

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration, **DATE:** December 24, 2024  
Diversity Section

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

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

**SUBJECT:** Review of Information for Contract 25-672-11, Furnishing and Delivering  
Tires for Heavy Equipment to Various Locations

Our review of this contract indicates that this contract should not contain goals for Affirmative Action participation. The total estimated cost for the requested services over a one (1) year period is \$100,000.00 for both Group A Stickney Service Area and Group B Calumet Service Area.

Affirmative Action participation goals are applicable to District contracts where the estimated total expenditure is in excess of \$100,000.00. Since the estimated total cost for Group A is \$75,000.00 and Group B is \$25,000.00, Affirmative Action participation goals will not apply. Therefore, the Appendix D and the Appendix V should not be included.

If you have any questions, please contact Diversity Officer, Susan M. Schaefer, at 847.975.9074.

RLM/SMS

cc: LoCascio, Morakalis, Cavarretta, Skawski, Frost, Cornier, Kunath, Lopez, Valdez, file