



## Request for Proposals for

### Legal Services

*Due Date: May 13, 2019 / Issue Date: April 12, 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 is awarding funds to procure qualified individuals or organizations to provide Legal Services for the Detroit Employment Solutions Corporation (DESC) and the Mayor's Workforce Development Board (MWDB).

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 Professional Services Contract.
- The term of the contract will be for one (1) year period and at most, two (2) one-year renewal options.

**The performance period for this contract is May 27, 2019 to May 26, 2020.**

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: **DESC Legal Services RFP Questions**

*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 13, 2019 at 5:00 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.**



**Mayor's Workforce Development Board**  
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Jeffrey M. Donofrio, *Executive Director*

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