



## **PUBLIC NOTICE**

**DETROIT WORKFORCE DEVELOPMENT DEPARTMENT (DWDD),  
707 WEST MILWAUKEE AVENUE  
DETROIT, MI 48202**

**A Michigan Works! Agency, in cooperation with the  
Detroit Workforce Development Board (DWDB)**

**Mayor of Detroit  
Dave Bing**

**Detroit Workforce Development Board, Chair  
Tom Goss**

**Announcement Type: Notice of Solicitation for  
Request for Proposals  
Employment Services Operator**

**THIS IS NOT A NOTICE OF EMPLOYMENT**

The Detroit Workforce Development Department requests proposals from qualified organizations to implement Employment Services operations. The goal of Employment Services is to provide a variety of employment-related labor exchange services including job search assistance, assessment, job referral, and placement of job seekers; re-employment services to unemployment insurance claimants; and recruitment services to employers.

Entities eligible to implement Employment Services operations must be a unit of the State of Michigan, a local unit of government, a special purpose unit of government, a school district, an intermediate school district, a public community college, or a public university.

Activities and programs offered through Employment Services are available to any job seeker who comes to any Michigan Works! Agency Employment Service Center seeking assistance in finding employment. Services are also available to any employer who comes to an MWA Employment Service Center seeking assistance in finding qualified workers.

The RFP package will be available for pick-up beginning Monday, June 14, 2010, and thereafter, Monday through Friday, 8:30 a.m.-4:00 p.m. at the

City of Detroit Workforce Development Department, 707 W. Milwaukee, Second Floor, Detroit, Michigan 48202.

All questions regarding the RFP shall be submitted in writing via mail or fax no later than 4:00 PM, LOCAL TIME, by Monday, June 21, 2010 to the attention of:

Robert Shimkoski, Jr., Manager I  
City of Detroit Workforce Development Department  
707 W. Milwaukee  
Detroit, Michigan 48202  
Fax: 313-876-0585

**NO TELEPHONE CALLS WILL BE ACCEPTED. ALL INQUIRIES MUST BE IN WRITING.**

A mandatory pre-proposal bidders' conference will be held on Friday, June 25, 2010 in the Detroit Workforce Development Department's Second Floor Conference Room, 2A, 707 W. Milwaukee Avenue, Detroit, Michigan 48202. Time: 1:30 p.m. Reservations are requested. Please RSVP by contacting Lorraine M. Nelson, via fax, 313-876-0585, by 12:00 P.M., Wednesday, June 23, 2010.

On Tuesday, July 13, 2010, the completed proposals are due **in a sealed envelope or box** at the City of Detroit Workforce Development Department, 707 W. Milwaukee, Detroit, Michigan 48202, between the hours of 8:30 a.m. and 4:00 p.m. Applications received after the submission date and time will not be considered.

**Shannon Holmes, Chief of Staff, Mayor's Office**

**Larry Hightower, Director**  
**Melvin Gupton, Deputy Director**  
**Detroit Workforce Development Department**