

**Please stand by, the webinar will begin shortly.**

**Department of Family and Support Services  
Homeless Services  
Shelter Infrastructure Initiative  
RFQ# 9319**

Release Date: February 24, 2023

Due Date: March 24, 2023



# House Keeping

- Due to the volume of participants, everyone has been placed on mute.
- Please submit questions via the question box and we will respond to questions after going through the slides.
- Please use the question box to notify us of any technical issues.
- This webinar is being recorded. A copy of the recording will be posted on the DFSS YouTube channel with a link to the recording and a .pdf of these Power Point slides will be posted to the DFSS webpage at: <https://www.chicago.gov/city/en/depts/fss.html> under the ‘Alerts’ and/or ‘Funding Opportunities’ tabs. Please allow five business days for this to occur.



## House Keeping

- Due to the volume of participants, everyone has been placed on mute.
- Please use the questions box to notify us of any technical issues.
- We will address the questions at the midpoint and end of the presentation.
- This webinar is being recorded. A copy of the recording will be posted on the DFSS YouTube channel with a link to the recording and a .pdf of these Power Point slides will be posted to the DFSS webpage at:  
<https://www.chicago.gov/city/en/depts/fss.html> under the ‘Alerts’ and/or ‘Funding Opportunities’ tabs. This will take up to five business days.

# Agenda

- Welcome and Introductions
- Purpose
- Background
- Information about the scope/program description
- Selection Criteria
- Timeline
- Technical Assistance for Applicants and eProcurement
- Questions

CITY OF CHICAGO



REQUEST FOR QUALIFICATIONS (RFQ) FOR  
Homeless Services  
Shelter Infrastructure Initiative

RFQ# 9319

ISSUED BY:  
CITY OF CHICAGO DEPARTMENT OF FAMILY AND SUPPORT SERVICES

All proposals must be submitted via the eProcurement system.

<http://www.cityofchicago.org/eprocurement>

Questions concerning the RFP should be directed to:

Amy Cornell  
Project Manager  
Department of Family and Support Services  
1615 W. Chicago Ave, 3rd Floor West  
Chicago, Illinois 60622  
312-743-1474  
[Amy.cornell@cityofchicago.org](mailto:Amy.cornell@cityofchicago.org)

LORI E. LIGHTFOOT  
MAYOR

BRANDIE V. KNAZZE  
COMMISSIONER



## Purpose of the RFQ

- DFSS Homeless Services Division is leveraging Chicago Recovery Plan funding to create sustainable capital improvements in the shelter system
  
- DFSS seeks qualifications from homeless shelter operators in need of repairs and/or renovations that will:
  - ❖ Increase accessibility and non-congregate spaces for clients
  - ❖ Sustain and improve the quality of the existing shelter facilities
  - ❖ Restore beds lost due to COVID-19 and shelter “decompression”
  
- Shelter operators deemed qualified through this RFQ will be invited to submit an RFP for grant funding for shelter facility repairs and renovations.

