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Request for Proposals

FUTURE MOBILITY DEPLOYMENT PARTNER

**Contact:**

Kathryn Snorrason, Office of Future Mobility and Electrification

Department of Labor and Economic Opportunity

snorrasonk@michigan.org

**Deadline for Submissions:**

**5:00PM EST on February 10, 2023**

January 2023

**SECTION I**

**OVERVIEW**

**THE OPPORTUNITY**

The Michigan Department of Labor and Economic Opportunity (LEO) is issuing this Request for Proposals (RFP) to interested parties to provide services with the goal of generating technology deployments between the public sector and private sector entities that advance next-generation multimodal mobility in Michigan. LEO anticipates awarding up to $2,000,000 to a Grantee for an anticipated two-year period covering February 2023 – January 2025. This Grant may be renewed for up to two additional one-year periods subject to available funds. Renewal is at the sole discretion of the State and will automatically extend the Term of this Grant. The State will document its exercise of renewal options via an Amendment.

LEO seeks to secure a qualified entity to support the Michigan Office of Future Mobility and Electrification’s efforts (OFME) in the following areas:

* Systematically identify emerging multimodal mobility technology and future-focused business models.

* Concept, coordinate, and execute high-impact public-private partnerships and strategic cross-border initiatives that drive mobility innovation across multiple modes of transportation.
* Build public-private alliances and drive structured collaboration between stakeholder groups operating across modes of transportation.
* Create new partnership models and blended finance tools to align capital around projects, and to drive maximum leverage on existing state investments.
* Develop competitive tools and programming that position Michigan to attract high-growth technology companies and create leapfrog moments for the state versus other states.
* Develop new measurement frameworks for projects that drive impact (positive social and environmental returns) in addition to financial returns.

**BACKGROUND:**

The last ten years have shown a strong domestic auto industry. But Michigan’s per capita income remains below the national average. A strong domestic auto industry alone no longer guarantees widely shared prosperity in Michigan. Especially because electric passenger vehicles require less parts, and industry timelines to scale autonomous vehicle production have been extended. It is imperative that Michigan leverage its clear advantage in automotive-based technologies to drive other transportation modes forward to extend its global impact. This includes mobility innovations in trucking, air mobility, rail, maritime, micro-mobility, and off-road vehicles. By becoming more of a global leader in multimodal transportation, Michigan’s mobility industry will build resiliency, and attract more high-tech talent.

The future of mobility will impact more than automotive as it is only one of many sectors that have become heavily reliant on four foundational technologies: artificial intelligence, electrification, technology-based sharing platforms, and the ‘internet-of-things’ (IoT). This reliance is shifting profit pools and creating new winners and losers along all mobility supply chains. Regardless of whether the goal is to move people, or to move goods.

And future mobility systems will focus on goods delivery. A single global shipment can involve 30 organizations and 200 interactions across various forms of infrastructure. Michigan can leverage autonomous, electrified, shared, and connected technologies across its infrastructure assets to capture more of these interactions. Shipping innovations are changing how smart infrastructure impacts state economies, from smarter, cleaner customs ports to autonomous freight solutions and last-mile delivery. Multimodal leadership will impact global commerce as much as it defines passenger transportation.

If Michigan can deploy first-of-its-kind technologies that help businesses and communities as they drive national conversations around standards, policies, and America technology leadership, our state will cement its place as the global transportation leader in the 21st century. And this approach will also attract emerging companies that can augment job losses from any future automotive industry downsizing.

**PURPOSE:**

The intention of this project is to find ways to introduce and launch new technology-based projects that utilize Michigan’s unique industry and legacy capabilities to advance multimodal mobility options.

This project will issue a joint RFP for concept development and implementation of initiatives that mobilize stakeholders to drive progress against the state’s MI Future Mobility Plan through tangible and measurable action. Actions include:

* Aligning coalitions and managing collaboration across stakeholders.
* Developing project concepts that can drive leverage on existing state funds through private co-investment or federal funding.
* Leveraging a national and global network of companies and partners along the supply chain to drive capital investment in Michigan projects.
* Developing and managing deployment plans.
* Align assets and resources needed to execute projects (co-investment, infrastructure access, policy considerations, communication, and education strategies, etc.).
* Managing contracting and pass-through funding to project partners if applicable
* Define, measure, and report key performance indicators.
* Advise OFME and other state teams on key global technology trends and opportunities.
* Leverage a modular methodology to accommodate projects at various stages of development.

