

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration,
Diversity Section **DATE:** December 22, 2025

TO: Pinakin V. Desai, Acting Director of Maintenance and Operations

FROM: Richard L. Martinez, Jr., Diversity Administrator *RLM/Mgt*

SUBJECT: Review of Information for Contract 26-935-11, Furnishing and Delivering
Sodium Hydroxide

Our review of this contract and specifications indicates that affirmative action goals are not recommended.

The District is seeking a Contractor to provide all necessary tools, equipment, hoses, connectors, transportation, labor and expertise to furnish, deliver and unload a 50% sodium hydroxide solution into the storage tank at the Stickney Water Reclamation Plant for a twenty-four (24) month period. The estimated total cost for this service is \$1,861,300.00. Our review has determined that there are no practical opportunities for subcontracting available in this contract. Therefore, Appendices D and V should not be included.

If you have any questions, please contact Diversity Officer, Susan M. Schaefer, schaefers@mwr.org.

RLM/SMS

cc: LoCascio, Morakalis, Levy, Cavarretta, Matias, Cornier, Kunath, Lopez, Valdez,
Wunderlich, Schaefer, file