



March 12, 2020
ADDENDUM NO. 1
Sealed Bid #MWJ2104 – Professional Temporary Substitute Staff
(Teachers, Assistant Teachers and Support Staff)
Child Development Laboratory Centers – District Wide

ONE (1) ORIGINAL SIGNATURE HARD COPY AND ONE (1) USB DRIVE OF THE BID TO BE SUBMITTED

All bid responses shall be addressed and returned to:

City Colleges of Chicago
 Dawson Technical Institute
 Procurement Services
 3901 S. State Street, Room 102
 Chicago, IL 60609

Attn: Marietta Williams-Johnson, Buyer

All Bids are now due Tuesday, March 23, 2021, no later than 12:00 p.m., CDT. Bids can be delivered/dropped-off at the rear parking lot building entrance.

Part I - Questions, Responses and Clarification of Information:

- Q1. Is drug screening required and when should it be conducted?
 A. **Yes, the drug screening is required prior to an assignment at City Colleges of Chicago.**
- Q2. Since we don't require drug screening, who pays for it?
 A. **The agency must consider adding this cost to their rates.**
- Q2. How many of each type of teachers do you anticipate needing on a weekly basis?
 A. **We cannot guarantee that we will need a teacher every week, however, typically we may request 2-3 total a week of either a teacher or a teacher assistant and this applies mostly during winter months as needed; and, between 1-2 substitutes per week for vacation, sick days, etc. as needed.**
- Q4. Can you please confirm the documents that are to be provided in the submitted bid that are required on your paper (forms)?
 A. **See Section 00500 - Bid Submittal, page 37 Article 5.03, is the bid checklist of what you should be including in your bid submission.**

Part II – Modifications to the Bid document

ITEM NO. 1 – CURRENTLY READS:

NOTICE: **SEALED BIDS ARE DUE ON TUESDAY, MARCH 6, 2021, BY 12:00 P.M. TO CITY COLLEGES OF CHICAGO, DAWSON TECHNICAL INSTITUTE, DEPARTMENT OF BUSINESS AND PROCUREMENT SERVICES, ROOM 102, 3901 S. STATE STREET, CHICAGO, IL 60609. BIDS WILL BE OPENED AND READ VIA ZOOM TELECONFERENCE PROMPTLY AT 12:15 P.M. DELIVERIES ARE ACCEPTED AT THE REAR PARKING LOT BUILDING ENTRANCE MONDAY THRU FRIDAY FROM 9AM – 3PM. ALL BIDS ARE DUE BY THE DUE DATE AND TIME DEADLINE.**

CHANGE TO:

NOTICE: **SEALED BIDS ARE DUE ON TUESDAY, MARCH 23, 2021, BY 12:00 P.M. TO CITY COLLEGES OF CHICAGO, DAWSON TECHNICAL INSTITUTE, DEPARTMENT OF BUSINESS AND PROCUREMENT SERVICES, ROOM 102, 3901 S. STATE STREET, CHICAGO, IL 60609. BIDS WILL BE OPENED AND READ VIA ZOOM TELECONFERENCE PROMPTLY AT 12:15 P.M. DELIVERIES ARE ACCEPTED AT THE REAR PARKING LOT BUILDING ENTRANCE MONDAY THRU FRIDAY FROM 9AM – 3PM. ALL BIDS ARE DUE BY THE DUE DATE AND TIME DEADLINE.**

ITEM NO. 2 – ADD: Additional information for Section 00400 – General Specifications – 4.01 - Scope of Services

Enrollment Numbers:

Campus	Current		Expansion		Grand Total
	Classrooms	Max Number of Children	Classrooms	Max Number of Children	
Truman College	2 Preschool classrooms 2 (2-year old classrooms)	40 preschool 16 (2-year old)			4 Classrooms 56 Children
Kennedy King College	2 Preschool classrooms 2 (2-year old classrooms)	40 preschool 16 (2-year old)			4 Classrooms 56 Children
Olive Harvey College	2 Preschool classrooms	40 preschool	2 (2-year old classrooms)	16 (2-year old)	4 Classrooms 56 Children
Malcolm X College	2 Preschool classrooms	34 preschool	1 Preschool classroom	17 preschool	3 Classrooms 51 Children
Daley College	2 Preschool classrooms	40 preschool	2 (2-year old classrooms)	16 (2-year old)	4 Classrooms 56 Children

Please acknowledge receipt of all Addendums in your bid submission.

END OF ADDENDUM