

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: December 19, 2023

TO: Ted J. Kosowski, Director of Human Resources

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



SUBJECT: Review of 23-RFP-06, Arc Flash Training – NFPA 70E

Our review of this proposal indicates that this proposal should not contain goals for affirmative action participation. Affirmative action participation goals are applicable to District proposals where the total approved expenditure is in excess of one hundred thousand dollars (\$100,000.00). Since the cost estimate for this proposal will not exceed thirty-five thousand dollars (\$35,000.00), affirmative action participation goals will not apply. Therefore, the Appendix A and Appendix V should not be included.

Should you have any questions, please contact Ms. PJ Spencer, Senior Diversity Officer, at 1-5876.

RLM/PCS

c: Darlene A. LoCascio, Director of Procurement and Materials Management
Morakalis, Powell, Cornier, Lopez, Valdez, file (2)