

Department of Procurement Services - City of Chicago

May 14, 2018

Addendum No. 1

To

REQUEST FOR PROPOSAL (“RFP”)

For

BANK ISSUED ONE-TIME USE CREDIT CARD PAYMENT SERVICES

Specification No. 458721

For which Proposals are scheduled to be received no later than 4:00 PM., Central Time on May 17, 2018 (pursuant to the Request for Proposal advertised March 30, 2018) in the Department of Procurement Services, Bid & Bond Room (Room 103 of City Hall).

The following revisions/changes will be incorporated in the above referenced RFP document. All other provisions and requirements as originally set forth remain in full force and are binding.

**Respondent must acknowledge receipt of this Addendum No. 1 in its Proposal AND should complete and return the attached Acknowledgment by email to raymond.adams2@cityofchicago.org
Attn: Ray Adams, Senior Procurement Specialist**

This document contains:

- I. Notice of Proposal Due Date Postponement;**
- II. Revisions to the RFP**
- III. Addendum Receipt Acknowledgment.**

The information contained in this Addendum No.1 is incorporated by reference into the original Request For Proposal (RFP) issued on March 30, 2018.

May 14, 2018

ADDENDUM NO. 1

FOR

REQUEST FOR PROPOSAL (RFP) FOR

BANK ISSUED ONE-TIME USE CREDIT CARD PAYMENT SERVICES

SPECIFICATION NO. 458721

For which proposals are due in the Department of Procurement Services, Bid & Bond Room, Room 103, City Hall, 121 N. LaSalle Street, Chicago, Illinois 60602, at 4:00 p.m., Central Time May 17, 2018.

The following revisions/changes will be incorporated in the above-referenced Request for Proposal. All other provisions and requirements as originally set forth remain in full force and are binding.

RESPONDENT SHOULD ACKNOWLEDGE RECEIPT OF THIS ADDENDUM IN THE COVER LETTER
SUBMITTED WITH YOUR PROPOSAL.

Addendum No. 2 is forthcoming and will answer questions received.

SECTION I: NOTICE OF PROPOSAL DUE DATE POSTPONEMENT

The previously advertised proposal due date has been postponed. **PROPOSALS ARE NOW DUE NO LATER THAN 4:00 P.M. CENTRAL TIME ON June 14, 2018, IN THE BID & BOND ROOM (ROOM 103), CITY HALL, 121 NORTH LASALLE STREET, CHICAGO, ILLINOIS 60602.**

SECTION II: REVISIONS TO THE RFP

Revision 1: The Pre-Proposal Conference and Proposal Due dates listed on the cover page are hereby changed from 2017 to 2018.

Revision 2: Exhibit 2 Compensation Schedule is hereby revised per this Addendum #1 and is attached as ADDENDUM #1 EXHIBIT 2 REVISED COMPENSATION SCHEDULE. This must be included with your proposal.

CITY OF CHICAGO
DEPARTMENT OF PROCUREMENT SERVICES

JAMIE L. RHEE
CHIEF PROCUREMENT OFFICER

CITY OF CHICAGO – DEPARTMENT OF PROCUREMENT SERVICES

May 14, 2018

Addendum No. 1

to

REQUEST FOR PROPOSAL (“RFP”)

For

BANK ISSUED ONE-TIME USE CREDIT CARD PAYMENT SERVICES

SPECIFICATION NO.: 458721

Consisting of Sections I – III including this Acknowledgment.

III. ADDENDUM RECEIPT ACKNOWLEDGMENT

I hereby acknowledge receipt of Addendum No.1 to the RFP named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

Signature of Authorized Individual

Title

Name of Authorized Individual (Type or Print)

Company Name

Business Telephone Number

**Complete and Return this Acknowledgment via email to: raymond.adams2@cityofchicago.org
Attn: Ray Adams, Senior Procurement Specialist**

EXHIBIT 2:

COMPENSATION SCHEDULE

Respondent shall describe its revenue sharing or rebate program, and indicate the minimum rebate threshold, potential incentives, and rebates based on transaction volumes on the chart below.

Rebate Schedule					
Annual Volume	2018 Rate	2019 Rate	2020 Rate	2021 Rate *	2022 Rate *
\$100,000,000 and above					
\$75,000,000 to \$99,999,999					
\$50,000,000 to \$74,999,999					
\$40,000,000 to \$49,999,999					
\$30,000,000 to \$39,999,999					
\$20,000,000 to \$29,999,999					
\$10,000,000 to \$19,999,999					
\$1,000,000 to \$9,999,999					
\$0 to \$999,999					

*Option Years