



CITY OF DETROIT

OFFICE OF CONTRACTING & PROCUREMENT

REQUEST FOR PROPOSAL

2021-2022 CDBG/NOF Public Service Application

RFP NO. 20BW18775

Proposal Due Date: (10/9/20 4:00 PM)

QUESTION DEADLINE (EDT): (September 30, 2020)

Questions will NOT be entertained after the deadline date/time

Conference Type: (None; Q&A; Pre-Proposal)

Participation Type: (None; Mandatory; Optional)

Conference Date: (Please enter date/time)

Conference Details: (Please enter call in details/address for Suppliers)

Additional Information: (Please enter any other information for Suppliers)

Pre-Bid Walk Through Address: (Address for Demolition)

Submit your response to the following contact.

Company **City of Detroit**
 Buyer **BIANCA WASHINGTON**
 Location **2 WOODWARD AVENUE**
STE 1100
DETROIT, MI 48226
UNITED STATES

Phone
 Fax
 E-mail **washingtonb@detroitmi.gov**

When submitting your response, include the following information.

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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1 Overview

1.1 General Information

Title **2021-2022 CDBG/NOF Public Service Application**
 Synopsis **2021-2022 CDBG Public Service NOF RFP/Application**
 Buyer **BIANCA WASHINGTON** Outcome **Contract Purchase Agreement**
 E-Mail **washingtonb@detroitmi.gov**

Introduction

The Mayor and City Council of the City of Detroit invite community organizations to submit proposals for projects to be funded by the Community Development Block Grant/Neighborhood Opportunity Fund (CDBG/NOF) program.

All nonprofit, tax-exempt community organizations with at least two (2) years of operation that wish to participate in the development and implementation of CDBG/NOF projects as advisors and/or as operating agencies may submit proposals. Agencies may submit proposals for a minimum of \$100,000 for each Public Service Program proposal.

The City CDBG Public Service funds from the FY 2021-2022 allocation will Sub-grant to qualified nonprofit organizations. The allocation will be implemented under five (5) eligible activities as follows: Education, Health, Public Safety, Recreation, and Seniors. Thus, the City seeks to award through this RFP competition to qualified applicants. All organizations that receive funding, hereafter, referred to as "sub-recipients" under the City's CDBG program, are expected to read and be in compliance with the necessary CDBG guidelines as described in § 570.201(e).

WHEN UPLOADING THE REQUIRED DOCUMENTS AND ATTACHMENTS, PLEASE LABEL THEM ACCORDING TO WHAT IS OUTLINED IN THE 2021-2022 PUBLIC SERVICE PROPOSAL FORM, SECTION TITLED "ATTACHMENT NAMING CONVENTION"

The Public Recording will be held on 10/12/20 at 2:00 pm (EDT) via Virtual Meeting, [HTTPS://US02WEB.ZOOM.US/J/84286075377?PWD=ZEX5CFFOU2PJU0ZWSFFRS0M0BNJSUT09](https://us02web.zoom.us/j/84286075377?pwd=ZEX5CFFOU2PJU0ZWSFFRS0M0BNJSUT09), MEETING ID: 842 8607 5377, PASSCODE: G9JQVF.

The 2021-2022 CDBG Public Service NOF RFP/Application is attached in Word and PDF format.

1.2 Schedule

Preview Date _____ Open Date **9/10/20 12:25 PM**
 Close Date **10/9/20 4:00 PM** Award Date _____
 Time Zone **Eastern Standard Time**

1.3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **No indicator displayed**
 Ranking Method **Price only**

1.4 Response Rules

This negotiation is governed by all the rules displayed below.

	Rule
<input checked="" type="checkbox"/>	Suppliers are allowed to respond to selected lines
<input checked="" type="checkbox"/>	Suppliers are allowed to revise their submitted response

1.5 Terms

Agreement Start Date		Agreement End Date	
Agreement Amount (USD)			
Payment Terms	Net 30	Freight Terms	Account of Seller
Shipping Method	Lowest Cost Carrier	FOB	Delivered
Negotiation Currency	USD (US Dollar)	Price Precision	2

1.6 Attachments

File Name or URL	Type	Description
Ad Proposal Workshop Public Not	File	Ad Proposal Workshop
2021_2022_PS_NOF_RFP_Applicati	File	RFP Application in Word
2021_2022_PS_NOF_RFP_Applicati	File	RFP Application in PDF
2021-2022 CDBG.NOF FAQ (1).pd	File	CDBG/NOF FAQ
FINAL 2021 - 2022 CDBG PS Info	File	Information Packet

2 Requirements

**Response is required*

2.1 Section 1. Proposer's Attachments and Affidavits

- *1. Complete the attached form for Combined Certificates of Authority and upload to your response

Attachments:

File Name or URL	Type	Description
Combined Certificates of Autho	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
 b. Not Uploaded (*Response attachments are optional*)

Comments:

- *2. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes
 b. No

Comments:

- *3. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) (*Response attachments are optional*)
 b. No (*Response attachments are optional*)

Comments:

- *4. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
 b. Not Completed

Comments:

- *5. Attention: At the request of the Detroit City Council, all suppliers responding to a bid complete the short questionnaire and submit. Please click the URL and complete.

<https://app.smartsheet.com/b/form/cceabd981777473eb54622c27dd4a694>

Select one of the following:

- a. Completed (*Response attachments are optional*)
- b. Not Completed (*Response attachments are optional*)

Comments:

6. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

Comments:

3 Lines

3.1 Line Information

Line	Estimated Quantity	Response Price	Line Amount	Response Minimum Release Amount
1-Proposal Amount				

3.2 Line Details

3.2.1 Line 1 Proposal Amount

To provide an alternate line, see appendix.

Category Name	952.43 Family and Social Services	Alternate Line Provided	<input type="checkbox"/> Yes <input type="checkbox"/> No
Allow Alternate Lines	Yes	Estimated Total Amount (USD)	
Target Minimum Release Amount (USD)			
Start Price (USD)			

4 Appendix: Alternate Lines

4.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

4.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Minimum Release Amount	
Note to Buyer	

