

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration,
Diversity Section

DATE: April 15, 2026

TO: Ed Staudacher, Acting Director of Maintenance and Operations

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

**SUBJECT: Review of Information for Contract 26-673-11, Heavy Equipment
Maintenance at Various Location**

We have reviewed the contract specifications, including the associated breakdown of labor, materials, and equipment. Our review indicates that affirmative action goals are not applicable.

The scope of work under this contract primarily consists of the inspection, maintenance, and repair of District-owned heavy equipment, including but not limited to excavators, end loaders, cranes, forklifts, tractors, and other specialized heavy machinery. This work requires highly specialized field mechanics, significant OEM-level diagnostic capability, and union-affiliated labor classifications, which substantially limit subcontracting opportunities for MBE, WBE, and VBE firms.

This is confirmed by our search of the District's MBE/WBE/VBE database, which did not identify any firms capable of performing the required scope of work. Therefore, Affirmative Action Ordinance, Revised Appendix D and Appendix V should not be included.

If you have any questions, please contact Maalik J. Phipps, Diversity Officer, at phippism@mwrdd.org.

RLM:MJP

cc: LoCascio, Morakalis, Skawski, Cavarretta, Levy, Matias, Frost, Cornier, Kunath, N. Lopez, M. Valdez, Wunderlich