

INTEROFFICE MEMORANDUM
METROPOLITAN WATER RECLAMATION DISTRICT OF GREATER CHICAGO

DEPARTMENT: General Administration
Diversity Section

DATE: January 19, 2024

TO: Mary Ann Boyle, Treasurer

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

RLM/PCS

SUBJECT: Goal Review of Contract 24-RFP-02 – Commercial Banking and Investment Custody Services

Our review of this Request for Proposal indicates that Affirmative Action goals are not recommended. The Appendix A and Appendix V will not be included.

The purpose of this Request for Proposal is to identify qualified commercial banking institutions as eligible to provide depository and various other financial services for the District for the period February 1, 2025, to January 31, 2030. The total estimated cost for all services before application of earnings credits is not to exceed \$462,000.00 which includes general banking services, lockbox collection services and electronic collection solution, procurement card services and investment custody services.

These types of services are typically performed by a single commercial banking institution which does not allow for any subcontracting opportunities. Moreover, there is an insufficient number of M/W/VBE firms available that can perform the scope of work. Therefore, the Appendix A and Appendix V are not applicable.

If you have any questions, please contact Malisa Torres, Diversity Officer, at extension 15711.

RLM:MGT

Attachment

c: LoCascio, Cornier, Morakalis, Lopez, Valdez, Hachim, file

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: Treasury

DATE: December 29, 2023

TO: Susan T. Morakalis, General Counsel
Darlene LoCascio, Director of Procurement and Materials Management
Jacqueline Torres, Clerk/Director of Finance
Richard Martinez, Acting Diversity Administrator

FROM: Mary Ann Boyle, Treasurer *Mary Ann Boyle*

SUBJECT: Request for review of 24-RFP-02 Commercial Banking and Investment Custody Services

Please assist with review of the attached RFP draft. Diversity is requested to comment specifically re: no goals being included for these services.

I also request that a representative from Law, Procurement, and Finance be assigned to the evaluation team for this RFP. Please provide the name of your department's representative along with your comments to this RFP draft by end of day Tuesday, January 23, 2024, via email to TreasuryDept@mwr.org.

The objective of 24-RFP-02 is to identify qualified commercial banking institutions as eligible to provide depository and various other financial services for the District for a five-year period. This RFP process will determine firms eligible to provide general banking services, lockbox collection services/electronic collection solution, procurement card services, investment custody services.

Risk Management has provided its review of the insurance requirements included in the RFP draft.

Thank you for your assistance. Please contact Edis Hachim with any questions you may have.

MAB:WNS

Attachments

cc: TreasuryDept@mwr.org