



Dear Prospective Bidder:

Kinexus Group is a 501c3 private non-profit organized in 1983 to provide workforce and business development services to the tri-county region of Berrien, Cass and Van Buren Counties. It is governed by a board consisting of private industry, community-based organizations, education, labor, non-profits, and governmental officials from the three-county area. Kinexus Group's family of subsidiaries for which we may be conducting an RFP process include Michigan Works! Berrien-Cass- Van Buren, Market One, Bridge Academy of Southwest Michigan (BASM) and Youth Solutions.

We are seeking proposals from qualified bidders to provide lease and/or option to purchase for a Michigan Works Service Center facility to be located within Berrien County service area. Occupancy of space will commence on September 1, 2025.

Request for Proposal (RFP) applications as well as an Intent to Bid form will also be available immediately online at <https://www.miworks.org/public-information>. Intent to bid forms are important to submit so that your organizational representative receives future communication regarding this bid process including questions and answers during the process.

For any questions regarding the RFP specifications, please email stacy@kinexus.org by the deadline listed in the timeline. Note that no verbal Q&A will be allowed, and all bidders are encouraged to submit an Intent-to-Bid form with Kinexus Group when emailing questions.

During the bid rating process, Kinexus Group staff may contact you for clarification or additional information.

Thank you for your interest.

Sincerely,

A handwritten signature in black ink, appearing to read 'Stacy Neidlinger', with a long, sweeping horizontal line extending to the right.

Stacy Neidlinger
Procurement Specialist



REQUEST FOR PROPOSAL (RFP) TIMELINE

DATE	ACTION
By: 2/11/2025	Notice Sent to Bidders List with RFP Application
By: 2/11/2025	RFP Application Publicly Posted on www.miworks.org
By: 2/7/2025	Legal Notice Sent to Newspaper for Publication
2/19/2025	Deadline for Receipt of Bidder Questions at 8:00 AM Eastern
2/21/2025	Response to Bidder Questions by 5:00 PM Eastern
3/5/2025	Proposals Due at Kinexus Group by 12:00 Noon Eastern
3/12/2025	Approximate Bidder Notification

The dates set forth above are for informational purposes. Kinexus Group reserves the rights to modify the dates.

 **kinexus group**
Request for Proposal**Statement of Need**

Kinexus Group is seeking to lease or purchase options for our Berrien County service center.

Scope of Services: Intended Facility Use

The facility will be utilized for general offices and any other legally permitted uses compatible with a first-class office building. Usage may include, but is not limited to, the following groups, services to the public, activities, or offerings; office functions, business solutions activities, skills-based training, education programming geared towards adults and young adults, and community meetings and gatherings. A portion of the facility use will be intended for an established charter school. The facility must meet all local ordinances and be ADA compliant.

LEASE REQUIREMENTS**1. Space and Floor Plan**

Kinexus Group desires approximately 30,000 usable square feet of office space. The proposal should incorporate these numbers on a usable and rentable basis. Please identify the basis upon which the Landlord will calculate these square footages referenced in the Landlord's proposal. The layout should include the following:

Career Resource Center/ Reception area

- Public computer area approximately 40'x 48'
- Two dedicated restroom facilities (Male, Female) including soap, tissue, and towel dispenser, as well as multiple toilets/urinals and sinks. A third dedicated restroom for use as a 'family' restroom would be desired but not required.
- Separated from public computer area: space for up to seven cubicles
- (2) Computer Labs (900-1000 square feet total)

One Stop Community Center

- Reception area with capability to have secure access from the rest of the facility.
- Individual learning space: Open area (approximately 32'x34') with ability to be temporarily divided into at least two spaces as required
- (1) File room
- (1) Storage room/pantry
- (1) Break room w/kitchenette (approximately 32'x40')

- (1) Adult Education Room (approximately 30'x 26'). This area should be capable of having secure access from the remainder of the facility and ideally with internal windows or other means to secure a line of sight from other rooms.

