



Madison County Government  
Administrative Services

*Stephen Adler • Deputy County Administrator*  
Madison County Administration Building  
157 N. Main St. Suite 154 • Edwardsville, IL 62025-1963  
Phone (618) 296-4941 • Fax (618) 692-7476

*Kurt Prenzler, CPA*  
*County Board Chairman*

**- NOTICE TO BIDDERS -**

Notice is hereby given that the Madison County Workforce Innovation Board (MBWIB) is accepting proposals for a Workforce Innovation and Opportunity Act (WIOA) One-Stop Operator to provide oversight for the American Job Center One-Stop System in Madison and Bond Counties. The RFP packages will be available on **Monday, March 6, 2017 at 9:00 a.m.** at:

Madison County Administrative Services Department  
Madison County Administration Building  
157 North Main Street, Suite 154  
Edwardsville, IL 62025-1963  
Attn: Susan Conaway  
Phone: (618) 692-7040, Ext. 4497

RFP packages will be available for pick-up until **3:30 p.m., Thursday, March 30, 2017.**

SEALED Bids will be accepted at the Madison County Administrative Services Department, 157 N. Main St., Suite 154, Edwardsville, IL no later than **2:00 p.m., Thursday, April 6, 2017.** Sealed bids will be publicly opened and read aloud at **2:30 p.m., Thursday, April 6, 2017** in the Administration Building in Suite 145.

Submittals shall be marked on the envelope: **MBWIB One-Stop Operator Proposal**

The right is reserved to reject any and all bids.

Madison County is an "Equal Opportunity Employer".

Sincerely,

A handwritten signature in cursive script that reads "Linda Ogden".

Linda Ogden  
Administrative Services Office Manager

**WORKFORCE INNOVATION AND OPPORTUNITY ACT  
(WIOA)**

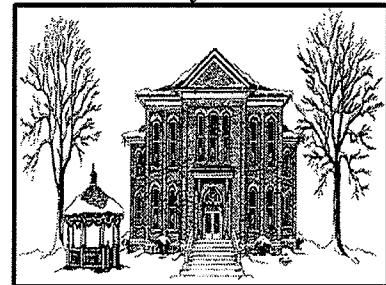
**PROGRAM YEAR 2017  
July 1, 2017 – June 30, 2018**

**MADISON-BOND COUNTIES  
WORKFORCE INNOVATION BOARD (MBWIB)  
Serving Madison and Bond Counties in Illinois  
LOCAL WORKFORCE AREA #22**

**Madison County Government**



**Bond County Government**



**REQUEST FOR PROPOSALS (RFP)  
FOR A  
WIOA ONE-STOP OPERATOR**

**For the comprehensive Southwestern Illinois Worknet Center in Wood River,  
Madison County, IL and the affiliate site in Greenville, Bond County, IL.**

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## 1. Background

In July 2014, the Workforce Innovation and Opportunity Act (WIOA) was signed into law. WIOA is designed to help job seekers access employment, education, training, and support services to succeed in the labor market and to match employers with the skilled workers they need to compete in the global economy. Congress passed the Act by a wide bipartisan majority; it is the first legislative reform in 15 years of the public workforce system. WIOA supersedes the Workforce Investment Act of 1998 and amends the Adult Education and Family Literacy Act, the Wagner-Peyser Act, and the Rehabilitation Act of 1973.

The Madison-Bond Workforce Innovation Board (MBWIB) is one of 24 workforce development boards across the state that directs federal, state and private funding resources for educational and occupational skills programs. The MBWIB is a business-led, policy setting board that oversees workforce development initiatives in the Madison and Bond counties region. The MBWIB enjoys strong integration and collaboration with economic development, education and public service partners in the broader St. Louis Metropolitan area as well. The MBWIB is composed of business, civic, education, labor, and community leaders. As is required by federal law, the Board's Chair is a member of the private sector. The current Chair is Mr. Gerry Schuetzenhofer, Coldwell Banker Brown Realtors. The Vice-Chair is Mr. Paul Wellhausen, SCF Lewis and Clark Terminals. The Board consists entirely of volunteers, and all quarterly Board meetings are open to the public.

