

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: June 30, 2025

TO: Catherine A. O'Connor, Director of Engineering

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

Richard L. Martinez, Jr.

SUBJECT: Goal Review for Contract 21-092-3P, Battery E Activated Sludge Facility, Terrence J. O'Brien Water Reclamation Plant – 98% Diversity Review - **Revised**

We have reviewed the specifications for the subject contract and the material, labor, equipment, and man-hours breakdown by trades. The work under this contract should be classified as "General and Heavy Construction." The associated Minority Business Enterprise (MBE), Women Business Enterprise (WBE), and Veteran Business Enterprise (VBE) individual goals are: **20% MBE, 10% WBE, and 3% VBE**. The goals should be specified in the Invitation to Bid, the Proposal, and the Agreement.

The MBE and WBE utilization goals do not apply to the portion of the work assigned to OWR's DCS supplier ABB. The sole source supplier ABB is to supply the DCS equipment and the appurtenances. The estimated dollar amount of services being provided by the company is \$3,270,000.00.

In addition:

- A Pre-Bid Conference **must be** conducted.
- A Suppliers Exception **has not been** recommended.
- The Affirmative Action Ordinance Revised Appendix D, dated December 31, 2022, **must be** included.
- Appendix K **does not apply**.
- Assist Agency List **must be** included.
- Appendix C **does not apply**.
- Appendix V **must be** included.
- The following language **must be** included: "The Contractor must use the District's online compliance monitoring system administered by the Diversity Section for payment and reporting purposes, in order to fulfill the Affirmative Action Program requirements."

Also, please refer to the attached **Revised** memo, June 14, 2023, for new boiler plate language. This language should be consistent in its incorporation in the Invitation to Bid, the Proposal, and the Agreement.

If you have any questions, please contact Desirée Foster, Diversity Officer, at extension 1-4036.

RLM:DAF
Attachment

cc: D. LoCascio, Morakalis, Shetty, Cornier, Kunath, N. Lopez, Valdez, file