

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration,
Diversity Section

DATE: March 3, 2019

TO: John P. Murray, Director of Maintenance and Operations

FROM: Regina D. Berry, Diversity Administrator

SUBJECT: **Goal Review of Contract 20-650-11 – Pavement Rehabilitation at Various Service Areas**

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 "Concrete." The associated Minority Business Enterprises (MBE), Women's Business Enterprises ("WBE") and Small Business Enterprises (SBE) individual goals are: **20% MBE, 10% WBE and 10% SBE**. The goals should be specified in the Invitation to Bid, the Proposal, and the Agreement.

In addition:

- A Pre-Bid Conference should be conducted.
- A Suppliers Exception **has not** been recommended.
- The Affirmative Action Ordinance Revised Appendix D, dated June 4, 2015, **must** be included.
- Appendix K **should not** be included.
- Assist Agencies List **must** be included.
- Appendix C **must** be included.
- Appendix V **should not** be included.

Also, please refer to the attached **Revised** memo dated August 15, 2016, 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 Diversity Officer, Fred Fortier, at extension 1-4032.

RDB:FLF

Attachments

c: D. LoCascio, S. Morakalis, B. Kaunelis, M. Grosko, S. Genser, J. Chang, L. Cornier, F. Fortier, file