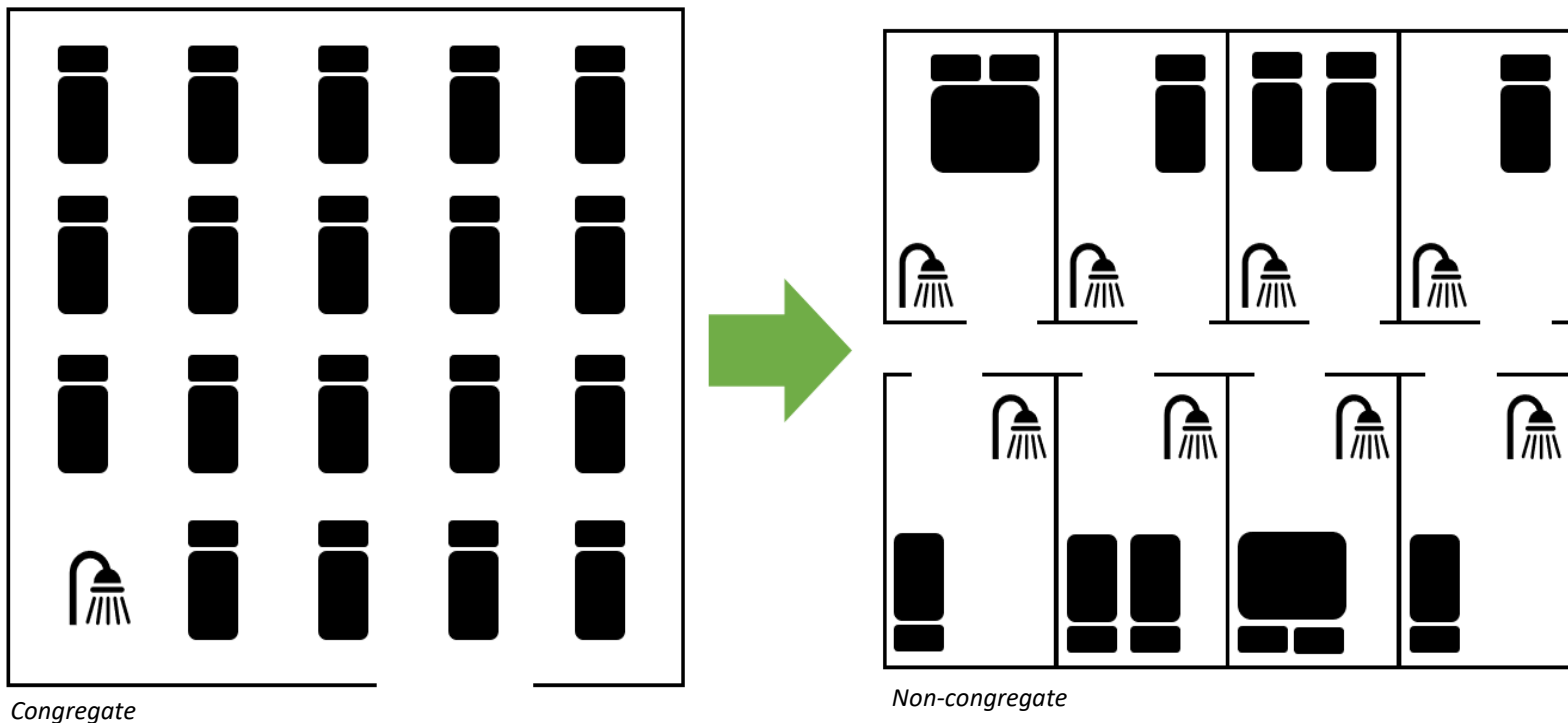


# Background

- COVID-19 pandemic highlighted the risk to health and safety for Chicago residents living in congregate shelter
  
- One-third of all shelter beds in the DFSS-funded system pre-COVID were in shared rooms with over 20 people and shared bathrooms
  - For the single adult population, over 80% of beds were in shared rooms with over 20 people and shared bathrooms
  
- In response to the pandemic, congregate shelters reduced their bed capacity or “decompressed” to allow for distancing in line with public health guidance

# Benefits of Non-Congregate Shelter

- Limits the spread of COVID-19 and other infectious diseases
- Higher rates of engagement with service providers and exits to permanent housing
- Reduced interpersonal conflict
- Fewer 911 calls
- Improved client feelings of safety, security, and optimism about the future





# Opportunity with Chicago Recovery Plan

- Chicago Recovery Plan (CRP) is a historic \$1.2 billion for communities/populations hit hardest by COVID-19
- CRP combines federal relief funds (State & Local Fiscal Recovery Fund from ARP) and local bonds to support recovery programs
- DFSS is leveraging CRP funding to:
  - 1. Advance a non-congregate and more accessible shelter strategy**
    - A non-congregate shelter (NCS) provides private units or rooms as temporary shelter to individuals and families and does not require occupants to sign a lease or occupancy agreement
  - 2. Sustain DFSS-supported shelter bed capacity**
    - Roughly 3,000 beds currently
  - 3. Replenish lost bed capacity to pre-COVID levels or beyond based on system-wide needs**
    - 3,300 DFSS-supported beds were in operation pre-pandemic
    - Still missing approximately 350 permanent beds



# Shelter Infrastructure RFQ and other opportunities

## Acquisition of new, non-congregate shelter

- DOH (\$30M)

## Shelter infrastructure investments

- DFSS (\$20M)

## Stabilization Housing program

- CDPH (\$12M)

Acquire new shelter units in decompressed settings

Provide grants to shelter operators to improve existing shelter sites

Stand up a new, pilot transitional housing model

### ➤ This program will...

- Provide capital funding to shelter operators for NCS conversions, renovations, and deferred maintenance

