



February 10, 2021

ADDENDUM NO. 3

RFP #SH2101 – Continuous Improvement Partner for City Colleges of Chicago

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: Sherri Hardemon, Contract Administrator

***Proposals must be received no later than 12:00 p.m. local Chicago time, on
Tuesday, February 16, 2021***

Addendum Item No. 1

Questions, Responses and Clarification of Information

- Q1. Will references be contacted by CCC pre or post award? CCC reserves the right to contact references prior to execution of the contract.
Response: CCC reserves the right to contact references prior to execution of the contract.
- Q2. It is stated that the second workshop is intended to be in person in Chicago, but Section 14 on page 13 says CCC will not pay for nor reimburse for travel expenses. Does this mean we have to pay for all staff travel-related expenses out of pocket?
Response: The fee proposal is inclusive of all costs.
- Q3. What is meant by “organizational staffing plan chart?” Does this need to be graphic and show relationships between staff? Or is a table adequate?
Response: The organizational chart may be graphic, table or otherwise as long as it shows the information in Section III.B.5(d) on page 12.

Q4. Can you please confirm that all WBE/MBE that will qualify for this proposal, regardless of the type (direct, indirect, suppliers, manufacturers, etc.) must be located or have worked/attempted to work previously in the Chicago area? And that this requirement is fixed regardless of the location of the bidder?

Response: CCC will consider certified MBE, WBE, firms providing participation on a direct, indirect basis, including manufacturers or suppliers, that are located outside of the Chicago area. Please note that if such firms are not certified by the certifying agencies listed on page 5 of Appendix 1, certifications will also be considered from conferring government agencies in other states and major metropolitan cities on a case by case basis.

Q5. Are we required to have both WBE and MBE or would a business that is owned by a minority woman suffice? How would this combination, if allowed, adjust the requirements around participation goals? Would the goal be 25% or 32%?

Response: Vendors must meet the goal of 25% MBE, by direct or indirect participation, and the 7% WBE goal by direct or indirect participation. Additionally, vendors may request a limited or full participation goal of MBE, WBE or both by completing Schedule D and addressing the good faith efforts in a separate narrative.

END OF ADDENDUM

Please acknowledge receipt of all Addenda in your bid responses.