## INTEROFFICE MEMORANDUM METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

**DEPARTMENT:** General Administration

DATE: January 28, 2020

**Diversity Section** 

TO: Dr. Catherine A. O'Connor, Director of Engineering

FROM: Regina D. Berry, Diversity Administrator

SUBJECT: Contract No., 10-882-BF, Streambank Stabilization along Calumet Union

Drainage Ditch – 2<sup>nd</sup> Final Goal and Document Review

We have reviewed the documents and specifications for the subject contract and have determined that work under this contract should be classified "General Construction". The Affirmative Action Ordinance Revised Appendix D, dated June 4, 2015, should be included. The associated MBE, WBE, SBE, and Veteran goals are 20% MBE, 10% WBE, 10% SBE, and 3% Veteran The goals should be specified in the Invitation to Bid, the Agreement and the Proposal. The number of apprentice hours to be included in the contract is 250 minority apprentice hours and 90 female apprentice hours.

## In addition:

- A Pre-Bid Conference should be conducted.
- A Suppliers Exception Should Not be Included.
- The Affirmative Action Ordinance Revised Appendix D, dated June 4, 2015, should be included.
- Appendix V should be included.
- Appendix C should be included.
- Appendix K should be included.

Also, the following actions are recommended:

- 1. Page T-1 remove Exhibit C and add Appendix V.
- 2. Page I-5 / Paragraph 6 remove the following language "If a waiver from the Affirmative Action Ordinance Revised Appendix D requirements is sought, the bidder should include with the bid package documentation of good faith efforts to meet the Affirmative Action Ordinance Revised Appendix D utilization goals. The documentation should be provided with the bid package on the Contractor's Information Form; the form is included in the package containing the contract documents."
- 3. Page A-3 remove Exhibit C and add Appendix V.

Also, please refer to the attached memo, dated February 1, 2019, for new boiler plate language.

number of apprentice hours to be included in the contract is 250 minority apprentice hours and

Appendix K should be included

If you have any questions, please contact Eddie Amin-Rasul, Senior Diversity Officer Officer at (312) 751-4036.

RDB:EAR

Attachments

c: D. LoCascio, S. Morakalis, Pedro Ortiz, File (2)