### ➤ This program will NOT...

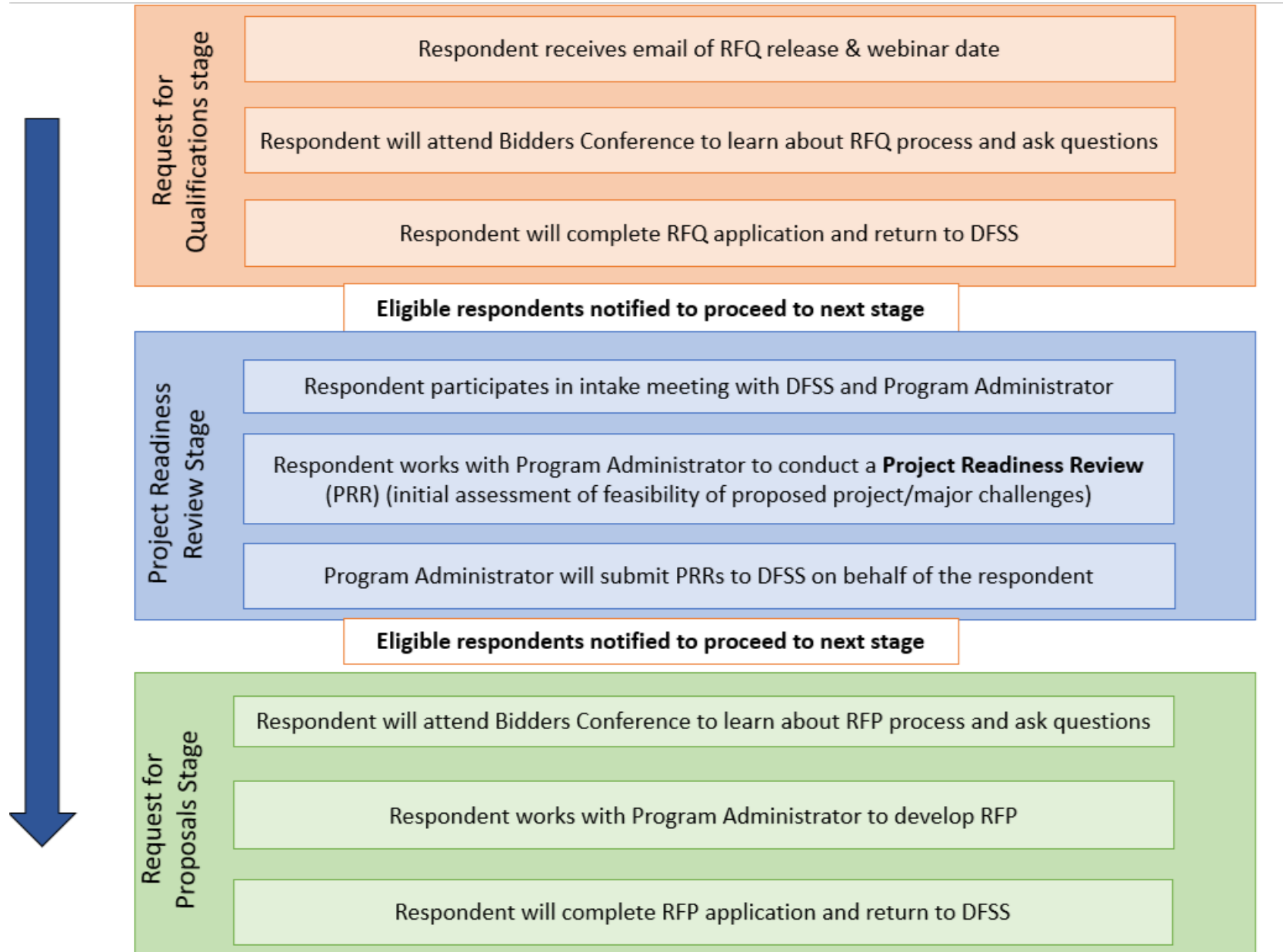
- Provide shelter operations funding
- Provide acquisition funding for new facilities (DOH New Acquisition Program)

## Eligible Respondents

- **Non-profit entities** currently operating one or more homeless shelters within the City of Chicago, including for DV/GBV survivors
  - A homeless shelter is a program providing households that are literally homeless a temporary, safe environment with a place to sleep free of charge and with low barrier to entry
- All shelter providers highly encouraged to respond to this RFQ
  - Assist DFSS in identifying system-wide shelter repair and rehabilitation needs
- Respondents must adhere to a variety of Continuum of Care and DFSS requirements and regulations for shelters at the time of contract
- Respondents who are current DFSS delegates must be in good standing

DFSS anticipates qualifying up to 10 shelters through this RFQ to submit an RFP

# Two-Phase RFQ/RFP Process for Funding





## Selection Criteria

- Shelter Operations Experience and Mission Alignment
- Alignment with One or More Goals of this Initiative
- Organizational Capacity and Project Feasibility

# Selection Criteria – Shelter Operations Experience and Mission Alignment

- The respondent operates a current shelter program that effectively serves Chicagoans experiencing homelessness, including survivors of domestic/gender-based violence
- The respondent demonstrates commitment to a trauma-informed, low-barrier approach to housing (see the [Chicago Continuum of Care Community Standards](#) for more information)
- The respondent's agency reflects and engages the diverse people of the communities it serves as evidenced by staff and/or board members who:
  - Reside in the community
  - Reflect the diversity of clients served
  - Are persons with lived experience

