

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

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** April 22, 2024

**TO:** Scott Kowalski, Buyer

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



**SUBJECT:** 24-025-11, Furnish and Deliver Pipe, Valve, and Fittings 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. The total estimated cost for the requested services is \$547,000.00. However, there are fifteen (15) groups, A, B, C, D, E, F, G, H, I, J, K, L, M, N, and O and each group is less than \$100,000.00.

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 \$52,000.00, Group B is \$14,000.00, Group C is \$51,000.00, Group D is \$24,000.00, Group E is \$36,000.00, Group F is \$4,000.00, Group G is \$22,000.00, Group H is \$11,000.00, Group I is \$23,000.00, Group J is \$23,000.00, Group K is \$36,000.00, Group L is \$98,000.00, Group M is \$64,000.00, Group N is \$72,000.00 and Group O is \$17,000.00, affirmative action participation goals will not apply. Therefore, the Appendix D and the Appendix V should not be included.

Should you have any questions, please contact Ms. Malisa Torres, Diversity Officer, at 1-5711.

RLM/MGT

c: Darlene A. LoCascio, Director of Procurement and Materials Management  
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