

## Request for Proposals for

### Commercial Move Management

*Due Date: May 29, 2019 / Issue Date: May 9, 2019*

The Mayor's Workforce Development Board (MWDB) is directly responsible and accountable to the State of Michigan, Talent Investment Agency (TIA) for the planning and oversight of talent development programs in the City of Detroit. Designated by the MWDB, Detroit Employment Solutions Corporation (DESC) serves as the fiscal and administrative entity that provides workforce services to job seekers and employers. DESC's primary funding streams for programs include Workforce Innovation and Opportunity Act (WIOA) (formerly known as the Workforce Investment Act), Temporary Assistance to Needy Families (TANF) employment and training services (known in Michigan as the PATH program: Partnership. Accountability. Training. Hope.), SNAP E&T (known in Michigan as the Food Assistance Employment and Training (FAE&T) Program), Wagner-Peyser Employment Service (ES), combined with other public and private grants and funding. DESC manages the Detroit Michigan Works! One-Stop Service Centers and a network of eight PATH service providers. The Corporation enters into contracts with qualified entities to provide workforce development programs and services to job seekers and employers.

#### Funding Opportunity Description

DESC seeks qualified move management consultants to comprehensively plan and manage the opening, relocation, consolidation and/or closure of our Detroit at Work Career Centers over the period June through December 2019.

Award amounts will be determined solely at DESC's discretion after review and evaluation of the proposals.

- If a contract is awarded as a result of this RFP, it will be a DESC Sub-recipient Contract.
- The term of the contract will be for a one (1)-year period.

Requests for the RFP package must be emailed to DESC at [procurement@detempsol.org](mailto:procurement@detempsol.org). In order to receive an RFP package, qualified applicants must submit the following information via email: *Company Name, Address, Office Phone Number, Contact person's name, Title, and Valid Email Address.*

Email Subject Line should include: **Move Management RFP Request**

*Notifications and changes related to this RFP will be in writing, issued by DESC and will be sent to each prospective vendor who has identified themselves as a potential responder by requesting a bid package.*

Proposals must be submitted electronically on or prior to **May 29, 2019 at 12:00 PM (EST)**. Each applicant is responsible for ensuring that its bid is received by DESC on a timely basis.  
**Late bids will not be accepted.**



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