



To Whom It May Concern,

The Macomb/St. Clair Workforce Development Board, Inc. is seeking an organization that is qualified and experienced at providing the following services at Michigan Works Service Centers:

- Outreach to the disadvantaged and dislocated worker population;
- Customer intake and eligibility determination for intensive and training services under the Workforce Innovation and Opportunity Act (WIOA);
- Assessment of customer employability needs including knowledge, interest and aptitude testing; barrier identification and resolution;
- Development of customer individual service strategy for employment;
- Case management;
- Job development and placement;
- Customer orientation to the Partnership, Accountability, Training & Hope (PATH) program and follow-up on PATH referrals;
- Brokering of on-the-job training contracts;
- Worker orientation to the Trade Adjustment Assistance (TAA) program.

For maximum flexibility, continuity and efficiency, the Workforce Development Board will contract with one organization to provide all the services listed above. The enclosed package contains detailed information that identifies the services to be delivered. The period of funding will be July 1, 2021 through June 30, 2024.

Final bids must be submitted Friday, April 23, 2021 on or before 12:00 noon to the administrative offices of the Macomb/St. Clair Workforce Development Board.

Sincerely,

John H. Bierbusse, Executive Director
Macomb/St. Clair Workforce Development Board, Inc.

ADMINISTRATIVE OFFICE

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FAX (586) 469-7488

CUSTOMER CENTERS

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Mt. Clemens, MI 48043
(586) 783-8700
FAX (586) 469-5082

15950 12 Mile Road
Roseville, MI 48066
(586) 447-9200
FAX (586) 447-9238

43630 Hayes Road
Clinton Township, MI 48038
(586) 263-1501
FAX (586) 286-9517

100 McMorran Boulevard
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