

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

**DEPARTMENT:** General Administration,  
Diversity Section

**DATE:** January 16, 2024

**TO:** Donna Tyes, Buyer

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

RLM/PCS

**SUBJECT:** **Review of Contract 24-073-11, Furnish and Deliver Miscellaneous  
Lab Accessories to Various Locations for a One-Year Period**

Our review of this contract indicates that this contract should not contain goals for Affirmative Action participation. Affirmative Action participation goals are applicable to District contracts where the estimated total expenditure is in excess of \$100,000.00. Since the estimated cost is for \$35,000.00, the Affirmative Action participation goals will not apply. Therefore, the Appendix D and Appendix V are not applicable.

If you have any questions, please contact Diversity Officer, Jason H. Bullock, at extension 14038.

RLM:JHB

c: LoCascio, Morakalis, Cornier, Bullock, file