Conference Rooms

- (1) Large conference rooms that can be divided into three total sections with a moveable divider between them. Kitchenette in one of the 3 sections is desired but not required. (approximately 40'x20' each section)

Main Office Area

- (1) Dedicated file storage area
- (48) Cubicles (Each cubicle is 6'x6')
- (1-2) Dedicated copy areas/rooms
- (3) Conference rooms (approximately 28'x40', 28'x20', and 28'x20')
- (6-7) Huddle rooms (approximately 14'x14')
- (1) Open collaboration space (approximately 30'x24')
- (1) "Mother's Room" that can be locked, and curtain pulled/windows covered when needed for privacy.
- (1) Breakroom w/ Kitchenette, refrigerator, dishwasher, and vending machines (approximately 18'x26')

Bridge Academy (Charter School)

- Approximate space for the school is 7,000 sq ft of the 30,000 sq ft
- This section of the building must be in compliance with school building regulations.
- Secure entry into the school and into the reception area
- (1) Reception area
- (4) Offices (fully enclosed with doors)
- (4) Classroom spaces
- (1) Computer room
- (1) Large conference room
- (1) Open area for collaboration and eating
- (1) Kitchenette area for food preparation

IT Hub

- Dedicated IT/Server Room (approximately 18'x40) that has dedicated cooling system or controls.

Miscellaneous

- Outdoor entry doors compatible with key fob/automatic strike system. Ideally, the space should be configurable to allow a 'general public' area and an 'employees only' area, also separated by a secure entry system.
- Fully equipped with appropriately upkept fire extinguishers, and fire suppression system
- Ready for move-in by September 1, 2025.

Note: "Usable" square footage refers to the actual occupiable space for personnel and furniture, while "rentable" square footage includes the tenant's pro-rata share of the entire building floor.

2. Location

The Facility must be located within Berrien County. Relevant considerations include proximity to major roadways and population centers, general proximity or ease of access to our other locations in Paw Paw and Cass, and unrestricted public access to the location.

3. Parking

Kinexus Group desires approximately 100 parking spaces including at least five (5) required ADA accessible spaces, or a minimum as dictated by law. Ideally, parking will be able to be divided into 'general public' parking (approximately 60 spaces) and 'staff' parking (approximately 40 spaces).

4. Hours of Access

Kinexus Group shall have access to the parking facilities, building and premises twenty-four (24) hours per day, seven (7) days per week at no extra cost.

5. Utilities

The costs of all maintenance and upkeep are to be included in the proposed lease. Specifically: property taxes, landscape, snow removal, solid waste services, HVAC, and general maintenance and upkeep. In addition, the facility must have high-speed internet (min. 500 Mbps) and/or fiber service available for our computer system requirements. The building should be wired with at minimum certified Cat5e (Cat6 preferred) wiring for both telephone and data lines. Any additional wiring to meet technology requirements for a build-out shall be borne by the landlord. All wiring needs in the future shall be borne by the bidder.

6. Carpeting and/or Flooring

Carpeting and/or flooring, including updating, replacing, and refurbishing on a consistent and reasonable basis, is to be included in the proposed lease cost.

7. Heating, Ventilation, and Air Conditioning (HVAC)

Kinexus Group requires HVAC, electronically and spatially controlled. In your proposal, attach HVAC specifications and the basis upon which consumption is calculated (metering, survey, etc.). The type of system and its benefits should also be referenced.

8. Taxes

Property taxes on the leased premises shall be the responsibility of the landowner. Taxes on the personal property of Kinexus Group shall be the responsibility of Kinexus Group. All other taxes shall be the responsibility of the party incurring the same.

9. Americans with Disabilities Act (ADA) Compliance

The Bidder must also indemnify and hold Kinexus Group harmless from any and all liabilities arising out of building changes required by the ADA. The proposed building must be ADA compliant.

