

**INTEROFFICE MEMORANDUM**

**METROPOLITAN WATER RECLAMATION DISTRICT  
OF GREATER CHICAGO**

**DEPARTMENT:** General Administration  
Diversity Section

**DATE:** November 2, 2023

**TO:** Donna Tyes, Buyer

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



**SUBJECT: Goal Review of Contract 24-027-11 – Furnish and Deliver Glass and Plastic  
Labware 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 \$285,000.00. However, there are four (4) groups, A, B, C, and D and all four groups are 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 \$90,000.00, Group B is \$80,000.00, Group C is \$80,000.00, and Group D is \$35,000.00, affirmative action participation goals will not apply. Therefore, Revised Appendix D and Appendix V should not be included.

If you have any questions, please contact Desirée Young, Diversity Officer, at extension 14036.

RLM:DY

Attachment

c: D. LoCascio, L. Cornier, S. Morakalis, N. Lopez, M. Valdez, M. Cavarretta, , file