



Request for Proposals for

Math and Mechanical Reasoning Skills Tutoring Services

Issue Date: June 14, 2019

As a result of the expansion of the Jefferson North Assembly Plant and Mack Avenue Engine Plant, Fiat Chrysler Automotive (FCA) will be hiring more than 5,000 new employees in Detroit. Detroit Employment Solutions Corporation and the City of Detroit are committed to supporting FCA in identifying, preparing, and hiring Detroit residents to fill these new positions.

As part of this effort to support Detroit residents in successfully navigating the FCA application process, DESC is seeking proposals from qualified applicants to provide Math and Mechanical Reasoning Skills Tutoring to prepare job seekers for employment opportunities at FCA.

DESC plans to select one or more proposals (that may be comprised of multiple partners provided the State of Michigan's procurement policy is followed) to provide tutoring for up to 3,000 – 5,000 participants in aggregate. Any individual applicant must have the ability to serve at least 500 individuals by August 31, 2019.

Award amounts will be determined solely at DESC's discretion after review and evaluation of the proposals. Proposals will be reviewed on a rolling basis until August 2, 2019. Contract periods will be from two to twelve months, with start dates determined by date of submission, as outlined below:

| Application Submitted | Contract Start Date |
|--------------------------|---------------------|
| June 17 – June 28, 2019 | July 8, 2019 |
| June 29 – July 12, 2019 | July 22, 2019 |
| July 13 – August 2, 2019 | August 12, 2019 |

Requests for the bid package must be emailed to DESC at procurement@detempsol.org. In order to receive a bid 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: **DESC Math and Mechanical Tutoring Bid Request**

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

Proposals must be submitted electronically to procurement@detempsol.org on or prior to **August 2, 2019 at 12:00 PM (Local Time)**. Each applicant is responsible for ensuring that its bid response is received by DESC on a timely basis. **Late bids will not be accepted.**



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