

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

DESCRIPTION: DEPARTMENT OF FAMILY AND SUPPORT SERVICES (DFSS) HOMELESSNESS SERVICES, ALTERNATE SHELTER RFP

The Department of Family and Support Services (DFSS) Homeless Services Division seeks applications for the operation of alternate shelters for individuals experiencing homelessness to support the continued decompression of the existing shelter system in response to the COVID-19 crisis. DFSS seeks shelter operators to serve (a) single adults at Calumet High School or applicant proposed facility; (b) single women and families at Young Women’s Leadership School or applicant proposed facility; and (c) single adults and/or families at applicant proposed facility(ies) for a 6-month period beginning September 15, 2020, with an option to extend. Shelter programs will provide a safe, accessible place to stay for people experiencing homelessness in accordance with public health guidance and support them in moving toward stable permanent housing.

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:

August 18, 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 **July 30, 2020, 10:00AM – 12:00PM**. Attendance is not mandatory but is advised.

Please register prior to the webinar’s start using this link:
<https://attendee.gotowebinar.com/register/4630153824048725263>

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.

In order to ensure Respondents can accurately respond to this request for proposals, DFSS is offering site visits at the City-owned facilities at the following times:

- *Model A - City-owned facility for single adults- Friday, July 31 at 10:00 AM*
- *Model B - City-owned facility for single women and families with children – Friday, July 31 at 3:00 PM*

Respondents applying for Model A or Model B are highly encouraged to attend so that proposals reflect an understanding of the facility. Respondents must register in advance for a site visit by emailing DFSS-homeless@cityofchicago.org by no later than Thursday, July 30 with the name(s) and contact information of who will attend. The City will announce the locations of these sites prior to registration deadline. Please limit attendance to no more than 2 people per agency per site. Visitors must wear a mask.



Lisa Morrison Butler
Commissioner
Department of Family and Support Services

Lori E. Lightfoot
Mayor
City of Chicago