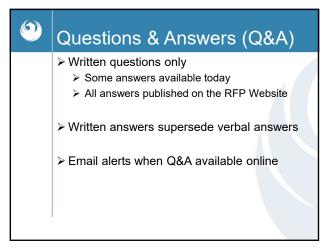


Agenda

> RFP Basics
> Scope of Work
> Proposer Instructions
> Evaluation Criteria
> Questions & Answers Session
> Transparency Policy



Q&A Deadline

> Submit questions by April 1, 2025

> 2:00 p.m. local Phoenix time

> Email: procurement.request.ced@phoenix.gov

> Answers available by April 4, 2025

> https://solicitations.phoenix.gov/Solicitations/Details/2060

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Minimum Qualification

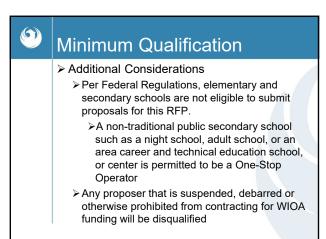
> Proposer

> 3 years' experience coordinating integrated workforce or employment services among at least 3 distinct programs or partners

> Any proposal that does not include the minimum qualification will be disqualified.

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One-Stop Operator Services Pre-Proposal Meeting (03/25/2025)



Agreement Term

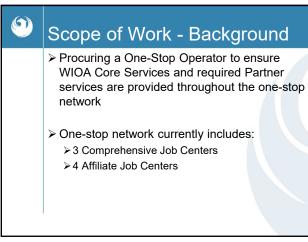
> 1-year agreement

> 3 one-year renewal options

> Exercised at City's discretion

> Cost reimbursement contract

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Scope – Overview of
Services

> One-Stop system coordination

> Help employers recruit, develop and retain employees by coordinating services across the ARIZONA@WORK City of Phoenix Network and System Partners

> Help job seekers get training and other assistance to obtain employment

> Comprehensive Job Center Operation

> Implement Integrated Service Delivery to ensure services are easily accessible, customer driven, personalized and responsive to needs

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Scope - Proposed Budget

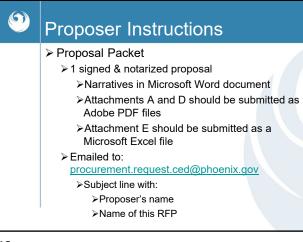
> Propose annual budget

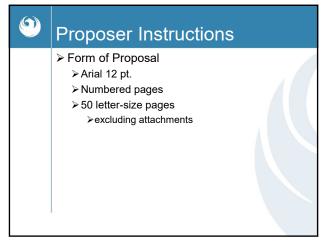
> Must conform to the Uniform Guidance for allowable costs stated in 2 CFR Part 200

> Administrative costs will not exceed 10% of the total annual budget

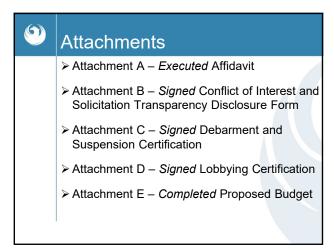
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Qualifications and
Experience Statement

> Proposer

> Documentation of Minimum Qualification and experience

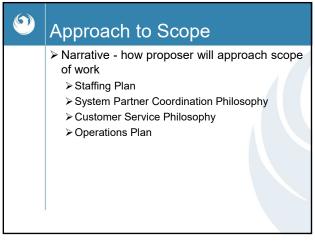
> Assigned Staff

> Documentation of experience and/or

> If hiring new staff, minimum qualifications and experience levels for each staff position

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Proposed Budget

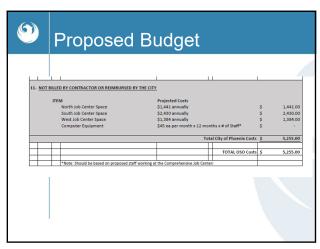
> Attachment E – Completed Proposed Budget

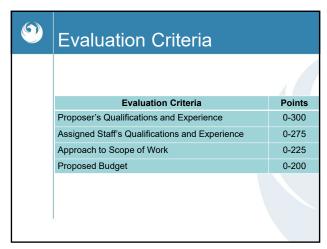
> Must conform to Uniform Guidance for allowable costs stated in 2 CFR Part 200

> Narrative – methodology for determining proposed budget

> Administrative costs not to exceed 10% of total annual budget

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Evaluation Process
 Evaluation Panel may: Evaluate based on written proposals Interview all proposers Conduct a short-listing process and interview those proposers most likely to be successful based on the evaluation criteria Details in Section IV (A)

Q&A Session

> Written questions only

> Submit questions to:
procurement.request.ced@phoenix.gov

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9	Transparency Policy
	 All proposers and their representatives, under penalty of disqualification, will refrain from contacting any City staff or officials to discuss this solicitation. All questions must be directed to the procurement officer Full policy in Section V (A) of the RFP Companies currently doing business with City are not prohibited from discussing their current contracts.

Thank you for attending!

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One-Stop Operator Services Pre-Proposal Meeting (03/25/2025)