In addition to responsibilities mandated under the Federal Workforce Investment Act, Boards have been called upon to play a major role in a variety of key state initiatives, and to define their vision, mission, and goals based on local community needs. The Workforce Innovation and Opportunity Act (WIOA) of 2014 authorizes local Workforce Boards to develop and oversee a local one-stop delivery system for the provisions of workforce services to job-seekers and employers in the local region.

The establishment of a One-Stop delivery system is a cornerstone of the reforms contained in Title I of WIOA. The One-Stop system is designed to enhance access to services and improve long-term employment outcomes for individuals seeking assistance. The regulations define the system as consisting of one or more comprehensive, physical American Job Center(s) in a local area that provide the core services specified in WIOA.

## 2. Purpose of This Request for Proposal

**The Madison-Bond Workforce Innovation Board (MBWIB) is issuing this Request for Proposal (RFP) to solicit qualified entities/organizations/consortiums with the expertise and capacity to manage the day-to-day operations of our one-stop career center. WIOA and its implementing regulations require Local Workforce Boards (local WIBs) to use a competitive**

process for the selection of a one-stop operator for the system, and to support continuous improvement through the evaluation of one-stop operator performance and the re-competition of operators every four years. Competition is intended to promote the efficiency and effectiveness of one-stop operators by providing a mechanism for local WIBs to regularly examine performance and costs against original expectations.

### **3. Eligible Bidders and Qualifications**

The one-stop operator **MUST** be an entity (public, private or nonprofit) or a consortium of entities that, **at a minimum, includes three or more of the required one-stop partners of demonstrated effectiveness, and MUST be located in the Local Area (Madison County and/or Bond County)**. Entities selected and serving as one-stop operators are sub-recipients of a Federal award and thus are required to follow the Uniform Guidance.

Such entities may include the following:

- Government agencies or governmental units, such as: Local or county governments, school districts, state agencies, and federal WIOA partners;
- Employment Service State agencies under the Wagner-Peyser Act, as amended by Title III of WIOA;
- Educational institutions, such as: institutions of higher education, nontraditional public secondary schools such as night schools, and area career and technical education schools. (However, elementary and other secondary schools are not eligible to become a one-stop operator);
- Community-based organizations, nonprofit entities, or workforce intermediaries;
- Other interested organizations that are capable of carrying out the duties of the one-stop operator, such as a local chamber of commerce, other business organization, or labor organization;
- Private for-profit entities

No individual or entity may compete for funds if any of the following apply:

- the individual or entity has been debarred or suspended or otherwise determined to be ineligible to receive federal funds by an action of any governmental organization
- the individual or entity's previous contract(s) with MBWIB have been terminated for cause
- the individual or entity has not complied with an official order to repay disallowed costs incurred during its conduct of services under any contract
- the individual or entity or its parent organization have filed for bankruptcy during the past 5 years
- the individual or entity has been convicted of a public entity crime pursuant to statutes
- the individual or entity developed or drafted work requirements for this RFP

Bidder qualifications are as follows:

- An understanding of the Workforce Innovation and Opportunity Act. Similarly, a general understanding of the local workforce system and its stakeholders is not required, but preferred.
- Strong, demonstrated experience (3-5 years) facilitating large, diverse stakeholder groups to a common goal or outcome is expected. The ability to remain a neutral facilitator will be critical.
- Experience in meeting agenda development, planning, and execution.
- Ability to work closely with the MBWIB to monitor the system's strategic objectives and make recommendations for system continuous improvements.
- Other roles and responsibilities as defined by the MBWIB.

#### **4. Role of the One-Stop Operator**

The One-Stop Operator, in a consultant role, will play a critical role in supporting the local workforce system to coordinate its diverse partners to achieve its service delivery vision and reach its 'to be defined' performance goals. Specifically, the Operator will:

- Convene up to four, three-hour meetings per year of mandated partners to support the Memorandum of Understanding (MOU)\* implementation. The Operator will develop meeting agendas, (in conjunction with MBWIB staff), meeting activities, facilitate meetings, and provide meeting notes.
- Additionally, in conjunction with staff from the MBWIB, the Operator will develop an appropriate mechanism to semi-annually report on the progress and performance of the partnerships across the system to the Workforce Innovation Board.
- Support the MBWIB in developing benchmarks to measure a baseline of "system performance", e.g. customer service, system flow, etc. In future years, the expectation is that the Operator will make recommendations for continuous improvement based on this data.

