

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** July 25, 2024

**TO:** Kelley McCammon, Buyer

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



**SUBJECT:** 24-036-11, Furnish and Deliver Salt and Calcium Chloride 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 for these services is \$54,000.00, 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. PJ Spencer, Senior Diversity Officer, at extension 1-5876.

RLM/PCS

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