

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: October 8, 2020

TO: Beverly K. Sanders, Director of Human Resources

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: Review of Request for Proposal 20-RFP-21 Legal Services for Workers' Compensation Defense

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

The District desires to obtain the services of one or more law firms to provide professional legal services related to Workers' Compensation matters. Retained Counsel will be assigned on a case by case basis. It is anticipated that no more than two law firms will be selected to provide legal services for the Workers' Compensation claims. The estimated cost for these services is \$500,00.00 over a three (3) year period.

The work allocated to each firm is typically indivisible. The law firms/attorneys handle cases from beginning to end and no other service is provided. Therefore, the required services do not provide practical opportunities for subcontracting and Appendices A and 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
Morakalis, Cornier, May, B. Gottstein, file (2)