governor’s Commission on Supplier Diversity approved the department’s effort to streamline its recertification process. Instead of conducting an onsite visit to each company seeking recertification, the department now has the discretion to waive the visit after a thorough review of the company’s file and recertification documents. We have approved your recertification and it is valid through **April 30, 2025**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time with certified companies.

Although your certification is valid for three years, you are required to submit an annual *Affidavit of Continued Eligibility (ACE)* form, located at [www.in.gov/idoa/mwbe/files/ACE\\_Form.pdf](http://www.in.gov/idoa/mwbe/files/ACE_Form.pdf). Please remember that you must notify us immediately if any changes occur. Failure to notify us of changes or to provide an ACE form annually will result in the revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership, and control.

Referencing: Ark Engineering Services, Inc.

We encourage you to visit IDOA's procurement website, [www.in.gov/idoa/2464.htm](http://www.in.gov/idoa/2464.htm), and update your Business Registration Profile. You must review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities.

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <https://www.in.gov/idoa/mwbe/2743.htm> to verify your certification status. Please contact our office at (317) 232-3061 or [mwbe@idoa.in.gov](mailto:mwbe@idoa.in.gov) if you have any other questions or concerns about your letter.

Sincerely,

*Kesha Rich*

Kesha Rich, Director of Certification  
Indiana Department of Administration  
Division of Supplier Diversity



October 11, 2023

August Mack Environmental, Inc.  
1302 North Meridian Street  
Suite 300  
Indianapolis, IN 46202

RE: Indiana Department of Environmental Management Request For  
Proposal 24-75270  
Continental Steel Superfund Site Services

Dear Sir:

I am sending you this letter to give notice and verification that **Crane Environmental Services, LLC is an INDOT Certified Women's Business Enterprise (WBE)**. Crane Environmental Services, LLC (WBE) intends to provide the following services at the indicated amount as they relate to RFP 24-75270 beginning on October 12, 2023 and ending at the contract completion date of October 11, 2027.

Attachment K – Scope of Work - Task 3: Sampling and Analysis, 3a: GES System Sampling: Monthly, quarterly, and semi-annual. Samples will be collected from the GES system to comply with the current Kokomo Wastewater Treatment Plant discharge permit, included in the O&M Plan. Parameters, frequency, and analysis methods from Table 1B of the permit, as well as the 2020 USEPA R5 Continental Steel QAPP Addendum 2 (QAPP Addendum 2) Worksheets 18-2, #19 and #30, as well as Figure 2 for locations of GES systems and discharge points will be adhered to. 3b: Annual groundwater sampling assistance for Year 1 only. The sampling will be conducted at all monitoring wells that are screened at shallow, intermediate, and deep depths. Sixty-eight wells will be gauged, of which 50 will be samples for VOCs and water quality parameters.

3a GES System Sampling – Monthly, quarterly, and semi-annual will be completed for the following yearly costs:

- Year 1 - \$45,058.00 (Forty-Five Thousand Fifty-Eight Dollars and Zero Cents.)
- Year 2 - \$45,926.00 (Forty-Five Thousand Nine Hundred Twenty-Six Dollars and Zero Cents.)
- Year 3 - \$47,470.00 (Forty-Seven Thousand Four Hundred Seventy Dollars and Zero Cents.)
- Year 4 - \$49,164.00 (Forty-Nine Thousand One Hundred Sixty-Four Dollars and Zero Cents.)

3b Annual Groundwater monitoring – Crane will supply one person to assist for the first year of groundwater sampling of the monitoring wells.

- Year 1 - \$17,856.00 (Seventeen Thousand Eight Hundred Fifty-Six Dollars and Zero Cents.)

**The 4 Year Total is \$205,474.00** (Two Hundred Five Thousand Four Hundred Seventy-Four Dollars and Zero Cents) which is 11.09% of August Mack Environmental, Inc.'s total bid. Based on the scope of work outlined above, we expect to be on the site the following approximate dates:

- Monthly GES Sampling: First Week of Each Month in 2024, 2025, 2026, 2027
- Quarterly GES Sampling
  - March 2024, 2025, 2026, and 2027
  - June 2024, 2025, 2026, and 2027
  - September 2024, 2025, 2026, and 2027
  - December 2024, 2025, 2026, and 2027
- Semi-Annual GES Sampling:
  - June 2024, 2025, 2026, and 2027
  - December 2024, 2025, 2026, and 2027
- Groundwater Sampling: June 2024 (will assist for the first year only)

The Indiana WBE certification is attached. Sincerely,

Ellen R. Crane Mullen, CPESC, SWQM, CERA President

921 Keck Ave., Evansville, IN 47711 • 6745 S. Gray Road, Suite I, Indianapolis, IN 46237

Phone: (812) 909-0829 • (317) 672-2310 Fax: (812) 909-0471 E-mail: ces@crane-es.com



# STATE OF INDIANA

Eric J. Holcomb, Governor

DEPARTMENT OF ADMINISTRATION  
Division of Supplier Diversity

Indiana Government Center South  
402 West Washington Street, Room W462  
Indianapolis, IN 46204  
(317) 232 - 3061

July 12, 2021

Ms. Ellen Mullen  
**Crane Environmental Services, LLC**  
4209 Highway 41N, Suite 24  
Evansville, IN 47711

Subject: Application for WBE Certification

Dear Ms. Mullen,

**Congratulations!** The Indiana Department of Administration, Division of Supplier Diversity is pleased to inform you that **Crane Environmental Services, LLC** is hereby certified as a Women's Business Enterprise (WBE).

Your company provides a commercially useful function in the areas listed below. Only work performed in these areas will be counted towards Women's Business Enterprise participation:

### UNSPSC CODE(S)

<i>Code</i>	<i>Description</i>
70131503	Erosion control services
70171602	Water testing services
70171800	Drainage services
71122400	Well testing services
71122505	Water or gas testing services
77100000	Environmental management
80101600	Project management
81102000	Mining engineering
81102500	Permitting services
81102600	Sampling services

On September 13, 2010, the Governor's Commission on Supplier Diversity approved the department's effort to streamline its recertification process. Instead of conducting an onsite visit to each company seeking recertification, the department now has the discretion to waive the visit after a thorough review of the company's file and recertification documents. We have approved your recertification and it is valid through **July 31, 2024**. Please note that IDOA continues to reserve the right to conduct a site visit or phone interview at any time to certified companies.

Although your certification is valid for a three-year period, you are required to submit an annual **Affidavit of Continued Eligibility (ACE)** form, located at [https://www.in.gov/idoa/wbt/DSDCert\\_ACE/index.html](https://www.in.gov/idoa/wbt/DSDCert_ACE/index.html). Please remember you must notify us immediately if any changes occur. Failure to notify us of changes or to provide an ACE form annually will result in revocation of your certification. Changes include, but are not limited to, changes in location, contact information, ownership and control.

Referencing: Crane Environmental Services, LLC

We encourage you to visit IDOA's procurement website, [www.in.gov/idoa/2464.htm](http://www.in.gov/idoa/2464.htm), and update your Business Registration Profile. It is important that you review and update your profile regularly, because state purchasing agents and prime contractors may use this information to contact you for business opportunities.

While this letter serves as notification of certification, it does not serve to prove continued eligibility. Please visit <https://www.in.gov/idoa/mwbe/2743.htm> to verify certification status. Please contact our office at (317) 232-3061 or [mwbe@idoa.in.gov](mailto:mwbe@idoa.in.gov) if you have any other questions or concerns about your letter.

Sincerely,

*Kesha Rich*

Kesha Rich, Director of Certification  
Indiana Department of Administration  
Division of Supplier Diversity