\*Under WIOA, each mandated partner is required to enter into a Memorandum of Understanding that outlines the service delivery and financial relationship for co-located partners, and service delivery coordination and "cost sharing" for non-co-located partners. MOUs are required to be in place by July 1, 2017.

**5. Southwestern Illinois Worknet Center Locations and Mandated One-Stop Partners**

*Locations*

**Southwestern Illinois Worknet Office**  
**Wood River- Comprehensive Center**

Madison County, Wood River Facility  
101 East Edwardsville Road  
Wood River, IL 62095  
(618) 296-4445

Hours: Monday – Friday 8:30am - 4:30pm

**Southwestern Illinois Worknet Office**  
**Greenville-Affiliate Center**

Kaskaskia College – Greenville Education Center  
209 North Third Street  
Greenville, IL 62246  
(618) 545-3473

Hours: Monday-Thursday 8:00am – 6:00 pm

***One-Stop Mandated Partners***

- Caritas Family Solutions, Senior Community Services Employment Program
- Department of Corrections, Second Chance Act Award
- Housing and Urban Development, HUD Housing Programs
- Illinois Department of Employment Security, Wagner Peyser-WIOA Title III
- Illinois Department of Employment Security, Migrant Seasonal Farmworker
- Illinois Department of Employment Security, National Farmworker Jobs Program
- Illinois Department of Employment Security, Trade Readjustment Assistance
- Illinois Department of Employment Security, Unemployment Compensation
- Illinois Department of Human Services VR, Division of Rehabilitative Services-WIOA Title IV
- Illinois Department of Human Services, Temporary Assistance to Needy Families
- Job Corps, Youth Employment and Training Services
- Lewis and Clark Community College, Adult Education Family Literacy-WIOA Title II
- Lewis and Clark Community College, Perkins/Career and Technical Education
- Lewis and Clark Community College, YouthBuild
- Madison County Community Development, Community Services Block Grant
- Madison County Employment and Training Department, Adult, Dislocated Worker, Youth-WIOA Title 1B
- Madison County Employment and Training Department, Trade Adjustment Assistance

## 6. Funding

The Madison-Bond MBWIB intends to obligate **no more than \$7,000 annually** for the reimbursement-based contract. At its discretion, the MBWIB may amend contracts based on performance and funding availability, and /or renew contracts for up to 3 consecutive contract periods (July 1 through June 30). Bidders must include their hourly reimbursement rate in the proposal. The rate should be inclusive, and detail all expenses.

## 7. Proposal Instructions

One (1) original and four (4) copies of all proposals must be received by the Madison County Administrative Services Department, Suite 154, Madison County Administration Building, 157 North Main Street, Edwardsville, IL 62025, no later than **Thursday, April 6, 2017, at 2:00 p.m.** Please place documents in a manila envelope, seal it and label as *MBWIB One-Stop Operator Proposal*. Proposals will be publicly opened and read aloud on **Thursday, April 6, 2017, at 2:30 p.m.** in the Committee Meeting Room, Ste. 145 on the first level of the Administration Building.

All proposals received by the deadline will be opened by the Administrative Service Department of Madison County Government and forwarded to the MBWIB for review. Selected MBWIB members will evaluate each proposal and all evaluations will be final. This Request for Proposal does not commit the MBWIB to award a contract, to pay any cost incurred in the preparation of a proposal, nor to procure or contract for services or supplies. The MBWIB reserves the right to accept or reject any or all proposals received as a result of this request, to negotiate with all qualified sources, or to cancel this RFP in part or in its entirety. Additionally, the MBWIB reserves the right to negotiate funding for all or portions of a proposal if it deems necessary. Recommendations by the Executive Committee of the MBWIB will be presented to both the MBWIB and the Madison County Board for final approval. **The MBWIB also reserves the right to renew the contract up to three (3) additional years based on WIOA law and agreed upon by the Madison-Bond Workforce Innovation Board (MBWIB) and the Chief Elected Official (CEO).** All potential bidders will be treated fairly and equally. No additional information will be required from any entity that is not required of all via the original proposal or a request for revision/clarification. The process will adhere to uniform requirements to avoid any preferential treatment. Although no disclosure of proposal contents will occur prior to final selection for award, all proposals will be open for public inspection following that award.