## Selection Criteria – Alignment with One or More Goals of this Initiative

- The shelter facility needs repair or renovations to safely sustain shelter operations
- The shelter facility reduced bed capacity in response to COVID-19 public health guidance and the respondent seeks to restore/expand bed capacity
- The shelter facility is a congregate setting, and the respondent seeks to transition to NCS
- The shelter facility lacks ADA accessible beds and bathrooms, and the respondent seeks to increase accessibility

Each proposed shelter project does not need to align with all goals



## Selection Criteria - Organizational Capacity and Project Feasibility

- The respondent demonstrates capacity to conduct ongoing shelter operations
- The respondent demonstrates previous experience successfully managing facility improvement projects
- The respondent can leverage additional resources to support proposed rehabilitation project



# Qualification Criteria - Attachments

- Documentation of respondent's legal right to occupy present shelter location
- **Shelter operators who rent** their present location must attach:
  - Current lease
  - Statement of commitment from the building owner:
    - Stating buy-in for the shelter infrastructure initiative
    - Consent to modify property
    - Restrictive Covenants up to 30 years to address rent increases
    - Continued usage if the owner sells
    - Shelter operator's right of first refusal to purchase
- **Shelter operators who own** their present location must attach:
  - Evidence of ownership (e.g., mortgage statement)
  - Affidavit committing to:
    - Provide shelter in this facility for a minimum of 10 years (through at least 2032)
    - Restrictive Covenants up to 30 years to address continued usage if the property is sold, including the City's right of first refusal to purchase





# Additional Guidance for Applicants

- Respondents must submit a separate RFQ if seeking funds for more than one shelter facility/site
  
- DFSS may consider additional factors in qualification to ensure systems-level needs are met:
  - Geography of shelter facilities
  - Ability to serve specific sub-populations
  - Impact of system-level shelter bed capacity in combination with other projects



# Selection and Implementation Timeline

Stage	Timeline
RFQs due	<b>Due 3/24/23</b>
Qualified applicants notified and connected to Program Administrator	Late April
Facility assessments conducted by Program Administrator with selected shelters	Q2 2023
"Grantee finalists" identified and invited to submit RFPs	Q3 2023
RFPs due	Q3 2023
Grant awards announced and contracts executed	Q4 2023



## Deadline



**Applications are due  
on March 24, 2023  
at 12:00, Noon**



# Application Tips

## ➤ Start Early!!

- If you have never done business with the City of Chicago, register into iSupplier/eProcurement ASAP
- Organizations submitting more than one proposal may do so by **submitting each proposal under a separate, unique registered account user with online bidding responsibilities within the organization's iSupplier account, using their individual login information.**
- Read RFP narratives, selective criteria, and application questions closely. Use the information in the RFP for guidance in formulating your answers.

## ➤ Review application questions and make sure you fully answer all questions

- Remember there is a 4,000-character limit for all questions
- Do not use the back button on your browser while completing the application
- Don't forget to attach required attachments

## ➤ Do not wait until the last moment, submit 24-48 hours in advance of the deadline

- You can "submit" your application and amend it later up until the due date/time.
- Avoid the rush and possible mishaps by submitting early. Plan on submission taking 30-60 minutes.
- Late applications will not be accepted (NO EXCEPTIONS)

## ➤ Save Often!!

# How to accept an amendment

# How to accept an amendment – Step 1

- If the RFQ you are interested in has been amended. In order to start an application, you will need to acknowledge and accept the amendment first. (Please note that the RFP shown in this and subsequent slides is an example). To accept the amendment, click on “View Amendment History”.
- If the RFQ has not been amended (yet), select “Create Quote” from the drop-down menu in the “Actions” box and click on “Go”. This will take you to the application page, where you can get started.

The screenshot displays a web interface for managing RFQs. At the top, a navigation bar shows 'Negotiations' and 'Active Solicitations'. A prominent warning message states: 'Warning: RFQ 6459 has been amended. To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes.' Below this warning is a blue link labeled 'View Amendment History'. The RFQ identifier 'RFQ: 6459,3' is visible. On the right side, an 'Actions' dropdown menu is set to 'Create Quote', with a 'Go' button next to it. The main content area provides details for the RFQ: Title 'Community Housing Development Organization (CHDO) Certification', Status 'Active', and Time Left '555 days 23 hours'. It also lists dates for 'Supplier Response Start Date' (17-Aug-2020 11:01:54) and 'Bid Opening Date/Supplier Response Due Date' (31-Dec-2023 12:00:00). Below this, there are tabs for 'Header', 'Lines', 'Controls', and 'Contract Terms'. The 'Header' tab is active, showing Buyer 'MCCLARN, GRAYLEN', Quote Style 'Blind', and Description 'Community Housing Development Organization (CHDO) Certification'. An 'Event' section indicates 'Delegate Agency Updating Issuing Officers information'. A 'Terms' section lists 'Bill-To Address' and 'Ship-To Address' as '021-2819 HOME INVEST', along with 'Payment Terms', 'Carrier', and 'Freight Terms'. A 'Currency' section is also present at the bottom.

