


INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: April 3, 2023

TO: Diane LoCascio, Director of Procurement and Materials Management

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

**SUBJECT: Goal Review of Contract 23-013-11 – Furnish and Deliver Calibration Gases
for a One-Year-Period**

Our review of this contract indicates that this contract should not contain goals for Affirmative Action participation. The total estimated is thirty-three thousand dollars (\$33,000.00).

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). Since the estimated total cost for this contract is thirty-three thousand dollars (\$33,000.00), Affirmative Action participation goals will not apply. Therefore, the Affirmative Action Ordinance Revised Appendix D and the Appendix V should not be included.

If you have any questions, please contact Denise Hardney, Diversity Officer, at extension 14030.

RLM:DH

Attachment

c: D. LoCascio, L. Cornier, S. Morakalis, M. Grosko, S. Kowalski, Hardney, file