

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: February 6, 2025

TO: Ted J. Kosowski, Director of Human Resources

FROM: Richard L. Martinez, Jr., Acting Diversity Administrator

Richard L. Martinez, Jr.

SUBJECT: Review of License and Software Maintenance Renewal for Cornerstone OnDemand, Inc.

Our review of this contract indicates that affirmative action goals are not recommended.

The District seeks to renew the licenses, learning content, and software maintenance for the learning and performance management system, Cornerstone OnDemand, Inc., at a cost of \$385,330.06.

Given that the contract price consists solely of renewal licenses, learning content and maintenance fees, the requested services do not provide practical opportunities for direct subcontracting. Moreover, since Cornerstone OnDemand, Inc. is the sole provider of these services, Appendices A and V should not be included.

Should you have any questions, please contact Ms. PJ Spencer, Senior Diversity Officer, at spencerpj@mwr.org.

RLM/PCS

c: Darlene A. LoCascio, Director of Procurement and Materials Management
Morakalis, Powell, Cornier, Lopez, Valdez, file (2)