# How to accept an amendment – Step 2

- To begin the acceptance and acknowledgment process, to open the RFQ in view only: (1) click on the Document number. (2) To review the amended changes to the RFQ, click on the infinity or eyeglass icon. (3) To acknowledge receipt and understanding of these changes and proceed, click on the “Acknowledge Amendments” button.
- By acknowledging the amendment, you are indicating that you are aware of the changes made to the RFQ in the amendment.

**CITY OF CHICAGO Sourcing**

Home Logout Preferences Help

Negotiations > Active Solicitations > RFQ: 6459,1 >

Amendment History (RFQ 6459)

To be considered for award you must acknowledge each amendment and submit (or resubmit) all your responses to ensure that they comply with the changes. [Acknowledge Amendments](#)

Show All Details | Hide All Details

Details	Document Number	Title	Status	Acknowledgement Date	Review Changes
<a href="#">Hide</a>	<a href="#">6459.1</a>	Community Housing Development Organization (CHDO) Certification	Active		
Amendment Description <b>This addendum is to remind applicants that the CHDO certification and recertification process is not a request for funding.</b>					
Published Date <b>28-Aug-2018 13:25:01</b>			Close Date <b>14-Aug-2020 14:01:32</b>		
<a href="#">Show</a>	<a href="#">6459</a>	Community Housing Development Organization (CHDO) Certification	Amended		

[Return to RFQ: 6459.1](#)

[Acknowledge Amendments](#)

Negotiations Home Logout Preferences Help

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# How to accept an amendment – Step 3

- When you get to this screen, click on the “I accept...” check box and then click on “Acknowledge”

## Acknowledge Amendment (RFQ 6459,3)

To be considered for award you must acknowledge each amendment and submit (or resubmit) your response to ensure your response complies with the changes.

Cancel

Back

Step 3 of 3

Acknowledge

I accept the terms and conditions of the RFQ and also acknowledge the changes made to the RFQ amendment document 6459,3.

### Header

Label	RFQ 6459,2	RFQ 6459,3
Amendment Description	This amendment was created to extend the closing date.	Updating Issuing Officers information

### Terms

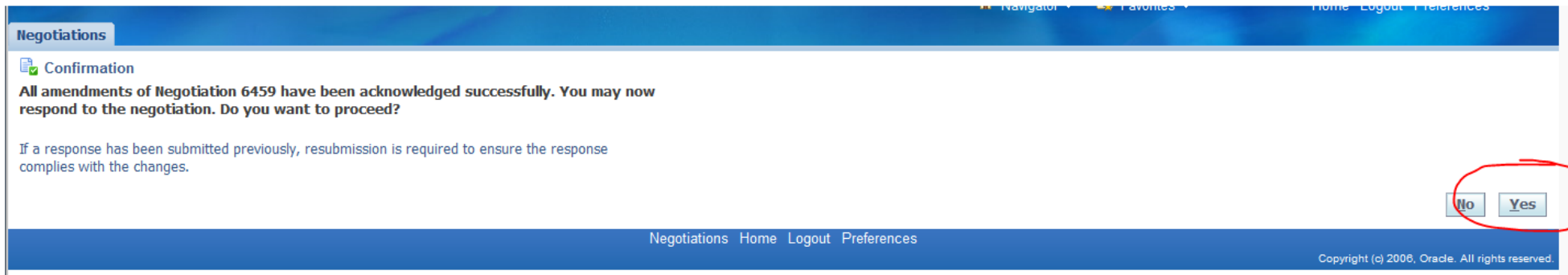
Label	RFQ 6459,2	RFQ 6459,3
Bill-To Address	054-2819 HOME INVESTMENT PARTNERSHIP	021-2819 HOME INVEST
Ship-To Address	054-2819 HOME INVESTMENT PARTNERSHIP	021-2819 HOME INVEST

### Requirements



## How to accept an amendment – Step 4

- Click on “Yes” to indicate that you confirm your acknowledgement of the amendment.



The screenshot shows a web application interface with a blue header and footer. The main content area is white. At the top right of the header, there are links for "Navigator", "Favorites", "Home", "Logout", and "Preferences". Below the header, there is a "Negotiations" tab. Underneath, there is a "Confirmation" section with a green checkmark icon. The text reads: "All amendments of Negotiation 6459 have been acknowledged successfully. You may now respond to the negotiation. Do you want to proceed?". Below this, there is a note: "If a response has been submitted previously, resubmission is required to ensure the response complies with the changes." At the bottom right of the main content area, there are two buttons: "No" and "Yes". The "Yes" button is circled in red. At the bottom of the page, there is a blue footer with the text "Negotiations Home Logout Preferences" and "Copyright (c) 2006, Oracle. All rights reserved."

