



A proud partner of the American Job Center network.

Request for Proposal Website Design, Development & Hosting

PROPOSALS SHOULD BE DIRECTED TO:

Capital Area Michigan Works!

rfp@camw.net

PROPOSAL SUBMISSION CHECKLIST:

Please ensure the following is completed to be considered for partnerships. Failure to do so will subject the proposal to disqualification.

- Proposal narrative following the **SCOPE OF OBJECTIVES** outlined in section D.
- Proposal submission of **BID REQUIREMENTS** as outlined in section E.
 - *Completed forms included in Parts I, II, and III of the RFP. (Note: signatures required)
 - *Three (3) reference letters.
- All materials were received by the indicated deadline.

This RFP will be made available in alternative format (audio tape or large print) upon request. Requests for alternative formats shall be made in writing within three (3) business days of release of the RFP via email to rfp@camw.net.

Equal Employment Employer/Program
Auxiliary Aids and Services Available upon Request to Individuals with Disabilities
Michigan Relay Center Callers Use 711 or 1-([844](tel:8445786563))-578-6563

I. GENERAL INFORMATION

A. DESCRIPTION OF ENTITY

Capital Area Michigan Works! (CAMW!) is a local unit of government formed under Michigan Public Acts 7 & 8 of 1967. CAMW! is the administrative entity for delivering state/federally-funded programs to strengthen workforce development in Clinton, Eaton, and Ingham Counties in Michigan.

The primary purpose of the CAMW! American Job Centers are to provide labor exchange and workforce development services for employers and job/career seekers. The mission of CAMW! is Connecting with Business. Strengthening our Workforce.

The focus of CAMW! is to strengthen the regional economy by assisting employers in finding and retaining qualified employees, and by assuring the labor force meets the needs of the employers.

B. PURPOSE

This request for proposal is for the purpose of entering into a contractual agreement with a web developer to design, develop, and host a website for Capital Area Michigan Works!

Capital Area Michigan Works! is looking to update its current website, <http://www.camw.org>.

C. RFP STIPULATIONS

As a recipient of Federal and State funds, CAMW! must procure on an open, competitive basis. A proposal must set forth all responses in the format required by the RFP to be considered. Any proposals may be rejected in whole or in part. CAMW! reserves the right to rescind this RFP in whole or in part. CAMW! shall not be responsible to any bidder or potential bidder for any costs incurred or opportunities lost in responding to this RFP or deciding not to respond.

To ensure the integrity of this procurement, bidders shall make special efforts to prevent fraud and other abuses. Fraud includes deceitful practices and intentional misconduct, such as willful misrepresentation. "Abuse" is a general term that encompasses improper conduct that may or may not be fraudulent. While federal legislation is not specific, possible problem areas could include the following: conflict of interest, kickbacks, bribes, nepotism, political patronage, political activities, and sectarian activities. Bidders that are found to violate the abuse standards will be disqualified. Bidders are required to report immediately any violations in these areas or in problem areas that may later be defined.

Information provided by a proposer that is willingly, knowingly, and purposely false, inaccurate, or misleading will be grounds for not considering a proposal for funding, for not awarding a contract, or for canceling a contract if awarded.

Any bidder that attempts to exchange information with any other potential bidder to gain a competitive advantage shall be subject to disqualification. In addition, any bidder who attempts to discuss its proposal with, or offer anything of value to, any CAMW! officer, director, staff person, agent, or representative during this procurement process, shall be subject to disqualification.

CAMW! operates an equal-opportunity procurement process. Upon request, CAMW! can make this RFP available in large print or an alternative format. Auxiliary aids and services are also available upon request to individuals with disabilities. TDD Service is available through the Michigan Relay Center at 1-844-578-6563 or 7-1-1.

Neither the proposer nor anyone employed by the proposal shall discriminate against any person employed or applying for employment concerning the performance of the proposer's responsibilities under this agreement.

