

**INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

DEPARTMENT: General Administration,
Diversity Section

DATE: October 6, 2025

TO: Scott Kowalski, Buyer

FROM:

Richard L. Martinez, Jr., Diversity Administrator

Richard L. Martinez, Jr.

SUBJECT: Goal Review of Contract 26-002-11, "Furnish and Deliver Bulk Argon to Various Locations for a One-Year Period"

Review of the associated detail specifications and cost estimate indicates that the subject contract should not contain goals for Affirmative Action participation. Although the total estimated cost of the material and services being requested is \$106,000.00, the contract is comprised of two groups (Group A - Bulk Argon) and (Group 1A (MINI) – Cylinder Gases), which have an estimated cost of \$86,000.00 and \$20,000.00, respectively.

In accordance with the District's Affirmative Action Ordinance Revised Appendix D, Affirmative Action participation goals are applicable where the total approved expenditure exceeds \$100,000.00. Given that each of the contract's two groups has an estimated cost of less than \$100,000.00, Affirmative Action goals are not applicable. As a result, appendices D and V should not be included.

If further information concerning this review is required, please contact Fred Fortier, Diversity Officer, at (773) 999-6715.

RLM/FF

Attachment

C: D. LoCascio, S. Morakalis, L. Cornier, P. Kunath, N. Lopez. M. Valdez