

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: August 25, 2021

TO: Susan T. Morakalis, General Counsel

FROM: Regina D. Berry, Diversity Administrator



SUBJECT: **Review of Documents for 21-RFP-24 – Litigation support
Services for a Three (3) Year Period.**

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

The District is seeking a litigation support service supplier for its Law Department for a three (3) year period. The estimated cost of this contract is \$390,000.00. The plan for migration and implementation does not include professional consultant services and is more of a subscription for software license that will be hosted by a licensed/certified vendor.

This RFP does not provide practical opportunities for direct or indirect subcontracting. Therefore, Appendix A and Appendix V should not be included.

If you have any additional questions, please contact Ms. Ouidie Pollard, Diversity Officer at 1-3029.

RDB:omp

Attachment

cc: LoCascio, Cornier, Avery, file