The successful bidder shall be required to comply with all applicable federal and state laws prohibiting discrimination based on race, color, religion, sex (including pregnancy, childbirth, and related medical conditions, sex stereotyping, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, genetics, familial status, veteran status, height, weight, arrest without conviction political affiliation or belief, or any characteristic or activity protected by Federal or State laws and regulations.

1. Disclaimer/Right to Reject/Cancel/Terminate

This RFP does not commit Capital Area Michigan Works! to award a contract, to pay any cost incurred in the preparation of a proposal to this request, or to procure or contract for services. CAMW! reserves the right to accept or reject any or all proposals received as a result of this request. CAMW! can cancel this RFP, in part or in its entirety, if it is in its best interest to do so.

CAMW! may require selected offerors to participate in negotiations and to submit such costs or other revisions to their proposals as a result of negotiations. CAMW! is not liable for costs incurred by the offerors before the signing of a contract and/or written authorization from CAMW! to proceed with the services.

a) Termination Before Completion:

CAMW! reserves the right to terminate its commitment if the successful bidder fails to make sufficient progress toward completion of the project or if CAMW! receives funding reductions, which make the proposed project unfeasible. The determination of the sufficiency of grounds for termination under this clause shall be within the sole discretion of CAMW!

2. Small and Minority Owned Businesses, Women's Business Enterprises

Capital Area Michigan Works! will make an effort to utilize small and minority-owned businesses, women's business enterprises, and Labor surplus area firms when possible.

An Offeror qualifies as a small business firm if it meets the definition of "small business" as established by the Small Business Administration (13 CFR 121.201), by having average annual receipts for the last three fiscal years of less than six million dollars.

3. Award

Upon conclusion of final negotiations with the successful bidder, Capital Area Michigan Works! may award a contract, based on offers received, without discussion of such offers. Accordingly, each offer should be submitted on the most favorable terms from a price and technical standpoint. CAMW! reserves the right to request additional data or to request an oral presentation in support of written proposals.

Please do not contact Capital Area Michigan Works! to check the status of proposals.

4. RFP Appeal Process

A bidder wishing to appeal the decision of the award must adhere to the following procedure:

A bidder can request a copy of the proposal rankings. The rankings will be emailed or mailed to the bidder if requested in writing within five (5) working days after a decision is reached.

An appeal will not be accepted if it attempts to modify or include additional information to the original proposal. However, if incomplete, inaccurate, or other than current data and information were entered into the evaluation process by CAMW!, CAMW! may rectify such errors before initiation of Step #2 below. Current is defined as data and information in the possession of CAMW! at the time of the submission of the original proposal.

a. Review and Appeal Process

Step #1 - Within five (5) working days after a decision has been rendered to accept a proposal, the appellant must submit a request in writing that their proposal receive a second review. **The appeal for the review shall state the basis of the appeal.**

The request for the second review must be received by CAMW! no later than the close of business on the fifth working day after the decision has been rendered.

Step #2 - Within fifteen (15) working days of receipt of the request for the second review, the Chief Executive Officer of CAMW! (or designee) will convene:

- (1) CAMW! staff member(s) who wrote and/or reviewed the original proposal; and
- (2) Representative(s) of the bidder's organization, and, at the discretion of the CEO, an option to include:
- (3) The Administrative Board chair.

The Chief Executive Officer of CAMW! (or designee) will chair the meeting. The purpose of this meeting is to provide a second review of the appellant's proposal based on information presented in conformance with the paragraphs above.

Step #3 - Within five (5) working days after the meeting in Step #2, the staff member(s) who reviewed the appellant's proposal will prepare a final determination. The appellant will be notified in writing, within these five (5) working days, of the outcome. The final determination notification may be shared with the Administrative Board at the discretion of the CEO.

