



CITY OF DETROIT
FINANCE DEPARTMENT
PURCHASING DIVISION

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ADVERTISE: December 1, 2011

**FILE NUMBER 39721
REQUEST FOR PROPOSALS**

**ONE-STOP CASE MANAGEMENT AND RELATED SERVICES PROVIDER
FOR THE DETROIT WORKFORCE DEVELOPMENT DEPARTMENT**

Sealed proposals for the **One-Stop Case Management and Related Services Provider** for the *Detroit Workforce Development Department* for the City of Detroit will be received by the City of Detroit, Finance Department-Purchasing Division, at 2 Woodward Ave, Room 1008 Detroit, Michigan 48226 on or before **4:00 p.m., local time on January 12, 2012.**

Late proposals shall be returned to the sender unopened.

There will only be a Public Opening but no Reading of the proposals.

All proposals submitted by **4:00 p.m., January 12, 2012**, will be publicly recorded at **8:30 a.m. on January 13, 2012** in the Finance Department, Detroit, MI. Proposals submitted **will not** be available for review. This will be the vendor's opportunity to be informed as to what firms have submitted proposals in response to the RFP.

To receive a copy of the One-Stop Case Management and Related Services Provider RFP, please e-mail a request to Kenneth Troupe, Principal Purchases Agent, at Kennitht@detroitmi.gov.

Should you be in doubt as to the true meaning of a portion of this Request for Proposals, or should you find any ambiguity, inconsistency, or omission therein, please make a written request for an official interpretation or correction. **All questions must be received in writing no later than December 9, 2011 by 12 noon to be considered. All questions should be sent to the attention of Kenneth Troupe, Principal Purchases Agent, via E-Mail Kennitht@DetroitMi.gov or Fax at 313-628-1160. All inquiries must be in writing. No phone calls will be accepted. All questions received by the question deadline will be responded to in the form of a rider. Responses to questions will be sent via e-mail to all firms on record as having received a copy of the RFP from the Finance Department Purchasing Division. Additionally, a MANDATORY Pre-Proposal Conference will be held on Thursday December 15, 2011 at 10:00 a.m., local time. The pre-proposal conference will be held at Detroit Workforce Development Department, 1st Floor Conference Room, 707 W. Milwaukee, Detroit, MI 48202.**

PROPOSAL REQUIREMENTS MAY BE OBTAINED AT THIS OFFICE. THE CITY OF DETROIT RESERVES THE RIGHT TO WAIVE ANY IRREGULARITY IN ANY PROPOSAL OR TO REJECT ANY OR ALL PROPOSALS, SHOULD IT BE DEEMED FOR ITS BEST INTEREST.

**Kenneth Troupe, C.P.P.B.
Principal Purchases Director**