



FY 2022-2023 -COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
REQUEST FOR PROPOSAL (RFP) - #7980, #7981, #7995
Virtual Technical Assistance (TA) sessions

Chicago Department of Public Health (CDPH); Office of Violence Prevention and Behavioral Health

April 19, 2021 2:00 P.M. to 3:00 P.M.

Frequently Asked Questions (FAQ)

The City of Chicago (“City”), acting through the Chicago Department of Public Health (CDPH), seeks organizations to deliver services for three programs that are managed within its Office of Violence and Behavioral Health (OVPBH).

Those programs include:

1. **Bullying & Suicide Prevention**, RFP #7980; Specification #1221694
2. **Mental Health Services & Prevention Education for Victims of Childhood Sexual Assault**, RFP #7995; Specification #1221988
3. **Violence Prevention Initiative: Restorative Practices**, RFP #7981; Specification #1221700

Note: The following questions were discussed in the Technical Assistance session or have been posed since the RFPs have been posted. In the event of any discrepancy between these answers and the RFP, always use the RFP as the guide.

Re: General Questions for all RFPs:

(Q) What is the evaluation scoring distribution for each RFP?

(A) For each RFP, see the specific details and scoring distribution.

- **Bullying & Suicide Prevention, RFP #7980**
 - Using the page count in the PDF document, see the Application Review/Evaluation Scoring Table, pages 24 – 26.
- **Mental Health Services & Prevention Education for Victims of Childhood Sexual Assault, RFP #7995**
 - Using the page count in the PDF document, see the Application Review/Evaluation Scoring Table, pages 25 – 27.
- **Violence Prevention Initiative: Restorative Practices, RFP #7981**
 - Using the page count in the PDF document, see the Application Review/Evaluation Scoring Table, pages 24 – 26.

(Q) Which of the three programs applies to services for homicide victims?

(A) While survivors of homicide may be in the client population for any of the three CDBG programs listed above, none of the three Requests for Proposals (RFPs), Bullying & Suicide Prevention, Restorative Practices, and Mental Health Service and Education for Victims of Child Sexual Assault, specifically serve survivors of homicide. Applicants are free to submit a proposal that is responsive to the RFP and discuss how your organization might achieve the prescribed goals and scopes of services.

(Q) What is the timeframe for delivery of these programs and services? Are they January 1, 2022 – December 31, 2022?

(A) The initial RFP grant period for delivery of these programs starts on January 1, 2022 and ends on December 31, 2022. The contract extension period (if awarded) is January 1, 2023 through December 31, 2023.

(Q) What's the difference between CDBG and CDGA? These terms are listed on the program posting.

(A) These terms are used interchangeably.

CDBG is the Community Development Block Grant program. It is one of the longest running programs of the U.S. Department of Housing and Urban Development (HUD) wherein City of Chicago departments receive funds that are then allocated to local community organizations.

CDGA are Community Development Grant Applications such as this Request for Proposal (RFP) that are developed to allocate HUD funding.

(Q) Where are the budget forms that need to be attached to this application?

(A) In order to view the full RFP, including all attachments, be sure to sign into the iSupplier system and select the RFP in question. When the application is open, there is a "view" button at the top of the application. Click on that button and scroll to the bottom of the page to view all the attachments. Email CustomerSupport@cityofchicago.org or call the Customer Support Center at 312-744-HELP for additional support.

(Q) Can agencies reuse letters of support?

(A) This is not recommended. Each letter must be clear and meet all the requirements as listed in the RFP.

(Q) Is there a character limit for any response?

(A) There is a 4,000 character limit for each question.

(Q) It seems to be cutting off portions of my text when I paste them into the boxes on the quote. The isupplier portal doesn't list anything or notify when you go over, and it seems to be cutting off before 4,000 characters is reached.

(A) This is due to the cutting and pasting feature which adds spaces.

(Q) RFP# 7995 - What address should I have the insurance company put on the Certificate of Liability for IDPH?

(A) The Certificate of Liability lists the agency and the agency's address and the insured party. The Certificate Holder is CDPH, City of Chicago, State of Illinois. CDPH is located at 333 S. State Street, Suite 200, Chicago IL 60604. Chicago Department of Public Health, City of Chicago, and State of Illinois are listed as additional insured where required by written contract with respect to General Liability.

Re: Restorative Practices RFP:

(Q) Re: Restorative Practices RFP. It states that the “Applicant is currently providing RP services in at least one of the communities within the cluster to be served.” To clarify, do organizations have to already be providing services in the neighborhoods listed or just make sure to outline our intention to expand in these areas?

(A) The RFP indicates that the applicant should be currently providing restorative practice services in at least one of the communities within the cluster of communities to be served.

(Q) I am writing to ask for clarification on RFP #7981 / CDGA CDPH Violence Prevention Initiative (VPI) - Restorative Practices (RP), what is the "real purpose" of this grant as it relates to what services you are seeking organizations to provide?

(A) In the PDF document for RFP #7981, you will find the list of questions which is followed by the RFP narrative. Program specific details begin on page 17 of the RFP.

(B) As indicated in the RFP, this program will support, promote and expand restorative practices in the high need communities located on the West and South sides of Chicago. Specifically, respondents electing to serve the WEST cluster will need to serve East Garfield Park, West Garfield, and Austin communities, together. This is a single application. Respondents electing to serve the SOUTH cluster will need to serve the Roseland, Auburn-Gresham, and Chatham communities, together. This is a single application.

(Q) Re: Restorative Practices RFP. If an agency would like to provide services in two different communities, will that same agency be required to submit two applications for the two different communities?

(A) Respondents will apply to serve either the WEST cluster or the SOUTH cluster of communities. If a Respondent elects to serve the WEST cluster, they will need to serve East Garfield Park, West Garfield, and Austin communities together. This is a single application. Respondents electing to serve the SOUTH cluster will need to serve the Roseland, Auburn-Gresham, and Chatham communities together. This is a single application. If the applicant seeks to serve both the WEST and SOUTH cluster, separate applications are required.

(Q) Subject Collecting and Reporting Data; For the request in the RFP, "Please show how you will collect data for and report on the following performance measures (additional measures may be added)" And the following outcomes, are we supposed to list our outcomes (for example, 100 individuals will be trained and coached and will go on to deliver RP "services")? Or are we just supposed to describe how we would collect this data?

(A) Across the response, the Respondents should explain their outcomes and how data about the services will be collected and made available for reporting.

Additional Guidance:

Questions on eProcurement for Delegate Agencies including: CustomerSupport@cityofchicago.org or contact the Customer Support Center at 312-744-HELP

The submission deadline for the RFP is firm so we recommend applicants avoid last minute submissions as technical and other access issues will not result in changes to the official RFP closing date/time.