D. SCOPE OF PROJECT

The purpose of Capital Area Michigan Works!' website redesign and development is to:

- Improve navigation and user experience
- Enhance the website's visual appeal, ensuring that it aligns with our organizational brand
- Optimize the website for mobile services and improve site speed and security
- Ensure accessibility and compliance with ADA guidelines
- Integrate a new content management system for easy updates and maintenance by staff
- Incorporate Search Engine Optimization best practices to improve the visibility of our site

1. Project Objectives:

The proposal applicant shall demonstrate the following objectives and develop a detailed budget.

- a. **Integration and Optimized Conversion:** Design a website optimized for search engines and conversions (e.g., customer service survey engagement).
- b. **Content Management:** Build user-friendly systems for staff to easily add, edit, and update content without coding. CAMW! staff should be able to upload, add, and remove elements within the Content Management System (CMS) without further assistance. Some elements include (not all inclusive):
 - Ability to add, delete, and change users
 - Add a file and/or video
 - Set up a generic email account for registrations/comments/surveys
- c. **Visual Assets:** Integrate high-quality images, graphics, and videos that enhance the user experience and convey our brand identity. Ensure all visual content is relevant, appropriately sourced, and optimized for fast loading times.
- d. **Consistent Branding:** Maintain a consistent tone, voice, and style throughout the content to reinforce our brand's identity and establish credibility.
- e. **Metrics for Success:** The website should include tools to track and measure user engagement, such as conversion rates, time spent on pages, and bounce rates, to assess their impact over time.

2. Design & Development

- **Responsive Design:** Create a responsive design that ensures an optimal viewing experience across various devices and screen sizes, including desktops, tablets, and smartphones.
- **User-Centric Layout:** Design a layout that prioritizes user needs and behaviors, guiding them through the website intuitively. Utilize whitespace, contrast, and hierarchy to enhance readability and usability.
- **Color Palette and Typography:** Select a cohesive color palette and typography that aligns with our brand identity, enhances readability, and promotes a visually appealing experience.
- **Visual Consistency:** Ensure consistent design elements, such as buttons, forms, headers, and footers, are used throughout the website to create a unified and harmonious look.
- **Page Loading Speed:** Implement optimization techniques to ensure fast loading times for all pages, enhancing user satisfaction and SEO rankings.
- **Browser Compatibility:** Develop the website to be compatible with all major web browsers, ensuring consistent functionality and appearance.

- Mobile-Friendly Elements: Incorporate mobile-friendly features such as touch-friendly navigation, resizable images, and legible text for an optimal mobile experience.
- Accessibility: Adhere to Web Content Accessibility Guidelines (WCAG) to make the website accessible to users with disabilities. Provide alternative text for images, ensure keyboard navigation, and maintain a high level of contrast.

a. Features and Functionality

- Mobile responsiveness and cross-browser compatibility.
- The best way to incorporate AI or Chat Box functionality.
- Search Engine Optimization best practices and analytics integration (e.g., Google Analytics).
- Accessibility compliance (WCAG 2.1 or equivalent).
- Easy-to-use CMS (e.g., WordPress, Drupal) for staff to update pages and add content without coding.
 - Collaborate with the current vendor to ensure a smooth migration of content, domains, and hosting, without any service interruption.
- Scalability for future needs (e.g., additional pages, plugins).
- Clear Information Hierarchy: Design a clear and logical information architecture that organizes content into well-defined categories, making it easy for users to navigate and find relevant information.
- Intuitive Menu Structure: Design a user-friendly menu that clearly displays essential sections, allowing visitors to easily access key pages without confusion.
- Search Functionality: Implement a robust search feature that allows users to quickly find specific content, products, or services.
- Breadcrumb Navigation: Incorporate breadcrumb trails to help users understand their current location within the website and facilitate easy navigation backward.
- Internal Job Posting Functionality – Create a searchable job board section with categories, filters, and easy submission of new postings.
- Document Storage Portal Page – Provide a secure internal page where staff and subrecipients can upload policies, forms, etc.
- Meet CAMW! Staff page.

b. Technical Requirements

- General Data Protection Regulation (GDPR) compliance
- Optimized for fast load times and high performance.
- Secure hosting and SSL setup.
- Backup and recovery solutions.
- Robust security measures, including data encryption, secure user authentication, and compliance with data protection standards.

