



OFFICE OF THE CITY CLERK  
ANNA M. VALENCIA  
CITY OF CHICAGO

FOR IMMEDIATE RELEASE

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**CLERK VALENCIA ANNOUNCES REQUEST FOR PROPOSAL FOR CITYKEY COMMUNITY SERVICES**

***City to award over \$400,000 to community-based organizations to help administer the Chicago CityKey program***

Chicago City Clerk Anna M. Valencia and Mayor Rahm Emanuel announced today that the City is one step closer to rolling out Chicago's Municipal ID program, now known as the Chicago CityKey, by releasing a Request for Proposal (RFP) for community-based organizations that will help to administer the program. These community-based organizations, or delegate agencies, will function as a hub for coordination of the CityKey program across different regions of Chicago to increase access to the ID for Chicago residents.

"The CityKey would not have been possible without the hard work and dedication of community advocates and organizations," said Clerk Valencia. "Partnering with delegate organizations is not only an investment back into our communities but a commitment to our residents that we want to meet them where they are and with the people that understand them the most so we can increase access to getting an ID."

The Office of the City Clerk is seeking a delegate organization(s) to:

- Conduct community outreach activities to educate residents on the program;
- Aid CityKey applicants in collecting the necessary documents to apply for the program; and,
- Staff CityKey mobile sites and support Office of the City Clerk personnel when administering the cards in the community.

Up to three contracts will be awarded with multiple agencies having the ability to apply under one application. Responses to the RFP are due by March 2, 2018 at 12:00 p.m. A pre-submittal conference is tentatively scheduled for February 14, 2018 at 10:30 a.m.

Mayor Emanuel and Clerk Valencia launched the CityKey pilot in December 2017. To support the program's implementation, the City's 2017 and 2018 Budget allocated \$1 million to the program. Upon being sworn-in, City Clerk Valencia launched a listening tour to solicit feedback about the Municipal ID program from constituents all across the city and has held over 50 roundtables to date. In April 2017, an ordinance solidifying the program was passed in City Council with overwhelming support. After testing the program, Clerk Valencia plans to make the card publically available to Chicago residents in the spring of 2018. The RFP and related information is available at [www.chicityclerk.com/bids](http://www.chicityclerk.com/bids).

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