

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO

DEPARTMENT: General Administration  
Diversity Section

DATE: May 5, 2021

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of 21-RFP-10 Perform Psychological Evaluations and Fitness for Duty  
Examinations for Selected Employees

Our review of the draft RFP indicates that this RFP should not contain goals for Affirmative Action participation. Affirmative Action participation goals are applicable to District proposals where the estimated total expenditure is in excess of \$100,000.00. Since the estimated cost for these services is \$60,000.00, Affirmative Action participation goals will not apply. Therefore, Appendix A and Appendix V should not be included.

Should you have any questions, please contact PJ Spencer, Diversity Officer, at [spencerpj@mwrdd.org](mailto:spencerpj@mwrdd.org) or extension 1-5876.

RDB/PCS

c: Darlene A. LoCascio, Director of Procurement and Materials Management  
Morakalis, Cornier, May, file (2)