c. Must Haves

- The content will be similar to CAMW!'s current website. **Some changes/streamlining of site architecture may be implemented at the vendor's recommendation and following discussions between CAMW! staff and the successful vendor.**
- Site must display CAMW! contact information and links to CAMW! social media accounts at all times.
- Site must include CAMW! equal opportunity employer statements.
- Site must be able to incorporate business and job seeker testimonials.
- Coordinate with/be compatible with existing outreach materials.
- The site must include the capability to search content within the website.

****If any features or functionality items above that may not fit within the budget below, please note this in the budget as an add-on feature with the cost.**

Prospective bidders may consider reviewing other Michigan Works! Agencies websites. For example, Michigan Works! West Central (www.mwwc.org), West Michigan Works! (www.westmiworks.org), or Great Lakes Bay Michigan Works! (www.michiganworks.com).

E. BID REQUIREMENTS:

Minimum Requirements

- Experience building and maintaining flexible websites that can be easily modified by nontechnical users.
- Experience with creating sites that build communities and have interactive features.
- Experience working with nonprofit and/or public entities.
- Solid information architecture skills for organizing content in ways that are intuitive to the site visitor.
- Ability to think creatively and propose unique solutions to help CAMW! achieve website goals.
- Familiarity with SEO and SEM strategies, as well as Google Analytics reporting.

The Bidder must include the following required information in order to demonstrate that the bidder has the experience and knowledge needed to complete the project. **Please limit your total narrative response to ten (10) pages** and include the following:

1. Describe your experience providing website development and/or redesign services to other companies. Provide the contact information (name, company, telephone number, and email address) for three (3) references. **(10 points)**
2. Provide general information about you/your company. State the mission and purpose of your agency. Describe your financial situation, organizational structure, management team, and achievements in creating websites. Also, declare any conflicts of interest that may result if awarded a contract with CAMW! **(5 points)**

3. How many people will work on this project? Provide the name (if known) and describe the role that each will perform. Name the person who will be the primary contact if awarded the contract. **(up to 5 points)**

4. How will you ensure that established deadlines are met? **(up to 5 points)**

5. Describe the “stages” of the project with a timeline for implementing recommendations? **(up to 5 points)**

Our goal is to launch barebones versions of the websites by **June 2026**. These initial launches should include:

- Professionally branded landing pages.
- Basic information about the organization/programs.
- Additional content and features will be added over time in collaboration with our team. Proposals should outline a phased approach, including:

1. Phase 1 (Initial Launch):

- Creation and deployment of a branded landing page with essential functionality.

2. Phase 2 (Post-Launch Additional Content):

- Development of additional features, pages, and extended functionality based on feedback and evolving needs.

3. Phase 3 (Ongoing Support):

- Continuous technical support, including regular updates, security monitoring, and periodic feature enhancements.
- Optional service agreements for long-term maintenance, user training, and troubleshooting as needed.

6. Describe your unique idea for the website. **(up to 15 points)**

7. Provide sample websites & three references for projects done in the last 3 years. **(up to 15 points)**

8. Cost of project. **(up to 20 points)**

The total budget available for the website project is \$60,000.

- **The annual cost of maintenance and hosting would not be included in this budget. This budget is only for the scope of the design and creation of the website.**

Costs should be broken down as such:

- Initial site architecture, layout, design, with customized imagery and development.
- Incorporation of edits, feedback, and revisions.

- Project timeline based on an agreed start date by both parties.
- Are updates to the CMS included?
- Training and Documentation – Provide virtual or in-person training sessions and a written guide for staff on content management and basic site maintenance.
- Include any warranty information available.
- Any additional costs.
- Separate the cost for the following:
 - Monthly web hosting (preferably provided by contracted vendor or recommendation of external hosting provider).
 - Monthly technical support
 - What services are included with the support?
 - A quoted cost per hour if monthly technical support is not purchased.

