

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: April 23, 2019

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of 19-RFP-19 On-site Mobile Drug and Alcohol Testing Services

Our review of the draft RFP indicates that this RFP should not contain goals for Affirmative Action participation. Affirmative Action participation goals are applicable to District proposals where the estimated total expenditure is in excess of \$100,000.00. Since the estimated cost for these services is \$45,000.00, Affirmative Action participation goals will not apply.

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
Morakalis, Cornier, file (2)