Bidder must acknowledge and agree to expend all monies necessary to comply with Public Law, also known as the Americans with Disabilities Act (ADA), including all incorporated statutes, rules and regulations.

Section 188 of the WIOA.

- Section 504 of the Rehabilitation Act of 1998, as amended.
- Titles I and II of the Americans with Disabilities Act (ADA).
- The ADA Accessibility Guidelines or the Uniform Federal Accessibility Standards.

10. Facility Maintenance

All repairs and/or maintenance of the facility are to be included in the proposed lease cost. This includes, but not limited to, changing lightbulbs and ballasts, snow removal, salting of walkways, building maintenance, HVAC maintenance, ground maintenance, or any other maintenance as a result of normal wear and tear.

11. Renovations and Buildouts

All costs of necessary renovations and/or buildouts to fulfill the request for proposal shall be borne by the landlord. All future costs for renovations and/or buildouts shall be borne by the bidder.

12. Lease Terms and Options

- a. Lease terms are negotiable. The lease will be signed annually for up to three consecutive years.
- b. Kinexus Group will have the option to terminate the lease at any time without penalty costs should adequate federal and state funds become unavailable.
- c. Kinexus Group shall be granted a right of first refusal for all contiguous space on the adjoining offices during the term of the lease and any renewals thereof, and have the right to acquire at the same terms and conditions offered to a bona fide third party prospect with Kinexus Group having thirty (30) days prior written notice to obtain or reject said space.

Bidder Qualifications

To be considered for award of this RFP, the proposing individual or company must meet the following minimum qualifications and:

To be considered for award of this RFP, the proposing individual or company must meet the following minimum qualifications:

- Have space for lease that meets the minimum requirements outlined in this RFP. This could be met via construction, buildout, or current state.
- Are not debarred from doing business with the Federal Government.

Proposal Requirements

Kinexus Group reserves the right to request additional information for clarification purposes or to allow corrections to errors or omissions provided errors or omissions do not provide a competitive advantage to any bidder.

The selected proposal may be subject to further negotiation if deemed, at Kinexus Group's sole discretion, to be advantageous to Kinexus Group.

Submission of a proposal indicates acceptance of all terms and conditions set out in this solicitation.

Bidders **may** be requested to appear before the Chief Executive Officer or any designated Senior Management Staff to further discuss the submitted proposal.

The resulting agreement will be for an initial period of one (1) year with the possibility of renewals for an additional two years based on satisfactory performance as determined solely by Kinexus Group.

Prior to execution of a written Agreement, Kinexus Group may request applicable certificates of insurance.

Any contract awarded under the RFP is subject to available funding and can be canceled by either party with 30 days written notice.

Closing and Submission Date

Electronic or hardcopy proposals must be received by Kinexus Group no later than the time listed in the included timeline. Late proposals will not be considered. Electronic proposals must be submitted in PDF or MS Office file formats.

Electronic proposals preferred: stacy@kinexus.org

Note: It is your responsibility to assure that your bid/questions have arrived. Please confirm receipt of electronic proposals and questions by contacting Stacy Neidlinger at 269-215-4899.

*Mail Hardcopy proposals to: Stacy Neidlinger,
Procurement Specialist
Kinexus Group
330 W. Main Street, Suite 110
Benton Harbor, MI 49022

Inquiries

If you have specific questions regarding the goods and services requested in this RFP, submit them via email to Stacy Neidlinger at stacy@kinexus.org no later than the deadline listed in the included timeline. **Verbal Q&A will not be permitted.** To ensure equitable dissemination of information, responses to e-mailed questions will be forwarded to all proposal offerors who identify themselves as interested bidders. Questions and answers will also be posted alongside the RFP at <https://www.miworks.org/public-information>.

Cost of Proposal Preparation

All costs incurred in the preparation of a response to this RFP will be the responsibility of the offeror and will not be reimbursed by Kinexus Group.

Right to Reject

Kinexus Group reserves the right to reject all proposals, in whole or in part, to waive any informalities or irregularities in the proposals received, and to accept any proposal in whole or in part that is deemed most favorable to Kinexus Group.