The successful bidder will propose a reasonable hourly rate that will be charged for the website development. All proposal budgets will be rank-ordered for scoring. 15-20 points for the most reasonable rate as compared to all proposal rates. 12-15 points for the second most reasonable rate as compared to all proposal rates. 9-12 points for the third most reasonable rate as compared to all proposal rates. 6-9 points for the fourth most reasonable rate as compared to all proposal rates, and any additional proposals will be awarded zero points when compared to all proposal rates.

9. What other information do you want CAMW! to know about you/your agency?
(Optional)

10. PRESENTATIONS

The proposals scoring 60 or higher will present the content management system (CMS) to CAMW! on a date to be determined.

PERFORMANCE

CAMW! reserves the right, with no penalty, to change the budget and services may be added or deleted as necessary. Upon issuance of a contract, both parties will have the option to terminate the contract upon 30 days' written notice to the other party.

Capital Area Michigan Works! will negotiate a payment schedule with the vendor awarded a contract. The award will go to the responsible firm whose proposal is most advantageous to the CAMW! and programs based on price and other evaluation factors.

F. INSTRUCTIONS ON PROPOSAL SUBMISSION

1. Closing Submission Date

Proposals must be **received** no later than **5:00 p.m. on Friday, March 6, 2026**, by emailing the proposal to rfp@camw.net.

2. Inquiries

Inquiries concerning this RFP should be emailed to rfp@camw.net. All questions must be submitted, in writing, no later than **5:00 p.m. on Friday, February 13, 2026**, to rfp@camw.net. All questions and answers will be posted on our website at www.camw.org no later than **5:00 p.m. on Friday, February 20, 2026**.

3. Proposals Instructions to Prospective Bidder

Proposals are due by **5:00 p.m. on Friday, March 6, 2026**, by emailing the proposal to rfp@camw.net. **CAMW! will not accept mailed or hand-delivered proposals.**

Proposal narratives are limited to **ten (10) 8 1/2" x 11"** pages, excluding Part I & II.

- a. Bidders must respond completely and accurately to all questions and other items calling for information. Failure to do so will subject the proposal to disqualification.
- b. Bidders must adhere strictly to the proposal instructions and format. Failure to do so will subject the proposal to disqualification.
- c. Potential bidders will be able to download the RFP from the CAMW! website (www.camw.org)
- d. The following parts specifically require responses and/or signatures from the bidder to be included with the proposal submitted:

**Part I Cover Sheet and Proposal Offeror Information
(Signature required)**

Part II Contract Requirements (signature(s) required)

Part III Proposal Narrative Instructions

- e. Attach three (3) reference letters.

II. PROPOSAL EVALUATION

A. SUBMISSION OF PROPOSALS

Responses must be complete and fully signed by an authorized organization official in order to be accepted. Members of the Administrative, Workforce Development, and Educational Advisory (T3) Boards (**See Attachment 1 for list of members**), or others with administrative or oversight responsibilities for the programs administered by Capital Area Michigan Works! may not sign the proposal. All proposals shall include a copy of the bidder's cost and any additional requested materials. These documents will become part of the contract.

B. NONRESPONSIVE PROPOSALS

Proposals may be judged nonresponsive and removed from further consideration if any of the following occur:

1. The proposal is not received timely in accordance with the terms of this RFP.
2. The proposal is not adequate to form a judgment by the reviewers.
3. The proposal does not follow the specified format.

C. EVALUATION

Evaluation of each proposal will be based on the following criteria:

Factors	Maximum Points
1. Design and organization (Requirement #1, #2 & #3)	20
2. Timeline (Requirement #4 & #5)	10
3. Unique ideas (Requirement #6)	15
4. Past project sample & references for demonstrated effectiveness (Requirement #7)	15
5. Cost (Requirement #8)	<u>20</u>
Maximum Points:	80
Presentation:	<u>20</u>
TOTAL Points:	100

D. REVIEW PROCESS

Capital Area Michigan Works! reserves the right to make an award without further discussion of the proposals submitted.

