

**CITY COLLEGES<sup>®</sup>**  
OF CHICAGO

August 08, 2022

ADDENDUM NO. 1

RFP #NC2202 – CHANCELLOR’S RETENTION GRANT  
AND WORKING CREDIT EVALUATION FOR THE  
OFFICE OF DECISION SUPPORT

**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  
Dawson Technical Institute - Procurement Services  
3901 S. State Street, Room 102  
Chicago, IL 60609

Attn: Nanzi Cantero, Senior Contract Administrator

***Proposals must be received no later than 12:00 p.m. CDT, Wednesday, August 24, 2022***

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**Part I – Questions, Answers and Clarification of Information**

Q1. Regarding the MBE/WBE participation goals:

a. Is the goal of 25 percent MBE participation and 7 percent WBE participation a target or a requirement?

The CCC Board of Trustees has set a goal of MBE participation of 25% and WBE 7% participation. These goals can be met on a full or partial basis with direct participation or indirect participation, as set forth in the Plan. Proposers may request a waiver, on a full or limited basis by submitting a Schedule D and supporting narrative addressing the good faith efforts set forth in the Plan.

b. Do you require both MBE and WBE participation or just one or the other?

The Plan sets forth goals for both MBE participation at 25% and WBE participation at 7%.

c. Do the MBE and WBE need to be local to the Chicago area?

Certifications will also be considered from conferring government agencies in other states and major metropolitan cities on a case by case basis.

d. Can these percentages go to a combination of businesses or must they each go to a single business? (In other words, can the 25 percent MBE participation include 15 percent to one MBE and 10 percent to another MBE?)

A: YES

Q2. Is the “interim report” that is included in the list of deliverables more of a draft of the final report than a separate report, since it is due only one month before the final report?

A: Yes

Q3. Is this evaluation focused only on retention and completion for students in academic, for-credit programs (e.g., associate degree programs)? Or does it also include students in noncredit, shorter-term programs?

A: Students enrolled in both degrees and certificates, including some short-term certificate programs, have been eligible for these programs and would be part of the evaluation.

Q4. How soon after the academic term ends would City Colleges of Chicago be able to make administrative data available to the research firm?

A: All academic and student outcomes data (grades, re-enrollment, GPA, credit accumulation, degree/certificate completion, etc.) through the end of academic year 2021-2022 is currently available. Data for Summer 2022 will be available by end of August and Data for Fall 2022 will be available by mid-January.

Q5. In addition to course completion and grades, would the research firm have access to data on the Chancellor's Retention Grants, such as the amount of grant funds received by each recipient?

A: Yes, we can provide data, with the awarded vendor upon execution of the contract, on the offer(s) students received.

Q6. Approximately how many Chancellor's Retention Grants are projected to be awarded during School Year 2022-23?

A: We do not have projections for the next school year. Final decisions about which CRG offers to implement for Fall 2022 have not yet been made.

Q7. Are there any restrictions or limits on overhead costs?

A: Per the grant funder, funds should not be used for overhead costs, also referred to as indirect costs.

Q8. Will CCC be able to provide us with data using a unique identifier, as opposed to PII?

A: Yes, we can provide either a Student ID or randomized identifier.

Q9. Can students who receive the CRG also receive the Working Credit grant?

A: Yes, it is possible for a student to be eligible and receive multiple CRG offers and/or Working Credit.

Q10. What other supports are included in the Fresh Start program (in addition to the Working Credit grant)?

A: Fresh Start participants were encouraged to commit to utilizing existing CCC academic advising support. However, there were no changes to academic advising supports that are offered to all CCC students.

Q11. What is the average number of students (per semester) who receive support through each grant?

A: For Chancellor's Retention Grant, the average is 3,500 students per semester. For Working Credit, the average is 165 students per semester.

Q12. Is CCC able to identify which students received support for each program?

A: Yes

Q13. Similarly, is CCC able to identify which students met the eligibility criteria for each program and did not participate?

A: Yes

Q14. Does CCC expect in-person presentations for the briefing at the conclusion of the project?

A: In person presentations are preferred, but not required. We are also open to modifying the plan for in person vs virtual presentations based on the evolving trends with COVID cases and the latest public health guidelines.

Q15. Will the CCC data elements regarding student enrollment, outcomes, and finances, including but not limited to: re-enrollment rates, GPA, withdrawal, graduation, and tuition paid be provided with unique, anonymous identifiers as opposed to student names or social security numbers?

A: We will not provide social security numbers. To facilitate matching records across different data sets, we will provide either a Student ID or randomized student identifier. Names will only be provided if necessary, based upon the proposed evaluation plan.

Q16. Are the RFP Section IV Insurance Requirements, particularly the Cyber Liability and Professional Liability/Medical Malpractice requested coverage limits, negotiable?

A: Proposed revisions to the coverage limits are only permitted if a proposer has submitted a request during the inquiry period to specifically modify the coverage limits and CCC modifies such limits in the Addendum. Revisions to the coverage limits are not acceptable after proposals are submitted, i.e., the due date for submission of proposals.

**END OF ANNOUNCEMENT**

**Please acknowledge receipt of all Addenda in the Executive Summary Introduction letter of your RFP responses.**