

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

DESCRIPTION: DEPARTMENT OF FAMILY AND SUPPORT SERVICES, DFSS HOMELESS SERVICES, CENTRALIZED SHELTER INTAKE, TRANSPORTATION AND CRISIS RESPONSE RFP

The Department of Family and Support Services (DFSS) Homeless Services Division seeks an organization to provide centralized shelter intake, transportation, and crisis response to effectively meet the needs of vulnerable Chicagoans who are at risk of or experiencing homelessness. DFSS seeks to partner with selected organization to design, implement, and continually improve an efficient and compassionate centralized access point to the shelter system. Working with Chicago's 311 City Services, the selected Respondent will be the first point of contact for Chicagoans seeking shelter. Critically, the services covered in this RFP need to be provided 24 hours a day, seven days a week, 365 days per year and across the entire City of Chicago.

Services included in this RFP:

- *Maintain a real-time inventory of available homeless and domestic violence shelter beds and serve as the city clearing house for shelter beds*
- *Respond to requests for shelter for all populations including survivors of domestic violence. This includes contacting to clients, conducting intake assessments, identifying appropriate shelter placements, and providing transportation to shelter.*
- *Manage and staff a central intake facility for single individuals and providing shelter diversion for single individuals.*
- *Respond to crises including requests for well-being checks, assisting victims of fire or other disasters, general outreach and engagement, transportation, extreme weather events, mass care services, and emergency vacate orders.*

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:

September 10, 2020
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 **August 6, 2019 from 1:00 p.m. – 3:00 p.m.**

<https://attendee.gotowebinar.com/register/8878080714038639118>

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 scheduled time.

The purpose of these pre-submittal events 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