

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: October 27, 2025

TO: Richard L. Martinez, Jr., Diversity Administrator

FROM: PJ Spencer, Senior Diversity Officer *PCS*

SUBJECT: 25-RFP-24, Furnish, Deliver, and Install Web-Based Compliance Software

We have reviewed the scope of work under this Request for Proposal. The associated Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) individual goals are: **5% MBE and/or WBE.**

If you have any additional questions, please contact Ms. PJ Spencer, Senior Diversity Officer, at spencerpj@mwrld.org.

PCS

c: LoCascio, Morakalis, Foster, Cornier, Kunath, Lopez, Valdez, file