

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: September 25, 2020

TO: John Sudduth, Director of Information Technology

FROM: Regina D. Berry, Diversity Administrator

SUBJECT: Review of AutoDesk AutoCAD Software Renewal

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

The District is seeking to purchase an AutoCAD software license renewal for one year, in an amount not to exceed \$110,832.66.

Given that the contract price consists solely of the licensing fee, the requested service does not provide practical or cost-effective opportunities for direct or indirect subcontracting. Therefore, Appendix A and Appendix V should not be included.

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

RDB/PCS
Attachment

c: Darlene A. LoCascio, Director of Procurement and Materials Management
Morakalis, Cornier, May, Sonta, file (2)