

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** July 8, 2024

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

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

RLM/PCS

**SUBJECT:** **Goal Review for Contract 25-673-11 – Heavy Equipment Maintenance at Various Locations (Groups A & B)**

We have reviewed the specifications for the subject contract and the material, labor, equipment, and man-hour breakdown by trades. Our review indicates that MBE/WBE/VBE goals are not applicable to this contract due to the lack of available M/W/VBE subcontractors to perform the scope of work. The contract scope consists of the maintenance and repair of heavy equipment, i.e., excavators, end-loaders, cranes, tractors, forklifts and other heavy machinery.

The availability research identified no MBEs, WBEs or VBEs as able to perform the scope of services. Therefore, the Affirmative Action Ordinance Revised Appendix D and the Appendix V should not be included in the contract documents.

If you have any questions, please contact Denise Hardney, Diversity Officer, at extension 14030.

RLM: DH  
Attachment(s)

c: D. LoCascio, S. Morakalis, N. Lopez, M. Valdez, E. Staudacher, P. Kunath, R. Frost, L. Cornier,  
D. Hardney, file