All questions concerning this RFP should be directed to Ms. Connie Vick, Consultant to the MBWIB, at [cvick108@yahoo.com](mailto:cvick108@yahoo.com) no later than **4:30pm on Wednesday, April 5, 2017.** Subject line should read, "Question Concerning One-Stop Operator Proposal for MBWIB". The sender will receive an email response, and all questions and responses by all interested parties will also be posted on the MBWIB website at [http://www.co.madison.il.us/departments/employment\\_and\\_training/madison-bond\\_workforce\\_development\\_board\\_\(wdb\)/index.php](http://www.co.madison.il.us/departments/employment_and_training/madison-bond_workforce_development_board_(wdb)/index.php).



## **8. Assembling the Proposal**

Bidders must submit one (1) original and four (4) copies of their proposals. Proposals will not be returned. The MBWIB reserves the right to reject proposals that are not complete, or are not prepared in compliance with guidelines in this RFP. Please single space proposal and use a 12pt font. There is not a limitation on number of pages.

Proposals **do not** obligate the MBWIB to award grants, to pay costs incurred in the preparation of proposals, or to procure or contract for services or supplies prior to issuance of a written contract.

The MBWIB reserves the right to accept or reject proposals, to cancel all or part of a project, to require applicants to participate in grant negotiations, or to rewrite portions of their proposals. Proprietary rights to all of the data, materials, documentation, and products prepared under this grant belong to the MBWIB.

Please assemble the proposal in the following order:

Proposal Cover Sheet (Attachment A)

Proposal Narrative and Budget (Attachment B)

Proposal Assurance and Signature Form (Attachment C)

Proposal Hold Harmless and Indemnification Agreement (Attachment D)

## 9. Calendar of Events

The following schedule is in effect for this request. Where dates represent a deadline, **no** exceptions will be made.

<i>Thursday, March 2, 2017</i>	Specific notification of RFP availability mailed to potential bidders.
<i>Friday, March 3, 2017</i>	Public notification of RFP availability.
<i>Monday, March 6, 2017</i>	RFPs available for pick up, email or postal mail beginning at 9:00 a.m. at Madison County Administration Building, Suite 154, 157 North Main Street, Edwardsville, Illinois 62025. Contact Susan Conaway at 618-296-4497.
<i>Thursday, March 30, 2017</i>	3:30 p.m. <b><u>deadline</u></b> for pick up of RFP.
<i>Wednesday, April 5, 2017</i>	4:30 p.m. <b><u>deadline</u></b> for questions concerning RFP. Refer to 7, Proposal Instructions, for the procedure for asking questions.
<i>Thursday, April 6, 2017</i>	2:00 p.m. <b><u>deadline</u></b> for submission of copies of the proposal to the Madison County Administration Building, Suite 154, 157 North Main Street, Edwardsville, Illinois 62025.
<i>Thursday, April 6, 2017</i>	Proposals will be publicly opened and read aloud on <b>Thursday, April 6, 2017, at 2:30 p.m., in the Committee Meeting Room, Ste. 145 on the first level of the Administration Building.</b>
<i>Friday, April 28, 2017</i>	Completion of proposal review by MBWIB review panel.
<i>Thursday, May 11, 2017</i>	Selection of the One-Stop Operator by MBWIB Executive Committee.
<i>Monday, June 12, 2017</i>	Submission of proposal review to Grants Committee.
<i>Wednesday, June 14, 2017</i>	Submission of approved proposal review from Grants Committee to Finance and Gov. Operations Committee for approval.
<i>Wednesday, June 21, 2017</i>	Submission for approval by the Madison County Board.
<i>Wednesday, June 21, 2017</i>	Submission for approval by the Madison-Bond MBWIB
<i>Thursday, June 22, 2017</i>	Notification of selection or non-selection emailed or mailed to all bidders.
<i>Friday, June 23, 2017</i>	Initiation of a negotiation process, if necessary.

## 10. Proposal Evaluation

The sample rating sheet below will be utilized by the MBWIB review panel during the review and selection process.