RFP Evaluation Scoring Criteria:

This competitive request will be open to all bidders and all complete proposals will be evaluated on their respective merit. The scoring for all proposals will be judged against a weighted matrix of these factors and must score a minimum aggregate score of 75 total points to be considered.

Criteria	Max. Points Possible
Location	30
Layout and Design	25
Accessibility	10
Maintenance	15
Budget and Cost	20
Total Possible points	100

The below provides insight into each of the grading criteria:

- **Location:** The building should be situated on a main road, ensuring ease of access for community members throughout Berrien County. Preference will be given to proposals for properties located in Benton Harbor.
- **Layout and Design:** Proposals that closely align with the specific requirements outlined in the RFP will receive higher evaluation scores. Bidders are encouraged to provide designs that meet or exceed these expectations. The section of the building for Bridge Academy is in compliance with school building regulations.
- **Accessibility:** The property must be a single-story structure for ease of accessibility. If located on multiple floors, an elevator must be available to reach the second floor. Preference will be given to proposals for properties that are ADA compliant.
- **Maintenance:** The building must be in excellent condition, both inside and outside. This includes well-maintained ceilings (free from stains), clean carpets, and freshly painted walls, ensuring a welcoming and professional environment.
- **Budget and Cost:** Proposals will be evaluated based on the most advantageous cost, with priority given to offers that provide the best value for the services and features outlined in the RFP.

THE PROPOSAL COVER PAGE AND FORMAT BEGINS ON NEXT PAGE.

ATTACHMENT I

Request for Proposal – please fill in this form

1. – General Information – COVER PAGE

Applicant Organization

Federal ID Number

Street Address

City

State

Zip Code

Printed Name and Title of Applicant’s Authorized Representative

Telephone Number

E-mail address

Certification

I certify that I have been authorized to submit and sign this proposal on behalf of the submitting organization(s). In addition, I certify that the entire proposal is true and accurate and to the best of my knowledge the projected costs are reasonable and necessary for the proposed Service and do not duplicate other funds already available, or which will be available, to pay the projected costs. I also certify that my organization will implement this project in compliance with the stipulations and guidelines set forth by Kinexus Group.

Signature of Authorized Representative

Date

ATTACHMENT II.

PROPOSAL

Please answer the following questions. Please read the RFP in its entirety before forming your response. Do not delete or alter the questions in the proposal. Only add your responses in the sections where responses are required.

Type of organization:

- Private Non-Profit Private For-Profit Public Government
 Other (Specify) [Click or tap here to enter text.](#)

Ownership Check Any/All that apply:

- Veteran Minority Woman Small Business

ADA Compliant:

Is the building you are submitting ADA compliant? [Click or tap here to enter text.](#)

Lease Start Date:

Proposed Lease Start Date: [Click or tap to enter a date.](#)

Annual Rent and/or total purchase price:

Total Annual Rent or total purchase price for proposed Facility. (See "Lease Requirements" section of the RFP). [Click or tap here to enter text.](#)

Owner Information:

Please list the name and title of any owners, members of the board of directors and any other officers of the submitting agency, corporation or business submitting this proposal who are present members of the Berrien-Cass-Van Buren Workforce Development Board and/or staff of Kinexus Group. Answer "N/A" if none. [Click or tap here to enter text](#)

Conflict of Interest:

Please list any potential or real conflict of interest with members of the Workforce Development Board and or Kinexus Group. If there are no real or apparent conflicts of interest, answer, "N/A".

References:

Please list at least three references contacts for current or recent business tenants.

1. Reference
2. Reference
3. Reference

NARRATIVE FORMAT / STYLE REQUIREMENTS FOR RESPONSE

Please ensure that your proposal meets the following formatting requirements:

1. All text should be double-spaced to ensure clarity and readability.
2. Use a 12-point font size throughout the document.
3. The response must be limited to a maximum of twelve pages, excluding any cover pages or appendices.

