

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: September 2, 2020

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of 20-RFP-09, eLearning Supervisory Skills Training

Our review of the draft RFP indicates that this RFP should not contain goals for Affirmative Action participation. Affirmative Action participation goals are applicable to District proposals where the estimated total expenditure is in excess of \$100,000.00. Since the estimated cost for these services is \$90,000.00, Affirmative Action participation goals will not apply. 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, Bradford, file (2)

INTEROFFICE MEMORANDUM

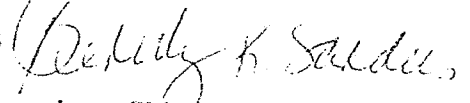
METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO

DEPARTMENT: HUMAN RESOURCES

DATE: August 28, 2020

TO: Regina D. Berry, Diversity Administrator
Darlene A. LoCascio, Director of Procurement & Materials Management
Susan T. Morakalis, General Counsel
John H. Sudduth, Director of Information Technology

FROM: Beverly K. Sanders, Director of Human Resources



SUBJECT: Review for Contract 20-RFP-09, eLearning Supervisory Skills
Training

Your assistance is requested in the review of contract 20-RFP-09. eLearning Supervisory Skills Training. Please return any comments by September 11, 2020.

If you have any questions, please contact Ms. Ebonic Lewis Bradford, Human Resources Analyst, at LewisE@mwrd.org.

BKS:RJB:ELB
Attachment