

City of Chicago
Department of Family and Support Services
Legal Advertisement Request Form

DESCRIPTION: Department of Family and Support Services (DFSS), Chicago Early Learning Support Services, Early Childhood Disabilities Support Services RFP

This Request for Proposal seeks one entity to provide subject matter expertise, training, and technical assistance to DFSS and its Chicago Early Learning direct service providers in subjects related to Early Childhood Disabilities Services as a support service delegate agency. This entity will provide subject matter expertise and T/TA to DFSS and its CEL direct service providers in subjects related to **Early Childhood Disabilities Support Services** as a support service provider, especially for children, ages birth to five, that fall under the Individuals with Disabilities Education Act (IDEA), Part B: Local Education Agency (LEA) and Part C: Early Intervention (EI), as well as section 504 of the Rehabilitation Act (29 U.S.C. 794), the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), and their implementing regulations. As a result of these efforts:

- 1) *DFSS and its direct service delegate agencies will meet and improve the services for children with suspected and identified disabilities and their families, Individualized Family Service Plans (IFSP), Individualized Education Programs (IEPs), and section 504 specialized health care plans.*
- 2) *DFSS and its direct service delegate agencies will maintain compliance with Chicago Early Learning Standards (CELS) 2.0, Illinois Early Learning and Development Standards (IELDS) and Illinois Early Learning Guidelines (IELG), Head Start Early Learning Outcomes Framework (HSELOF) and Head Start Parent, Family, and Community Engagement Framework (HSPFCEF), and Head Start Program Performance Standards (HSPPS), and the Head Start Act*

DFSS uses support service providers with particular areas of expertise to supplement its management of programs and provide training and technical assistance (T/TA) to a variety of audiences which may include DFSS staff, CEL programs/delegate agencies and their site staff, and CEL program parents, families, and community. It should be noted that support service subject matter experts (SMEs) will not deal directly with the children and families, but rather will provide consultation and T/TA to leadership, managers and direct service staff.

For more information, please refer to the application posted on the City of Chicago's eProcurement page:

https://eprocurement.cityofchicago.org/OA_HTML/OA.jsp?OAFunc=PON_ABSTRACT_PAGE&PON_NEGOTIATION_STATUS=ACTIVE

A NOTE ABOUT THE CITY'S EPROCUREMENT SYSTEM:

For those who have not done business with the City of Chicago before, registration in iSupplier is the first step to ensuring your agency's ability to conduct business with the City of Chicago and DFSS. ***Please allow five to seven days for your registration to be processed.***

Current contractors need only to start an application via their existing iSupplier/eProcurement account.

All vendors must have a Federal Employer Identification Number (FEIN) and an IRS W9 for registration

and confirmation of vendor business information.

RFP DUE DATE/SUBMISSION LOCATION:

**March 11, 2021
12:00, NOON CST**

**Proposals must be submitted via on-line application.
E-mailed or faxed proposals will not be accepted.**

PRE-SUBMITTAL CONFERENCE:

A Pre-Proposal Webinar will be held on **February 11, 2021 from 1:00 p.m. – 3:00 p.m.**

Please register prior to the webinar's start using this link:
<https://attendee.gotowebinar.com/register/7859887870943504144>

Please register prior to the Webinar's start using the link found in the RFP and above. A link to the completed Webinar will be available on-line after the time and date listed above for those who cannot attend at the live scheduled time. The purpose of this pre-submittal event is to clarify the RFP process and the scope of the required services. Attendance is not mandatory, but it is strongly suggested that interested applicants attend.



**Lisa Morrison Butler
Commissioner
Department of Family and Support Services**

**Lori E. Lightfoot
Mayor
City of Chicago**