

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: October 22, 2025

TO: Richard L. Martinez, Jr., Diversity Administrator

FROM: PJ Spencer, Senior Diversity Officer *PCS*

SUBJECT: 25-RFP-23, Technical Assistance Program

We have reviewed the scope of work under this Request for Proposal. The associated Minority Business Enterprise (MBE), Women Business Enterprise (WBE) and Veteran Business Enterprise (VBE) individual goals are: **15% MBE and/or WBE and 3% VBE.**

If you have any additional questions, please contact Ms. PJ Spencer, Senior Diversity Officer, at spencerpj@mwrdd.org.

PCS

c: LoCascio, Morakalis, Torres, Cornier, Kunath, Lopez, Valdez, file