


INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: May 1, 2023

TO: Darlene LoCascio, Director of Procurement and Materials Management

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

SUBJECT: **Goal Review for Contract No. 23-030-11 "Furnish and Deliver Lubricants to Various Locations for a One-Year Period."**

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

The purpose of this contract is to furnish and deliver lubricants to various locations for a one-year period. There are 23 items/lubricants on this contract. Each of the 23 items/lubricants are treated as individual groups and will be awarded as such.

Estimated cost for each item are not in excess of one hundred thousand dollars (\$100,000.00). Affirmative action participation goals are applicable to District contracts where the total approved expenditure is in excess of one hundred thousand dollars (\$100,000.00). Therefore, the Appendix D and Appendix V are not applicable.

If you have any questions, please contact Diversity Officer, Ouidie Pollard, at extension 1-3029.

RDB:omp

Attachment

cc: L. Cornier, S. Morakalis, S. Kowalski