SAMPLE

### LOCAL WORKFORCE AREA #22 RATING SHEETS FOR WIOA ONE-STOP OPERATOR

**BIDDER ORGANIZATION  
OR CONSORTIUM** \_\_\_\_\_

**REVIEWER** \_\_\_\_\_

**TOTAL POINTS, THIS PROPOSAL:** \_\_\_\_\_ **Out Of 100.**

Question Number	Program Narrative Question	Response Score
1	Briefly describe the purpose, activities, and services of your organization. Indicate the number of years your organization has been in business and the organization's understanding and experience in workforce development, including the local system, and /or of WIOA and WIA. Why is your organization in the best position to deliver an innovative One-Stop delivery system? <b>(20 points possible)</b>	
2	Describe the qualifications of the proposed one-stop operator in terms of knowledge, skills and abilities. Please include the resumes of key staff who will be assigned to this project and their roles on the project. <b>(20 points possible)</b>	
3	Provide an overview of your organization's previous experience facilitating large, diverse stakeholder groups to a common goal or outcome within structured rules and guidelines while fostering collaboration and partnerships. Specific examples are strongly encouraged. What is your approach in navigating and resolving challenging partnerships? <b>(20 points possible)</b>	
4	Explain your organization's customer engagement approach. Include serving diverse customers including employers, economically disadvantaged, individuals with little or no work experience, individuals with disabilities, dislocated workers with experience, and young adults. Explain how information sharing across a variety of partners and programs is an important aspect of great customer service. <b>(20 points possible)</b>	
5	Include a concise budget narrative with hourly rates, expenses, etc. <b>(10 points possible)</b>	
6	Discuss your suggestion for how performance on this contract should be measured. <b>(10 points possible)</b>	

WIOA One-Stop Operator  
Proposal Cover Sheet  
Program Year 2017  
Local Workforce Area 22

Organization/Consortium \_\_\_\_\_

Project Contact Person \_\_\_\_\_

Title \_\_\_\_\_

Mailing Address \_\_\_\_\_

Telephone Number (\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_) \_\_\_\_\_

Email Address \_\_\_\_\_

WIOA Funds Requested \$ \_\_\_\_\_

Have you been audited in the past two years? Yes \_\_\_ No \_\_\_

Is a copy of the audit available upon request? Yes \_\_\_ No \_\_\_

Date of Submission \_\_\_\_\_

Federal Employer Identification No. (FEIN) \_\_\_\_\_

Workers Compensation No. \_\_\_\_\_

Liability Insurance Company Policy Number \_\_\_\_\_

State or National Certification/Accreditations or Recognizable Credentials \_\_\_\_\_

If a Consortium, list each Organization in the Consortium:

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

Name \_\_\_\_\_ Name \_\_\_\_\_

Address \_\_\_\_\_ Address \_\_\_\_\_

I hereby certify that I understand the duties and responsibilities of administering this work plan. Furthermore, I will ensure that this program will comply with all federal and state rules and regulations concerning the operation of such programs. I consent to allow representatives from the Madison County Employment and Training Department, Illinois Department of Commerce and Economic Opportunity, and the United States Department of Labor to review project operations and administrative procedures during normal business hours.

Signed (Project Contact Person) \_\_\_\_\_

Title \_\_\_\_\_

## Program Narrative

Your proposal is evaluated based upon responses to the questions below. Bidders must provide responses in narrative format to each item/question listed below. **In your proposal, please provide each question with the corresponding number, and then provide your answer.**

1. Briefly describe the purpose, activities, and services of your organization. Indicate the number of years your organization has been in business and the organization's understanding and experience in workforce development, including the local system, and /or of WIOA and WIA. Why is your organization in the best position to deliver an innovative One-Stop delivery system?
2. Describe the qualifications of the proposed one-stop operator in terms of knowledge, skills and abilities. Please include the resumes of key staff who will be assigned to this project and their roles on the project.
3. Provide an overview of your organization's previous experience facilitating large, diverse stakeholder groups to a common goal or outcome within structured rules and guidelines while fostering collaboration and partnerships. Specific examples are strongly encouraged. What is your approach in navigating and resolving challenging partnerships?
4. Explain your organization's customer engagement approach. Include serving diverse customers including employers, economically disadvantaged, individuals with little or no work experience, individuals with disabilities, dislocated workers with experience, and young adults. Explain how information sharing across a variety of partners and programs is an important aspect of great customer service.
5. Include a concise budget narrative with hourly rates, expenses, etc.
6. Discuss your suggestion for how performance on this contract should be measured.

