

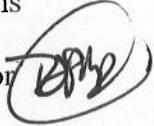
INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: October 2, 2023

TO: John P. Murray, Director of Maintenance and Operations

FROM: Richard L. Martinez, Jr., Acting Diversity Administrator 

SUBJECT: **Goal Review of Contract 24-692-11 – “Utilization and Transportation of Air Dried Biosolids from LASMA, Group A.”**

We have reviewed the specifications for the subject contract and the material, labor and equipment breakdown. The work under this contract should be classified as “Hauling Services.” The associated Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) individual goals are 20% MBE and 13% WBE. The goals should be specified in the Invitation to Bid, the Proposal and the Agreement.

In addition:

- A Pre-Bid Conference **must** be conducted.
- A Suppliers Exception **has not** been recommended.
- The Affirmative Action Ordinance Revised Appendix D dated December 31, 2022, **must** be included.
- Appendix K **should not** be included.
- Assist Agencies List **must** be included.
- Appendix C **must** be included.
- The following language **must** be included: “The Contractor must use the District’s online compliance monitoring system administered by the Diversity Section for payment and reporting purposes, in order to fulfill the Affirmative Action Program requirements.”

Also, please refer to the attached memo dated, June 14, 2023, for new boiler plate language. This language should be consistent in its incorporation in the Invitation to Bid, the Proposal, and the Agreement.

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

RLM:omp

Attachments

cc: LoCascio, Cornier, Morakalis, Grosko, Skawski, Frost, Genser

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FROM: Richard L. Martinez, Jr., Acting Diversity Administrator 

SUBJECT: **Goal Review of Contract 24-692-11 – “Utilization and Transportation of Air Dried Biosolids from CALSMA, Group B.”**

We have reviewed the specifications for the subject contract and the material, labor and equipment breakdown. The work under this contract should be classified as “Hauling Services.” The associated Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) individual goals are 20% MBE and 13% WBE. The goals should be specified in the Invitation to Bid, the Proposal and the Agreement.

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