

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: May 16, 2022

TO: Beverly K. Sanders, Director of Human Services

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

SUBJECT: Revised: Review of 22-RFP-09, Deferred Compensation Plan
Investment Consulting Services.

Our review of this RFP indicates that Affirmative Action goals are not recommended.

The District is seeking an investment Consultant to provide services for the deferred compensation plan. The estimated cost of this contract is \$185,000.00 over a three-year period. The breakdown of the cost is \$45,000.00 (year 1 – Standard Investment Review), \$95,000.00 (year 2 – RFP Development Scoring) and \$45,000.00 (year 3 – Standard Investment Review). Affirmative Action participation goals are applicable to District contracts where the estimated total expenditure is in excess of \$100,000.00. Since the estimated cost for these services is less than \$100,000.00 per year, the Affirmative Action Ordinance Revised Appendix A and the Appendix V goals will not apply to this contract.

These types of services are typically performed by a single investment firm and do not provide practical or cost-effective opportunities for direct or indirect subcontracting. Moreover, there is a lack of MBE/WBE/VBE/SBE firms available to perform the requested service.

Due to the scope of work, lack of availability, and estimated annual cost, Appendix A nor V should be included.

If you have any questions and/or concerns, please contact Diversity Officer, Ms. Ouidie Pollard, at extension 1-3029.

RDB:omp

Attachment(s):

cc: LoCascio, Cornier, Morakalis, file