**Proposal Assurance and Signature Form**

I, \_\_\_\_\_, \_\_\_\_\_,  
Name Title  
as an authorized representative of \_\_\_\_\_,  
Name of Bidder Entity  
certify that I am empowered to transact business for \_\_\_\_\_.  
Name of Bidder Entity

I assure that all statements/claims made in this proposal are factual.

I further assure the above named organization is an Equal Opportunity Employer,  
accessible to the handicapped, and not prohibited from receiving Federal funds.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Witness:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**Attachment D**

**HOLD HARMLESS AND INDEMNIFICATION AGREEMENT**

\_\_\_\_\_ (Bidder) agrees to hold harmless and indemnify Madison County, Illinois, against liability for any personal injury or property damage or other loss or damage arising out of the \_\_\_\_\_ (Bidder) negligent acts, errors or omissions in performance of the work to be performed by the \_\_\_\_\_ (Bidder) under the Agreement between the parties dated July 1, 2017 - June 30, 2018 to provide services as the WIOA One-Stop Operator to the Madison-Bond Workforce Innovation Board (MBWIB) or any other work or services to the County by the \_\_\_\_\_ (Bidder). It is specifically understood and agreed that in no case shall the \_\_\_\_\_ (Bidder) be required to pay an amount greater than its comparable or proportional fault or negligence as to the personal injury or property damage or other losses indemnified hereby.

**Dated:** \_\_\_\_\_

\_\_\_\_\_  
**AUTHORIZED REPRESENTATIVE**

\_\_\_\_\_  
**BIDDER ORGANIZATION**

\_\_\_\_\_  
**ADDRESS**

\_\_\_\_\_  
**CITY / STATE / ZIP CODE**

\_\_\_\_\_  
**TELEPHONE NUMBER**

## REFERENCES

Workforce Innovation and Opportunity Act, <https://www.doleta.gov/wioa/>

Training and Employment Guidance Letter WIOA Number 15-16,  
[https://wdr.doleta.gov/directives/attach/TEGL/TEGL\\_15-16\\_Acc.pdf](https://wdr.doleta.gov/directives/attach/TEGL/TEGL_15-16_Acc.pdf)

IllinoisworkNet, WIOA Works,  
<https://www.illinoisworknet.com/WIOA/Resources/Pages/WIOA-Implementation.aspx>

Madison-Bond Workforce Innovation Board website:  
[http://www.co.madison.il.us/departments/employment\\_and\\_training/madison-bond\\_workforce\\_development\\_board\\_\(wdb\)/index.php](http://www.co.madison.il.us/departments/employment_and_training/madison-bond_workforce_development_board_(wdb)/index.php)



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Friday, March 3, 2017	Public notification of RFP availability.
Monday, March 6, 2017	RFPs available for pick up beginning at 9:00 a.m. at Madison County Administration Building, Suite 154,157 North Main Street, Edwardsville, Illinois 62025.
Monday, March 20, 2017	Bidders Meeting at the Madison County Employment and Training Department – Wood River Facility, 101 E. Edwardsville Road, Wood River, IL 62095. Meeting will start at 9:00 am.
Thursday, March 30, 2017	3:30 p.m. <b><u>deadline</u></b> for pick up of RFP.
Thursday, April 6, 2017	2:00 p.m. <b><u>deadline</u></b> for submission of copies of the proposal to the Madison County Administration Building, Suite 154, 157 North Main Street, Edwardsville, Illinois 62025.
Thursday, April 6, 2017	Proposals will be publicly opened and read aloud on <b>Thursday, April 6, 2017, at 2:30 p.m., in the Committee Meeting Room, Ste. 145 on the first level of the Administration Building.</b>
Friday, April 28, 2017	Completion of proposal review by Youth Committee review panel.
Wednesday, May 3, 2017	Submission of proposal review results to Madison-Bond Youth Committee Membership.
Thursday, May 11, 2017	Selection for negotiation by WIB Executive Committee.
Monday, June 12, 2017	Submission of proposal review to Grants Committee.
Wednesday, June 14, 2017	Submission of approved proposal review from Grants Committee to Finance and Gov. Operations Committee for approval.
Wednesday, June 21, 2017	Submission for approval by the Madison County Board.
Wednesday, June 21, 2017	Submission for approval by the Madison-Bond WIB
Thursday, June 22, 2017	Notification of selection or non-selection for negotiation emailed or mailed to all potential service providers.
Friday, June 23, 2017	Initiation of negotiation process.