

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** January 13, 2025

**TO:** Steve Lux, Treasurer

*Richard L. Martinez, Jr.*

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

**SUBJECT:** 25-RFP-04, Financial Advisory Services Related to the District Financing Program

Our review of this Request for Proposal indicates that affirmative action goals are not recommended.

The District is seeking to identify qualified financial advisory firms as eligible to provide financial advisory services related to the District's financing program for the next five years. Services requested include: (a) bond sale transaction advisory services; (b) other financial consulting services not related to bond sale transactions; and (c) to select a financial advisor to act as the District's Independent Registered Municipal Advisor ("IRMA"). The estimated cost for the consulting services for the five years is \$180,000, which excludes any costs related to bond sale transactions.

Historically, the Diversity Section has worked closely with the Treasury Department on contracts like this. In these instances, Treasury sets its own aspirational goals for minority-, women-, and veteran-owned business participation, while the Diversity Section assists by reviewing potential firms that meet these criteria. Since the Diversity Section will not be setting specific goals or monitoring compliance during the life of this contract, the Appendix A and Appendix V should not be included.

If you have any questions, please contact Ms. PJ Spencer, Senior Diversity Officer, at [spencerpj@mwr.org](mailto:spencerpj@mwr.org).

RLM/PCS

c: LoCascio, Morakalis, Sin, Delgado, Cornier, Kunath, Lopez, Valdez, Bueconsejo, file (2)