

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: March 23, 2022

TO: Catherine A. O'Connor, Director of Engineering

FROM: Regina D. Berry, Diversity Administrator

SUBJECT: Goal Review for Contract 11-187-3F - Addison Creek Channel Improvements, Northlake, Stone Park, Melrose Park, Bellwood, Westchester, and Broadview – 98% Review

We have reviewed the specifications for the subject contract and the material, labor, equipment and man-hour breakdown by trades. The work under this contract should be classified as "General and Heavy Construction." The Socially and Economically Disadvantaged Goals associated with this contract are 20% MBE, 10% WBE, 10% SBE and 3% VBE. The requirements for the Special Training for Apprentices are 3470 *Minority Hours* and 1230 *Female Hours*.

In addition:

- A Pre-Bid Conference should be conducted.
- A Suppliers Exception **has not** been recommended.
- The Affirmative Action Ordinance Revised Appendix D, dated December 2, 2021, must be included
- Appendix K **should** be included
- Assist Agencies List **must** be included
- Appendix C **must** be included
- Appendix V **must** be included
- The following language must be included: "The contractor agrees to use the District's online compliance monitoring system administered by the Diversity Section for payment and reporting purposes, in order to fulfill the Affirmative Action Program requirements."

Also, please refer to the attached **Revised** Memo, dated January 6, 2022, for new boiler plate language. This language should be consistent in its incorporation in the Invitation to Bid, the Proposal, and the Agreement.

If you have any questions, please contact Denise Hardney, Diversity Officer at HardneyD@mwr.org and cc: MartinezR@mwr.org and BerryR@mwr.org.

RDB:DH:JB
Attachment(s)

c: D. LoCascio, S. Morakalis, M. Cosme, L. Cornier, D. Hardney, file