

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: February 11, 2025

TO: Susan Morakalis, General Counsel

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

SUBJECT: Review of Scope of Work of 25-RFP-13, Professional Legal Services for Bankruptcy and Collection Matters

The Diversity Section has completed its review of the subject Request for Proposal and has determined that it should not contain goals for Affirmative Action participation.

The District is seeking proposals from qualified law firms to provide professional legal services in support of the District's rights as a creditor in the areas of collections, bankruptcy proceedings, wage garnishments, mortgage foreclosure actions and other matters related to creditor issues. The contract is expected to run for a period of three years at an estimated cost of \$75,000.00.

In accordance with Appendix A, Affirmative Action participation goals apply where the total approved expenditure exceeds \$100,000.00. Given that the total estimated cost in this instance is less than \$100,000.00, Affirmative Action goals are not applicable. As a result, Appendix A and Appendix V should not be included.

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

RLM/FF

Attachment

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