


**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration **DATE:** November 14, 2022  
Diversity Section

**TO:** John Murray, Director of Maintenance & Operations

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

**SUBJECT:** **Contract 22-614-11, Elevator Maintenance at Various Locations (Group C)**

**LOW BIDDER:** Parkway Elevators, Inc.

The Bidder, Parkway Elevators, Inc. has submitted company information and “MBE/WBE/SBE Verification Forms” for the firms identified on the Affirmative Action Utilization Plan of the subject contract.

The MBE, WBE AND SBE Utilization Goals for the subject contract are 20% MBE and/or WBE and 10% SBE. According to the bidder’s Utilization Plan, the bidder has committed to the following goals:

<u>M/WBE</u>	<u>SBE</u>
20%	*

Therefore, the bidder, Parkway Elevators, Inc. is in apparent compliance with the requirements of Affirmative Action Ordinance Revised Appendix D.

RDB:CEC

Attachment

c: LoCascio, Cornier, Morakalis, Carthen, File

\*Bidder offers MBE credits to satisfy the SBE requirements