

## INTEROFFICE MEMORANDUM

### METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** July 17, 2025

**TO:** Ted J. Kosowski, Director of Human Resources

**FROM:** Richard L. Martinez, Jr., Diversity Administrator *RLM/PCS*

**SUBJECT:** **Goal Review of Contract 25-304-11 – Annual Maintenance, Repairing, Recharging, and Hydrostatic Pressure Testing of Portable Fire Extinguishers for a Three (3) Year Period to Various Locations**

Our review of this contract and specifications indicates that Affirmative Action goals are not recommended.

This project with a total estimated cost of \$210,000.00 requires the contractor to perform annual maintenance, repairs, charging, and hydrostatic pressure testing of portable fire extinguishers, on an as needed basis, throughout the District for a 3-year period from approximately January 1, 2026, through December 29, 2028.

A search of the MBE/WBE/VBE database resulted in a limited number of MBEs, WBEs or VBEs that can furnish all necessary labor, materials, and maintain the C02, Halon 1211, FE36 and stored Pressure Dry Chemical Extinguishers that are multipurpose ABC type. Therefore, the Affirmative Action Ordinance Revised Appendix D and Appendix V will not be included in this contract because of the limited availability of MBE/WBE/VBE participants and the specialization of the project.

If you have any questions, please contact Ouidie M. Pollard, Diversity Officer, at (773) 370-5428.

RLM:omp

Attachment

c: LoCascio, Cornier, Morakalis, Lopez, Valdez, Garcia, Delathouwer, Kunath