# How to accept an amendment – Step 5

- Finally, (1) click on the checkbox that you accept the terms and conditions and then (2) click on “Accept” to accept them.
- This is the final step in acknowledging and accepting the amendment.

**Negotiations**

**Terms and Conditions**  
The following terms and conditions must be accepted before a quote is placed in this RFQ.

City makes no representations or warranties that the electronic procurement system utilized by the City on any procurement will accurately and timely transmit any bidder's bid or proposal or any other information to the City. All bidders use this system at their own risk. The City disclaims all liability that may result or arise from the use by any bidder of the eprocurement system, including claims for lost profits and consequential damages.

**Attachments**

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete	Publish to Catalog
No results found.									

I have read and accepted the terms and conditions

1

2

# How to submit an application



# How to submit an application – Step 1

- When you are ready to submit, start by saving your draft one last time. Then click Continue.

Negotiations > RFQ: 6459,3 >  
Create Quote: 427990 (RFQ 6459,3)

Cancel View RFQ Quote By Spreadsheet **Save Draft** **Continue**

Title Community Housing Development Organization (CHDO) Certification Time Left **555 days 19 hours**  
Bid Opening Date/Supplier Response Due Date **31-Dec-2023 12:00:00**

**Header** Lines

Supplier **PHALANX FAMILY SERVICES**  
RFQ Currency **USD**  
Quote Currency **USD**  
Price Precision **0 decimals maximum**

Quote Valid Until    
(example: 23-Jun-2022)

Reference Number   
Note to Buyer

**Attachments**

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								



# How to submit an application – Step 2

- If you are missing information, you will be given an error message on the top of the page.

The screenshot shows a web application interface for creating a quote. At the top, a light blue banner contains an error message: "Error: The RFQ control requires you to quote on all lines". Below this, the text "Create Quote: 427990 (RFQ 6459,3)" is visible. The main form area has a title "Community Housing Development Organization (CHDO) Certification". On the right side of the form, there are buttons for "Cancel", "View RFQ", "Quote By Spreadsheet", "Save Draft", and "Continue". Below these buttons, the "Time Left" is "555 days 19 hours" and the "Bid Opening Date/Supplier Response Due Date" is "31-Dec-2023 12:00:00". The form is divided into sections: "Header" and "Lines". Under "Header", there are fields for "Supplier" (PHALANX FAMILY SERVICES), "RFQ Currency" (USD), "Quote Currency" (USD), and "Price Precision" (0 decimals maximum). To the right of these fields are input boxes for "Quote Valid Until" (with a calendar icon and example "23-Jun-2022"), "Reference Number", and "Note to Buyer". At the bottom, there is an "Attachments" section with an "Add Attachment" button.

## How to submit an application – Step 3

- Usually the error messages direct to something left undone in the application.
- In the last example, the error message indicated that the lines (found under the lines tab) had not been filled out.

The screenshot displays a software interface with an error message at the top, circled in red. The error message reads: "Error: The RFQ control requires you to quote on all lines". Below the error message, the text "Create Quote: 427990 (RFQ 6459,3)" is visible. The main interface area has two tabs: "Header" and "Lines", with the "Lines" tab selected and circled in red. Below the tabs, there is a table with the following data:

	Title	Com
Supplier	PHA	
RFQ Currency	USD	
Quote Currency	USD	
Price Precision	0 de	

Below the table, there is a section titled "Attachments" with an "Add Attachment" button.

# How to submit an application – Step 4

- In this example, the error is about an unanswered question in the application (or Requirements section). The Quote Value refers to your (in this case, missing) answer.

The screenshot displays a procurement system interface for RFQ 6459.3. At the top, a navigation bar shows 'Negotiations > RFQ: 6459.3 >'. Below this, a red-bordered error message box contains the text: 'Error: A quote value is required for requirement First Name.' Below the error message is a 'Create Quote: 427990 (RFQ 6459,3)' button. The main header area includes the title 'Community Housing Development Organization (CHDO) Certification', 'Time Left: 555 days 19 hours', and 'Bid Opening Date/Supplier Response Due Date: 31-Dec-2023 12:00:00'. There are buttons for 'Cancel', 'View RFQ', 'Quote By Spreadsheet', 'Save Draft', and 'Continue'. The 'Header' section shows 'Supplier: PHALANX FAMILY SERVICES', 'RFQ Currency: USD', 'Quote Currency: USD', and 'Price Precision: 0 decimals maximum'. It also includes fields for 'Quote Valid Until', 'Reference Number', and 'Note to Buyer'. Below the header is an 'Attachments' section with an 'Add Attachment...' button and a table with columns: Title, Type, Description, Category, Last Updated By, Last Updated, Usage, Update, and Delete. The table shows 'No results found.'. The 'Requirements' section is highlighted with a red circle. It contains a table with columns: Focus Title, Target Value, and Quote Value. The 'Quote Value' column is also circled in red. The table has two rows: 'Requirements' and 'Contact Information'. The 'First Name' requirement is circled in red, and its corresponding 'Quote Value' field is empty.

