

INTEROFFICE MEMORANDUM

METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** August 10, 2023

**TO:** John Murray, Director of Maintenance and Operations

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

**SUBJECT:** Goal Review for Contract 24-698-11 – Underground Utility Locating  
and Marking

We have reviewed the specifications for the subject contract. This contract is an all-labor contract for underground utility locating and marking. The total estimated value of the contract is \$660,000 for the two-year period. There are no applicable trades to review for apprentice man-hours. Our review indicates that the scope and specifications of this contract do not provide for direct subcontracting opportunities due to its narrow scope of work and the lack of available MBE/WBE/VBEs to perform.

An availability search conducted found 5 MBE/WBE/VBE subcontractors available within the District's local region to perform the required scope of work. Based upon this lack of MBE/WBE and VBEs available to perform the scope requirements, Revised Appendix D and Appendix V should not be included in the contract documents.

If you have any questions please contact Denise Hardney, Diversity Officer, at extension 14030.

RLM: DH  
Attachment(s)

c: D. LoCascio, S. Morakalis, J. Skawski, P. Sobanski, L. Cornier, D. Hardney, file