

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: September 5, 2024

TO: David Schmid, Buyer, Procurement and Materials Management

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

Richard L. Martinez, Jr.

SUBJECT: Goal Review of Contract 25-003-11, "Furnish and Deliver Laboratory Disposable Gloves to Various Locations for a One (1) Year Period."

Our review of the associated detail specifications and cost estimates indicates that the subject contract should not contain goals for Affirmative Action participation. Pursuant to the District's Affirmative Action Ordinance Revised Appendix D, Affirmative Action participation goals are applicable where the total approved expenditure exceeds \$100,000.00. Given an estimated total cost of \$66,000.00 for this contract, Affirmative Action goals should not apply. Therefore, Appendices D and V should not be included.

If you have questions concerning this review, please contact Fred Fortier, Diversity Officer, at extension 1-4032.

RLM/FF

Attachments

C: D. LoCascio, S. Morakalis, L. Cornier, P. Kunath, N. Lopez, M. Valdez