

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: May 18, 2022

TO: John Sudduth, Director of Information Technology

FROM: Regina D. Berry, Diversity Administrator *RDB*

SUBJECT: Request for Proposal 22-RFP-14, SAP Consulting Services

Our review of this RFP indicates that Affirmative Action goals should be "tailored" at 15% MBE and/or WBE and 10% SBE. Appendix V should not be included.

The following language should be inserted in the Request for Proposal:

The Contractor agrees to 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 requirements.

All other references to minority, women and small business requirements (Appendix A) and the Affirmative Action goals should remain in the RFP.

If you have any questions, please contact PJ Spencer, Diversity Officer, at extension 1-5876.

RDB/PCS

c: Ms. Darlene A. LoCascio, Director of Procurement and Materials Management
Morakalis, Cornier, Young, File (2)