

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** October 8, 2020

**TO:** Mary Ann Boyle, Treasurer

**FROM:** Regina D. Berry, Diversity Administrator



**SUBJECT:** 20-RFP-25 Legal Advisory Services Related to the District Financing Program

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

The District is requesting proposals from qualified law firms to provide legal advisory services for the District's financing program, and other legal advisory services directly or indirectly related to bond sale transactions such as bond counsel, underwriter counsel, tax counsel, and disclosure counsel, for the next five years. The estimated cost for the consulting services is \$235,100.00.

The services requested are considered specialized legal work that requires unique legal expertise and are typically performed by a single firm. Therefore, there are no practical subcontracting opportunities for consultants and Appendices A and V should not be included. However, the Treasury Department has adopted aspirational goals of 30% MBE and/or WBE and 3% percent VBE for District bond sales and other related activities.

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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