Focus Title	Target Value	Quote Value
Requirements		
Contact Information		

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								



# How to submit an application – Step 5

- Once your application is free from errors, you are ready to proceed and submit! At this point, clicking “Continue” should put your application into the “Review and Submit” phase.

The screenshot shows a web application interface for a procurement process. At the top, there is a blue navigation bar with the word "Negotiations" in white. Below this, a breadcrumb trail reads "Negotiations > RFQ: 6459,3 > Create Quote 427990: Review and Submit (RFQ 6459,3)". The "Create Quote" link is circled in red. To the right of the breadcrumb trail are several buttons: "Cancel", "Back", "Validate", "Save Draft", "Printable View", and "Submit". Below the navigation bar is a "Header" section containing a table of details:

Title	Community Housing Development Organization (CHDO)	Time Left	555 days 19 hours
Certification		Close Date	31-Dec-2023 12:00:00
Supplier	PHALANX FAMILY SERVICES	Quote Valid Until	
RFQ Currency	USD	Reference Number	
Quote Currency	USD	Note to Buyer	
Price Precision	0 decimals maximum		

Below the header is an "Attachments" section, which is currently empty.





# How to submit an application – Step 6

- This is your last chance to review all your data and confirm that it is accurate. Check your attachments and scroll to the bottom of the screen to see all your responses.

**Header**

Title Chicago Early Learning Community-Based Programs RFP #2  
 Supplier Claridigm Inc  
 RFQ Currency USD  
 Quote Currency USD  
 Price Precision Any

Time Left 20 days 3 hours  
 Close Date 15-Jul-2019 12:00:00  
 Quote Valid Until  
 Reference Number  
 Note to Buyer

**Attachments**

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete
No results found.								

**Requirements**

[Show All Details](#) | [Hide All Details](#)

**Details Section**

Hide Contact Information

Requirement	Target Value	Quote Value
First Name		John
Last Name		Chicago
Telephone		864-855-9999
E-mail Address		TheBestAgency@childcare.com
Contact Type		Email Applicant

Hide Organization Information

Requirement	Target Value	Quote Value
Legal Organization Name		Super Leaders Academy Nation
Address		18555 E. 32nd St
City		Chicago
State		IL
Zip		60699
Telephone Number		845-251-XXXX
Federal Employer Identification Number		84-992289
DUNS Number		92-8992-5110
Head of Agency Name		Jane Doe
Head of Agency Title		Executive Director
Head of Agency Contact Telephone		845-251-XXXX
Head of Agency E-mail Contact		JaneDoe@superLeadersAcademy.com
Chief Finance Officer Name		Terry Doe Jr.
Chief Finance Officer Title		Finance Officer
Chief Finance Officer Telephone		845-251-XXXX
Chief Finance Officer E-mail		terrdoe@superLeadersAcademy.com
Website Address		NA
Year Org. Established		2008
Did you attach the following in your Admin. section? *Liability Insurance *Board Member Identification *IRS Determination Letter *SAM Certificate *Certificate of Good Standing *Bylaws and Articles of Incorporation *Financial Statement		Yes

Show Geographic Area(s) Served



# How to submit an application – Step 7

- At the bottom of the screen you will be asked to provide an electronic signature. Be sure to fill in the signature before checking the box!

<input type="radio"/>	10000 - Admin - Pr...			20,000.00	USD		1	20,000.00		
<input type="radio"/>	110100 - Admin - Op...			7,400.00	USD		1	7,400.00		
<input type="radio"/>	120140 - Admin - Pr...			25,000.00	USD		1	25,000.00		
<input type="radio"/>	130200 - Admin - Tr...			1,500.00	USD		1	1,500.00		
<input type="radio"/>	140300 - Admin - Ma...			6,000.00	USD		1	6,000.00		
<input type="radio"/>	150400 - Admin - Eq...			1.00	USD		1	1.00		
<input type="radio"/>	160801 - Admin - In...			1.00	USD		1	1.00		
<input type="radio"/>	170999 - Admin - Ot...			2,500.00	USD		1	2,500.00		
<input type="radio"/>	181240 - Program - ...			19,500.00	USD		1	19,500.00		

Line 1: 0005 - Program - Personnel

Notes

Note to Buyer

Attachments

Title	Type	Description	Category	Last Updated By	Last Updated	Usage	Update
0 results found.							