Capital Area Michigan Works! will award a contract to the responsible firm whose proposal is most advantageous to the agency and programs based on price and other evaluation factors.

PART I

PROPOSAL FOR DESIGN AND DEVELOPMENT OF CAMW! WEBSITE TO CAPITAL AREA MICHIGAN WORKS!

PROPOSAL OFFEROR COVER SHEET AND SUMMARY INFORMATION

Organization Name: _____

Address: _____

Contact Person: _____

Phone #: _____ Fax #: _____

Email address: _____

Employer Tax ID: _____ DUNS# _____
(If applicable)

Type of Organization: ☐ Private for Profit ☐ Private Non-Profit
 ☐ Public Government ☐ Other (specify)

The Certification Statement below must be signed by an official authorized to bind the Offeror in a sublease/contract.

Signature

Date

The above signer does hereby accept all the terms and conditions of the Request for Proposal (RFP), including RFP stipulations and specifications. The bidder also certifies that the information in this proposal is correct to the best of its knowledge and belief, and the filing of this proposal has been fully authorized by the organization submitting the proposal, and that the submitting agency is an Equal Opportunity Employer (if applicable).

Printed Name

Title

PART II

CERTIFICATIONS

On behalf of the Offeror:

The individual signing certifies that they are authorized to contract on behalf of the Offeror.

- A. The individual signing certifies that the Offeror is not involved in any agreement to pay money or other consideration for the execution of this agreement, other than to any employee of the Offeror.
- B. The individual signing certifies that the prices in this proposal have been arrived at independently, without consultation, communication, or agreement, for restricting competition.
- C. The individual signing certifies that the prices quoted in this proposal have not been knowingly disclosed by the Offeror before an award to any other Offeror or potential Offeror.
- D. The individual signing certifies that there has been no attempt by the Offeror to discourage any potential Offeror from submitting a proposal.
- E. The individual signing certifies that he/she has read and understands all of the information in this Request for Proposal.
- F. The individual signing certifies that the Offeror, and any individuals to be assigned to the organization does not have a record of substandard work and have not been debarred or suspended from doing work with any federal, state, or local government.

Organization Authorized Signature

Date

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of their knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, any officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying, in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1325, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for such failure.

Organization Authorized Signature

Date

**Certification Regarding Debarment,
Suspension, Ineligibility, and Voluntary Exclusion
Lower Tier Covered Transactions**

This certification is required by the regulations implementing Executive Orders 12549 and 12689, 2 CFR part 180. The regulations in 2 CFR part 180 restrict awards, subawards, and contracts with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs or activities. 2 CFR 200.214.

- (1) The prospective recipient of federal assistance funds certifies, by submission of this certification, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency.
- (2) Where the prospective recipient of Federal assistance funds is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this certification.

Organization Authorized Signature

Date

CERTIFICATE OF COMPLIANCE WITH PUBLIC ACT 517 OF 2012

I certify that neither _____ (Company), nor any of its successors, parent companies, subsidiaries, or companies under common control, are an “Iran Linked Business” engaged in investment activities of \$20,000,000.00 or more with the energy sector of Iran, within the meaning of Michigan Public Act 517 of 2012. In the event it is awarded a Contract as a result of this Request for Proposals, the Company will not become an “Iran Linked Business” during the course of performing the work under the Contract.

NOTE: IF A PERSON OR ENTITY FALSELY CERTIFIES THAT IT IS NOT AN IRAN LINKED BUSINESS AS DEFINED BY PUBLIC ACT 517 OF 2012, IT WILL BE RESPONSIBLE FOR CIVIL PENALTIES OF NOT MORE THAN \$250,000.00 OR TWO TIMES THE AMOUNT OF THE CONTRACT FOR WHICH THE FALSE CERTIFICATION WAS MADE, WHICHEVER IS GREATER, PLUS COSTS AND REASONABLE ATTORNEY FEES INCURRED, AS MORE FULLY SET FORTH IN SECTION 5 OF ACT NO. 517, PUBLIC ACTS OF 2012.

