


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

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** April 20, 2022

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

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

**SUBJECT:** ~~Goal Review of Contract 22-617-11 – Power Distribution Equipment~~  
**Inspection and Repairs**

Our review of this contract and specifications indicates that Affirmative Action goals are not recommended. The Affirmative Action Ordinance Revised Appendix D and Appendix V will not be included in this contract.

This 3 year project with a total estimated cost of \$602,100.00 requires the Contractor to provide all transportation, material, equipment, labor and technical supervision to draw and analyze oil samples from District owned distribution transformers as well as apply a nitrogen blanket to the transformers.

The contractor shall be a field service branch of a medium voltage switchgear/distribution equipment manufacturer or a member of the International Electrical Testing Association (NETA), or approved agency.

The contractor shall meet OSHA criteria for accreditation of testing laboratories, Title 29, Parts 1907, 1910, and 1936. Full membership in the NETA shall constitute proof of meeting these criteria. The contractor shall have facilities within a two-hour travel time of work site.

A search of the NETA database to locate firms certified to perform the work resulted in 7 firms in Illinois, 5 firms in Indiana, and 5 firms in Wisconsin. Of the 17 certified firms from NETA's database, none of the firms are MBEs, WBEs, SBEs, or VBEs. Therefore, the Affirmative Action Ordinance Revised Appendix D and Appendix V are not applicable to this contract due to the specialized nature of the work involved. There were no available M/W/S/VBE subcontractors to perform this scope of work.

If you have any questions, please contact Chase Carthen, Diversity Officer at extension x14043.

RDB:CEC

Attachment

c: LoCascio, Cornier, Morakalis, Grosko, Genser, Gonzalez, Carthen, file