

INTEROFFICE MEMORANDUM

**METROPOLITAN WATER RECLAMATION DISTRICT
OF GREATER CHICAGO**

DEPARTMENT: General Administration
Diversity Section

DATE: March 19, 2024

TO: John Murray, Director of Maintenance and Operations

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

SUBJECT: **Goal Review of Contract 24-936-11 – Furnishing and Delivering Citric Acid**

We have reviewed the specifications for the subject contract. This contract is a furnish and deliver contract for delivery of 50% citric acid to the Stickney Water Reclamation Plant as ordered by the Resident Engineer. The total estimated value of the contract is \$248,200 for the two-year period. Our review indicates that the specification's requirements do not provide for subcontracting opportunities due to the single scope of services.

Therefore, Affirmative Action Ordinance Revised Appendix D and Appendix V should not be included in the contract documents.

If you have any questions please contact Denise Hardney, Diversity Officer, at extension 14030.

RLM: DH
Attachment(s)

c: D. LoCascio, S. Morakalis, N. Lopez, M. Valdez, J. Skawski, D. Hill, L. Cornier, D. Hardney, file