

CITY COLLEGES[®]

OF CHICAGO

MARCH 22, 2024
ADDENDUM NO. 2

REQUEST FOR PROPOSALS (RFP) #MWJ2401 – GRANT WRITING SERVICES

ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USBs OF THE PROPOSAL TO BE SUBMITTED TO:

City Colleges of Chicago
Dawson Technical Institute
Business and Procurement Services
3901 S. State Street, Room 102
Chicago, IL 60609
Attn: Marietta Williams-Johnson, Sr. Contract Administrator

All proposals are due Tuesday, April 2, 2024, no later than 12:00 p.m. local Chicago CDT

Modifications to the RFP document

ITEM NO. 1 – Please note the following change in Section VI – Evaluation Criteria:

Currently reads:

1. Past performance of the firm with CCC or similar institutions of higher education, school districts, and/or government entities.
2. Past experience within category(ies) and samples of work (in order of priority)
 - Higher Education
 - Federal Grants (Department of Education, National Science Foundation, Department of Labor, etc.)
 - State Grants (Illinois Community College Board, Department of Commerce and Economic Opportunity, etc.)
 - Private/Foundation Grants
3. Success rate for awarded proposals and individual dollars raised
4. Qualification of firms/consultants (resumes, certifications, other documents)
5. M/WBE Compliance Plan

CHANGE TO: Add - 5. Hourly Rate as a criterion:

1. Past performance of the firm with CCC or similar institutions of higher education, school districts, and/or government entities.
2. Past experience within category(ies) and samples of work (in order of priority)

- Higher Education
 - Federal Grants (Department of Education, National Science Foundation, Department of Labor, etc.)
 - State Grants (Illinois Community College Board, Department of Commerce and Economic Opportunity, etc.)
 - Private/Foundation Grants
3. Success rate for awarded proposals and individual dollars raised
 4. Qualification of firms/consultants (resumes, certifications, other documents)
 5. **Hourly rate**
 6. M/WBE Compliance Plan

IMPORTANT NOTE: Failure to include “Addendum No. 1 – Revised – Section VIII – Firm and Consulting Services Category Form” will disqualify your proposal response submission. Please see Addendum No. 1 for this revised form.

END OF ADDENDUM