****

**February 26, 2020**

**ADDENDUM NO. 1**

**RFP #** **SN2002 – COLLEGE CREDENTIAL SERVICES**

**ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USB DRIVES OF THE RESPONSE TO BE SUBMITTED**

**All bid responses shall be addressed and returned to this location by the due date listed below:**

**City Colleges of Chicago**

**Dawson Technical Institute**

**Procurement Services**

**3901 South State Street, Room 102**

**Chicago, IL 60609**

**Attention: Steve Nash, Contract Administrator**

***Proposals are now due Friday, March 20, 2020, no later than 12:00 p.m. local Chicago time***

**Item 1 – Modification to the RFP Document**

**Currently Reads:**

**Page 1, Heading – Bid due date and time**

**REQUEST FOR PROPOSALS (RFP) # SN2002 College Credential Services**

**DISTRICT WIDE**

**ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USB DRIVES OF THE RESPONSE**

**TO BE SUBMITTED**

All responses shall be addressed and returned to:

City Colleges of Chicago

Procurement Services

3901 S. State Street, Room 102

Chicago, IL 60609

Attn: Steven Nash, Contract Administrator

***Proposals must be received no later than 12:00 p.m. local Chicago time, on***

***Friday, February 28, 2020***

**CHANGE TO:**

**REQUEST FOR PROPOSALS (RFP) # SN2002 College Credential Services**

**DISTRICT WIDE**

**ONE (1) ORIGINAL SIGNATURE HARD COPY AND TWO (2) USB DRIVES OF THE RESPONSE**

**TO BE SUBMITTED**

All responses shall be addressed and returned to:

City Colleges of Chicago

Procurement Services

3901 S. State Street, Room 102

Chicago, IL 60609

Attn: Steven Nash, Contract Administrator

***Proposals must be received no later than 12:00 p.m. local Chicago time, on***

***Friday, March 20, 2020***

**Item 2 – Modification to the RFP Document**

**Currently Reads:**

**Page 9-10, Section III – Submittal Requirements, Subsection B, Item 11 – Minority/Women Business Enterprise Plan (M/WBE)**

**Minority/Women Business Enterprise Plan (M/WBE)**

City Colleges of Chicago (CCC) has adopted a Minority and Women Business Enterprise

(MBE/WBE) Plan to ensure that MBEs and WBEs shall have maximum feasible opportunities to participate on City Colleges of Chicago contracts. All Proposers must address the Plan included as Appendix I in the solicitation.

Specifically, Proposers must submit the appropriate compliance documents (i.e. Schedules A and C or D) with their proposal. Also, MBE/WBE Implementation Plans (Schedule A) may include either direct or indirect participation in the provision of the services requested in the RFP. Any questions regarding the M/WBE Compliance policy or any part of Appendix I should be directed to Steven Nash, Contract Administrator via email at procurementservices@ccc.edu. Please reference the RFP# SN1903 in the Subject area.

**CHANGE TO:**

**Minority/Women Business Enterprise Plan (M/WBE)**

**City Colleges of Chicago (CCC) has adopted a Minority and Women Business Enterprise**

**(MBE/WBE) Plan to ensure that MBEs and WBEs shall have maximum feasible opportunities to participate on City Colleges of Chicago contracts. All Proposers must address the Plan included as Appendix I in the solicitation.**

**Specifically, Proposers must submit the appropriate compliance documents (i.e. Schedules A and C or D) with**

**their proposal. Also, MBE/WBE Implementation Plans (Schedule A) may include either direct or indirect participation in the provision of the services requested in the RFP. Any questions regarding the M/WBE Compliance policy or any part of Appendix I should be directed to Steven Nash, Contract Administrator via email at procurementservices@ccc.edu. Please reference the RFP# SN2002 in the Subject area.**

**Item 3 – Modification to the RFP Document**

**Currently reads:**

**Page 13, Section V – General Instructions, Subsection A – Time for Receiving Proposals**

**A. Time for Receiving Proposals**

**Proposals must be received no later than 12:00 p.m. local Chicago time, on Friday, February 28,**

**2020. Proposals received prior to the due date and time will be securely kept and unopened.**

**Proposals submitted after the designated time and date will be returned unopened. Proposals are not publicly opened and once submitted become the property of the City Colleges of Chicago.**

**CHANGE TO:**

**A. Time for Receiving Proposals**

**Proposals must be received no later than 12:00 p.m. local Chicago time, on Friday, March 20,**

**2020. Proposals received prior to the due date and time will be securely kept and unopened.**

**Proposals submitted after the designated time and date will be returned unopened. Proposals are not publicly opened and once submitted become the property of the City Colleges of Chicago.**

**Please acknowledge receipt of all Addendums in your proposal responses.**

**END OF ADDENDUM**