These guidelines are intended to ensure consistency and fairness in reviewing all submissions.

A. SUMMARY

1. Provide a concise one-page summary of the proposed Service Center space.

The summary will describe the proposed site and what is included with the site. This should be written in terms that someone with no understanding of building design could understand.

B. LEASE REQUIREMENTS RESPONSE

1. Discuss, point by point and in order, how the proposed lease/facility either meets, exceeds, or falls short of the requirements as specified in this RFP.

C. DRAFT FLOOR PLAN

1. Provide a draft floor plan of the proposed site. Include build out scenarios.
2. Include whether the building is ADA compliant.

D. QUALIFICATIONS AND EXPERIENCE

1. Discuss your qualifications and experience with designing special needs sites.
2. Describe your ability to customize the proposed site to meet the needs of Kinexus Group.

E. BUILDING FACT SHEET

1. Attach a building fact sheet to include:

Legal name of ownership

Total usage and rentable square footage
Total number of parking spaces
Building construction (if applicable)
Building contractor (if applicable)
Architect (If applicable)
Mechanical engineer (if applicable)
Completion date (if applicable)
Percentage of building leased and occupied
Major tenancies

F. TIME PERIOD FOR ACTIVITIES

1. Specify the time period necessary for renovations prior to occupation. (if applicable)

G. BUDGET

1. Specify the total lease cost for the first year's lease and optional two (one year) lease extensions. Describe the circumstances which would warrant a lease cost increase, if any.

LESSOR ADMINISTRATIVE BACKGROUND QUESTIONNAIRE AND INSTRUCTIONS

A. AUDITS

1. Has your organization been audited within the last three years? () Yes () No

If yes, include a copy of the most recent management letter and audit opinion as an addendum to this proposal.

2. Indicate what action, if necessary, has been taken in regard to audit letters and opinions.

B. MANAGEMENT

1. Indicate the proposal offeror's experience over the past four years in reference to the following items.

Yes	No	
()	()	a. Grievance or complaint against the organization (not including discrimination);
()	()	b. Lawsuits or judgment;
()	()	c. Investigations of fraud, abuse, conflict of interest; political activities, nepotism, or any criminal activities;
()	()	d. Default or breach of contract;
()	()	e. Cancellation or nonrenewal of contracts due to non-performance or poor performance;
()	()	f. Bankruptcy or receivership by the organization or a parent organization;
()	()	g. Discrimination complaints or rulings against the agency.

2. If yes was checked for any of the above items, information must be provided which should include at a minimum:

- Date item checked was initiated;
- Party or parties involved with specific reference to WIOA or other Federal funds;
- Brief description of the circumstances;
- Final disposition and date; and
- Brief explanation of whether action is still pending, and if so the status.

Failure to include the above information or to omit relevant information will be grounds for not awarding a contract or canceling a contract.

**CERTIFICATIONS
Debarment and Lobbying**

**CERTIFICATION REGARDING
DEBARMENT, SUSPENSION, INELIGIBILITY, VOLUNTARY EXCLUSION,
AND LOWER TIER COVERED TRANSACTIONS**

This certification is in accordance with the Office of Management and Budget Guidelines at 2 Code of Federal Regulations (CFR) Part 180 that implement Executive Orders 12549 (3 CFR part 1986 Comp., p 189) and 12689 (3 CFR part 1989 Comp., p. 235), "Debarment and Suspension." and 29 CFR Part 98, Section 98.510, Participants' Responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

BEFORE COMPLETING CERTIFICATION, READ ATTACHED INSTRUCTIONS THAT ARE AN INTEGRAL PART OF THE CERTIFICATION.

