

Department of Family and Support Services (DFSS), Senior Services, Caregiver Counseling and Support Services RFP

The Caregiver Counseling and Support Services RFP aims to help caregivers of any age access services, support, and assistance with managing and navigating the challenges of caring for a loved one 60 years of age or older or an individual 18-59 with Alzheimer's Disease or a related disorder with neurological or organic brain condition through counseling, support groups and gap-filling services. A caregiver is an informal or unpaid individual (family member or friend) involved in ongoing assistance with activities of daily living (e.g. bathing, dressing, transferring) or instrumental activities of daily living tasks (e.g. meal preparation, shopping, medication reminders) for a care recipient or loved one.

The Department of Family and Support Services (DFSS) seeks proposals from qualified social service agencies who have experience providing counseling, support groups, and gap-filling services for caregivers of any age who provide informal care to an older adult 60 years of age or older or to an individual with Alzheimer's disease or a related disorder with neurological and organic brain condition ages 18-59 years old. We anticipate awarding one contract for this work.

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](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 18, 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 24, 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/6949349306915790607>

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**