

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: December 20, 2022

TO: Darlene A. LoCascio, Director of Procurement and Materials Management

FROM: Regina D. Berry, Diversity Administrator 

SUBJECT: Goal Review of Contract 23-028-11 – Furnish and Deliver Paper Filters to Various Locations for a One-Year Period – Group A

Our review of this contract and specifications indicates that Affirmative Action goals are not recommended. The Affirmative Action Ordinance Revised Appendix D and Appendix V will not be included in this contract.

This project with a total estimated cost of \$155,000.00 requires the Contractor to furnish and deliver laboratory filters to various locations for a one-year period on an as-needed basis. This contract will replenish and maintain supply of the specified laboratory filters at the various District stores.

There are no MBE/WBE/SBE/VBE's that are a direct distributor to the specific manufacturers as specified in the contract. After contacting the vendors on the availability list, 4 companies were found to be 3rd party distributors. They would be required to purchase the filters from a direct distributor of the specified manufacturers, since neither of the companies are an authorized distributor with the ability to independently purchase directly from the manufacturers. Therefore, the Affirmative Action Ordinance Revised Appendix D and Appendix V are not applicable to this contract.

If you have any questions, please contact Malisa Torres, Diversity Officer, at extension 1-5711.

RDB:MGT

Attachments

c: Cornier, Morakalis, Tyes, Torres, file