As the duly authorized representative of the recipient, the undersigned certifies, to the best of their knowledge and belief, that neither the recipient nor its principals:

- (1) Are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any federal department or agency;
- (2) Have within a three-year period preceding the proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (3) Are presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in item (b) above; and
- (4) Have within the preceding three (3) years had one or more public transactions (federal, state, or local) terminated for cause or default

Printed Name and Title of Authorized Representative

Signature of Authorized Representative

Date

INSTRUCTIONS FOR CERTIFICATION

1. By signing and submitting this proposal, the prospective recipient of Federal assistance funds is providing the certification as set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective recipient of Federal assistance funds knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department of Labor (DOL) may pursue available remedies, including suspension and/or debarment.
3. The prospective recipient of Federal assistance funds shall provide immediate written notice to the person to whom this proposal is submitted if at any time the prospective recipient of Federal assistance funds learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction", "debarred", "suspended", "ineligible", "lower tier covered transaction", "participant", "proposal" and "voluntarily excluded", as used in this clause have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective recipient of Federal assistance funds agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any low tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized the DOL.
6. The prospective recipient of Federal assistance funds further agrees by submitting his proposal that it will include clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions", without modification, in all lower tier covered transactions and in all solicitation for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it know that the certification is erroneous. A participant may decide the

method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Procurement or Nonprocurement Programs.

8. Nothing contained in the foregoing shall be construed to require establishing a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the DOL may pursue available remedies, including suspension and/or debarment.

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CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her 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 any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding 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 an 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 contract under grants, loans, and cooperative agreements) and that all Subrecipient shall certify and disclose accordingly.
4. 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 this transaction imposed by section 1352, 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 \$10,000 and not more than \$100,000 for each such failure.

SIGNATURE OF AUTHORIZED CERTIFYING OFFICIAL	TITLE
APPLICANT ORGANIZATION	DATE

EQUAL OPPORTUNITY POLICY STATEMENT
State of Michigan - KINEXUS GROUP

THIS POLICY APPLIES TO ALL PROGRAMS ADMINISTERED BY THE Workforce Development Agency, State of Michigan and Kinexus Group. It is the policy of the State of Michigan and Kinexus Group to assure that equal opportunity will be provided under any contract, program, or activity funded in whole or in part with funds made available by or through any state department, institution, or agency. All recipients of financial assistance are required to assure the equitable treatment of all persons in the opportunity for employment as well as their access to and receipt of, program services without discrimination based upon religion, race, color, national origin, age, sex, height, weight, marital status, arrest record, handicap, or other non-merit factors.

This policy applies to all programs administered by the State, subgrantees, contractors, and subcontractors. All personnel will actively promote equal employment opportunity within their respective organizational units. This policy extends to the active recruitment of female and minority-owned enterprises in the delivery of services related to employment and training.

This policy will affect all employment and training practices including, but not limited to, recruitment, hiring, transfer, promotions training, compensation, benefits, layoffs, placements, and selection of subgrantees and contractors.

To ensure compliance with the established policy, a goal-oriented program has been structured with specific targets and timetables. Failure on the part of subgrantees and contractors to comply with this policy will jeopardize initial, continued, or renewed funding under federal and state-funded programs. The Workforce Innovation Act (WIOA) further requires for all programs receiving WIOA funds the following assurance:

As a condition to the award of financial assistance under WIOA from the Workforce Development Agency, State of Michigan the grant applicant assures, with respect to operation of the WIOA-funded program or activity and all agreements or arrangements to carry out the WIOA-funded program or activity, that it will comply fully with nondiscrimination and equal opportunity provisions of the Workforce Innovation and Opportunity Act of 2014, as amended; including the nontraditional Employment for Women Act of 1991; Title VI of the Civil Rights Act of 1964, as amended; Section 504 of the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975, as amended; Title IX of the Education Amendments of 1972, as amended; and with all applicable requirements imposed by or pursuant to regulations implementing those laws, including but not limited to 29 CFR Part 38. The United States has the right to seek judicial enforcement of this assurance.

Issued by: Workforce Development, State of Michigan

Signature of Contractor Authorized Representative