(Name of Company)

By: _____

Date: _____

Title: _____

PART III

A. SUMMARY INFORMATION

Summarize cost/budget information in this section.

B. PROPOSAL NARRATIVE INSTRUCTIONS **(SEE PAGES 5-9: D: SCOPE OF OBJECTIVES & E: BID REQUIREMENTS)**

CAMW! Administrative Board Members:

Clara Martinez | City of Lansing
Chuck Grigsby | City of East Lansing
Irene Cahill | Ingham County Commissioner
Jeanne Pearl-Wright | Eaton County Commissioner
Karla Ruest | Ingham County Commissioner
Mark Mudry | Eaton County Commissioner
Nicole Fickes | Clinton County Commissioner
Robert Showers | Clinton County Commissioner
Robin Angerson-King | Neighborhood Resource Coordinator
Ryan Kost | Lansing City Councilmember
Ryan Sebolt | Ingham County Commissioner
Tamera Carter | City of Lansing

CAMW! Workforce Development Board Members:

Bob Trezise | Lansing Area Economic Partnership
Chris Holman | Michigan Business Network
Cindy Kangas | Capital Area Manufacturing Council
Dennis M. Louney | Spicer Group
Fathy Shetiah | 7C Lingo
Heidi Lowe | Prestige Healthcare
Janet Lillie, Ph.D. | Michigan State University
Jim Dravenstatt-Moceri | IBEW Local 352, Greater Lansing Labor Council AFL-CIO
Kathie Dunbar | South Lansing Community Development Association
Laura Stoken | Rathbun Insurance
Matt Schneider | UAW Local 652
Paula Cunningham | AARP Michigan
Rebecca Bahar-Cook | Capital Fundraising Associates
Rey Guzman | SOM Labor Economic Opportunity/Workforce Development
Robert Proctor | Lansing Community College
Sergio Keck | Lansing School District
Shelly Neal | Michigan Rehabilitation Services
Sherry Pfaff-Doody | University of Michigan Health - Sparrow
Su A'lyn Holdbrook | SOM Ingham County Dept. of Health and Human Services
Tom Ruis | PNC Bank
William Brewer II | Global Business Resource Group
William Kimble | C2AE

T3 Council (Teach, Talent, Thrive):

Amy Rich | MDOT
Bob Trezise | Lansing Area Economic Partnership
Candace Williams | LAFCU
Chris Holman | Michigan Business Network
Cindy Kangas | Capital Area Manufacturing Council
Erik Larson | Impression 5 Science Center
Jamie Engel | Ingham Intermediate School District
Jason Mellema | Ingham Intermediate School District
Jay Ediger | Junior Achievement of Mid-Michigan
Jeffrey Benson | Case Credit Union
Jeffrey Parks | Waverly Community Schools
Jennifer Branch | Clinton County Educational Center
Jim Dravenstatt-Moceri | IBEW Local 352, Greater Lansing Labor Council AFL-CIO
Matt Hedberg | Right at Home Mid-Michigan
Michael Flowers | Lansing Board of Water and Light
Michele Strasz | Capital Area College Access Network
Laura Stoken | Rathbun Insurance
Lisa Seigel | MiSTEM
Nicole Fickes | Clinton County Commissioner
Nicole Millsap | Lansing School District
Rey Guzman | SOM Labor Economic Opportunity/Workforce Development
Sagar Sheth | Moebius Technologies
Scott Koenigsknecht | Clinton County RESA
Sean Williams | Eaton County RESA
Shelly Neal | Michigan Rehabilitation Services
Susan Shilton | Junior Achievement of Mid-Michigan
Teresa Kmetz | Capital Area United Way
Tim Damon | Lansing Regional Chamber of Commerce
Toni Glasscoe | Lansing Community College
Vlad Lebedinstev | Eaton RESA