

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

**DEPARTMENT OF FAMILY AND SUPPORT SERVICES (DFSS), WORKFORCE SERVICES,  
NEIGHBORHOOD CLEAN UP TRANSITIONAL JOBS PROGRAM RFP**

**DESCRIPTION:**

The Chicago Department of Family and Support Services (DFSS) and the Department of Streets and Sanitation (DSS) Neighborhood Clean-Up (NCU) Transitional Job program model prepares returning citizens – individuals who have served prison terms, are transitioning from incarceration, and/or have an arrest or conviction record – for full-time employment at or above the City’s minimum wage. Central to the NCU Transitional Job program model are career navigation, support services, and temporary subsidized jobs that stabilize participants with a source of income and are integrated with career navigation services that help participants access training and develop skills that are aligned with their long-term career interests.

DFSS anticipates awarding one contract with an estimated award range of \$825,000-\$1,075,000 per year depending on funding availability. Continued support will be dependent upon the Respondent’s performance and the continued availability of funding. This contract will operate on a reimbursement basis only. No advances will be given.

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:**

**October 29, 2021  
12:00, NOON CST**

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

**PRE-SUBMITTAL WEBINARS:**

A Pre-Submittal Webinar will be held on **September 30, 2021, 11:00 a.m. – 12:30 p.m.**  
Attendance is not mandatory but is advised.

Please register prior to the webinar's start using this link:  
<https://register.gotowebinar.com/register/4487624141031216651>

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.



**Brandie V. Knazze**  
**Commissioner**  
**Department of Family and Support Services**

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