

**INTEROFFICE MEMORANDUM**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration,  
Diversity Section

**DATE:** May 25, 2022

**TO:** John P. Murray, Director of Maintenance and Operations

**FROM:** Regina D. Berry, Diversity Administrator *RDB RDM*

**SUBJECT:** **Goal Review of Contract No. 22-902-21, Influent Gate Demolition at the Stickney Water Reclamation Plant**

We have reviewed the documents and specifications for the subject contract. The work under this contract should be classified as "Construction Services". The associated Minority Business Enterprise (MBE), Women Business Enterprise (WBE), Small Business Enterprise (SBE) and Veteran-Owned Business Enterprise (VBE) individual goals are: 20% MBE, 10% WBE, 10% SBE and 3% VBE.

In addition:

- A Pre-Bid Conference **should** be conducted
- A Suppliers Exception **has not** been recommended
- The Affirmative Action Ordinance Revised Appendix D, dated December 2, 2021, **must** be included
- Appendix K **should not** be included
- Appendix C **must** be included
- Appendix V **must** be included
- Exhibit C **must not** be included
- Assist Agencies List **must** be included
- The following language **must** be included: "The Contractor agrees to use the District's online compliance monitoring system administered by the Diversity Section for payment and reporting purposes, in order to fulfill the Affirmative Action Program requirements."

Also, please refer to the attached memo, dated January 6, 2022, for new boiler plate language. This language should be consistent in its incorporation in the Invitation to Bid, the Proposal, and the Agreement.

If you have any questions, please contact Diversity Officer, Jason H. Bullock, at extension 14038.

RDB:JHB

Attachments

c: LoCascio, Cornier, Morakalis, Skawski, Roberston, Sobanski, Grosko, Bullock, file