

**INTEROFFICE MEMORANDUM**  
**METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** August 26, 2024

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

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

**SUBJECT:        Goal Review of Contract 24-616-11 – Furnish and Deliver Chiller Parts  
and Services to Various Service Locations**

Our review of this Contract indicates that affirmative action goals are not recommended.

This Contract consists of, on an as-needed basis, specialty chiller repair services and all necessary tools, materials instruments, equipment, parts, supplies, gases, consumables, insurance, expertise, supervision, management, transportation and appurtenances necessary to service, regulate, adjust and repair chillers at the Calumet Water Reclamation Plant (CWRP), Stickney Water Reclamation Plant (SWRP), Egan Water Reclamation Plant (EWRP), and Kirie Water Reclamation Plant (KWRP) for a three (3) year period. Further, the Contractor shall have a minimum of five (5) years of experience working at facilities with equipment that is comparable to the District's steam absorption and electric chillers. The Contractor must submit resumes of at least two (2) service technicians. The two (2) technicians must meet the qualification requirements regarding the lithium bromide refrigeration system and liquid chiller system and shall be fully trained and certified either from the original equipment manufacturer or factory trained on chiller system as specified. The estimated cost of service is \$276,041.92 for Group A, \$433,781.46 for Group B, and \$323,049.65 for Group C.

Our review of the MBE/WBE/VBE database indicates that there is an insufficient number of MBE/WBE/VBE firms available that can perform the scope of work. Therefore, the Affirmative Action Ordinance Revised Appendix D and Appendix V should not be included.

If you have any questions, please contact Malisa Torres, Diversity Officer, at extension 15711.

RLM:MGT

Attachment

c: LoCascio, Cornier, Kunath, Morakalis, Lopez, Valdez, Cavarretta, Skawski, Genser, O'Leary