

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: October 16, 2020

TO: J. Michael Cavarretta, Managing Engineer – M&O Asset Management

FROM: Regina D. Berry, Diversity Administrator 

SUBJECT: Contract 21-629-11, "Alimak Manlift Services at Mainstream Pumping Station and Calumet Water Reclamation Plant"

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

This Contract consists of providing full service maintenance for the District's rack and pinion lifts/manlifts for a 3-year term. The work includes regular scheduled maintenance, inspection work, emergency service and miscellaneous repairs and upgrades. The estimated cost of services is \$603,670.00.

Our review of the MBE/WBE/VBE database indicates that there is a lack of MBE/WBE/VBE firms available to perform the requested service. Moreover, maintenance and repair of the Alimak manlift is highly complex and specialized with very few firms in the elevator and lift trade having the requisite skill to perform the service. Therefore, the Affirmative Action Ordinance Revised Appendix D and Appendix V should not be included.

Should you have any questions, please contact PJ Spencer, Diversity Officer, at extension 1-5876.

RDB/PCS

c: Darlene A. LoCascio, Director of Procurement and Materials Management
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