**Electronic Signature**

By submitting a bid/proposal/application and inputting his/her name and title, the person signing below certifies that he/she is authorized to submit this bid/proposal/application on behalf of the submitting party and warrants that all certifications and statements contained in the bid/proposal/application are true, accurate and complete as of the date furnished to the City. The person signing below understands that this submission will be binding on the submitting party.

\* Name:

\* Title:

\* Indicates required fields. Before submitting the response please enter Name and Title and accept the disclaimer by checking the box above.

[Cancel](#) [Back](#) [Validate](#) [Save Draft](#) [Printable View](#)



# How to submit an application – Step 8

➤ Then click “Submit”.

Op...			7,400.00	USD	1	7,400.00
Pr...			25,000.00	USD	1	25,000.00
Tr...			1,500.00	USD	1	1,500.00
Ma...			6,000.00	USD	1	6,000.00
Eq...			1.00	USD	1	1.00
In...			1.00	USD	1	1.00
Ot...			2,500.00	USD	1	2,500.00
- ...			19,500.00	USD	1	19,500.00

n - Personnel

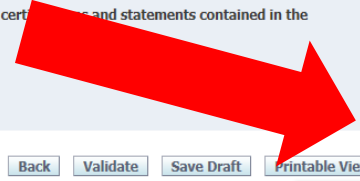
Type	Description	Category	Last Updated By	Last Updated	Usage	Update	Delete

bid/proposal/application and inputting his/her name and title, the person signing below certifies that he/she is authorized to submit this bid/proposal/application on behalf of the submitting party and warrants that all cert... and statements contained in the application are true, accurate and complete as of the date furnished to the City. The person signing below understands that this submission will be binding on the submitting party.

: Test

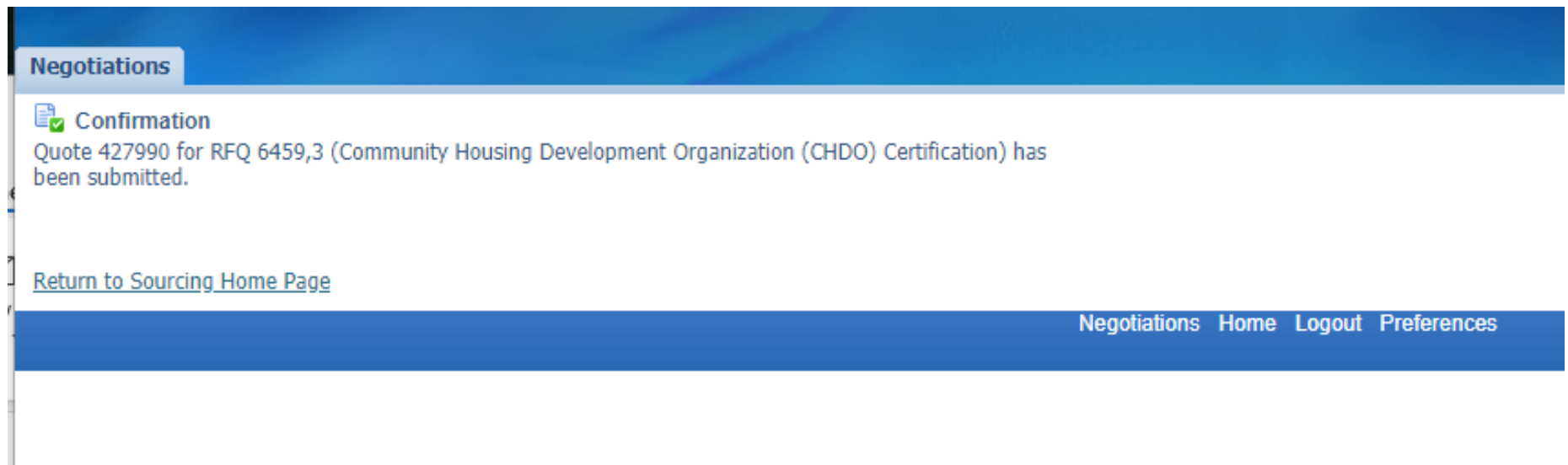
Before submitting the response please enter Name and Title and accept the disclaimer by checking the box above.

Cancel Back Validate Save Draft Printable View **Submit**



# How to submit an application – Step 9

- Make sure that you see this submittal confirmation screen. The eProcurement system will send a confirmation email within 24 hours of your submission. Please call or email me if you desire confirmation prior to then.



## **Program Questions?**

**Amy Cornell**

**312-743-1474**

**[Amy.Cornell@cityofchicago.org](mailto:Amy.Cornell@cityofchicago.org)**

**For non-programmatic questions contact:**

**Julia Talbot**

**(312)-743-1679**

**[Julia.Talbot@cityofchicago.org](mailto:Julia.Talbot@cityofchicago.org)**