

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: March 7, 2025

TO: Kelley McCammon, Buyer

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

Richard L. Martinez, Jr.

SUBJECT: 25-033-11, Furnish and Deliver Air Filters to Various Locations 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 cost for the requested services is \$125,000.00. However, there are three (4) groups, A, B, C and D and each group is less than \$100,000.00.

Affirmative action participation goals are applicable to District contracts where the estimated total expenditure is in excess of \$100,000.00. Since the estimated total cost for Group A is \$70,000.00, Group B is \$13,000.00, Group C is \$10,000.00, and Group D is \$32,000.00 affirmative action participation goals will not apply. Therefore, the Appendix D and the Appendix V should not be included.

Should you have any questions, please contact Mrs. Malisa G. Torres, Diversity Officer, at 1-5711.

RLM:MGT

c: LoCascio, Cornier, Kunath, Morakalis, Valdez, Lopez