

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO

DEPARTMENT: General Administration  
Diversity Section

DATE: March 1, 2019

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of Request for Proposal 19-RFP-18 On-Site Training Services: Sexual Harassment and other Inappropriate Workplace Behaviors and the Value of Diversity

Our review of this Request for Proposal indicates that Affirmative Action goals are not recommended.

The District is seeking a vendor to provide on-site training services on sexual harassment and other inappropriate workplace behaviors for all employees. The estimated cost for these services is \$275,000.00.

The requested services do not provide practical or cost-effective opportunities for subcontracting. Therefore, the Affirmative Action Appendix A should not be included.

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

RDB/PCS  
Attachment

c: Darlene A. LoCascio, Director of Procurement and Materials Management  
Shields-Wright, Powell, file (2)