Respondents must have a strong understanding of national and global mobility and technology ecosystems, and demonstrate that it already maintains signature, global public and private partnerships. The role of the respondent organization is to lead the coalition’s efforts and to act as a statewide authority on mobility innovation and growth. The organization must possess the capacity to carry out their responsibilities to coordinate and perform administrative activities, communicate goals, and ensure an innovative approach to the project. Throughout the duration of the grant, the organization will work closely with LEO, as all final decisions about the program’s strategic direction and vision will be made by the Grant Administrator.

**SCOPE OF SERVICES:**

LEO seeks to secure a qualified entity to provide at least, but not limited to, the following:

* **Develop a systems-level view of the opportunity** based on the initial concept and create material that can be used to sell the vision to critical stakeholders
* **Align public and private stakeholders** to pursue a structured innovation project that leverages advanced technology and infrastructure to increase cross-border (state-to-state and international) logistics flows
* **Create framework and process for collaboration** across stakeholders to outline shared objectives and stakeholder roles and responsibilities
* **Coordinate across stakeholders to scope an initial pilot deployment** across key dimensions (Technology, Policy, Routes / Mobility Context [i.e. scenarios map potential users and user journeys] Financing / Business Model)
* Initial pilot design process will generate the following assumptions / deliverables: optimal pilot location, high-level system design including technology and infrastructure components; additional service providers or partners needed to support feasibility analysis or implementation, understanding procurement guidelines and potential regulatory constraints, initial assumption metrics, etc.
* **Gain alignment** on pilot concept from core stakeholders
* **Create a project plan** to guide the collaborative effort toward the pilot deployment
* **Handle all aspects of project management and partner coordination** against project plan
* **Source and diligence potential technology and infrastructure solutions**
* **Structure partnerships / deals with potential technology providers**
* **Secure a partner to study the labor impact of autonomous trucking** and recommend workforce development solutions to preserve and create high-wage, high-value logistics jobs . Leverage the project to position the MI for other initiatives/attraction opportunities and federal funding opportunities.

**PERFORMANCE MEASURES:**

To demonstrate grant success, respondents must be able to track and report on the following anticipated performance measures:

|  |
| --- |
| **Performance Measures** |
| Number of non-automotive technology deployments in-state annually (trucking/logistics, drones/UAS/passenger aviation, rail, maritime) |
| Number of new national and global partners and corporations engaged in Michigan communities and industries. |
| Private investment generated for transformative mobility projects in-state. |
| Collaborations with existing in-state public-private partnerships and mobility projects. |

**REPORTING REQUIREMENTS**

To ensure quality execution of this grant, the organization is responsible for participating in scheduled check-in calls and submitting Narrative Progress Reports and Financial Reports to LEO. Report templates will be provided.

**SECTION II**

**PROPOSAL FORMAT**

**REQUIRED PROPOSAL COMPONENTS**

Respondents are encouraged to be innovative in their proposed design and delivery of this grant. The following proposal components outline the requirement for this RFP:

* Business Organization and History
* Scope of Services
* Competence, Experience, and Staff Capacity
* Budget/Budget Narrative

**Business Organization and History**

State the full name, address, phone number, and contact person for Respondent organization and, if applicable, the branch office or other subordinate element that will perform, or assist in performing, the work. Indicate whether it operates as an individual, partnership, or corporation; if as a corporation, include the state in which it is incorporated. If appropriate, the proposal must state whether the organization is licensed to operate in the State of Michigan.

**Scope of Services**

Please provide a narrative description of the Respondent organization’s ability, capacity, and plan to deliver the *Scope of Services* in each areabelow as described in Section I above.

**Competence, Experience, and Staff Capacity**

Describe the prior experience of the Respondent organization that may be considered relevant to the successful accomplishment of the scope of services defined in this RFP. Include sufficient detail to demonstrate the relevance of such experience. In this section, proposals submitted should include descriptions of qualifying experience that include project descriptions, costs, and starting and completion dates of projects successfully completed.

The Respondent must be able to staff a project team which possesses talent and expertise in the field of the requirements of this RFP. Identify staff leads assigned by name and title. Include experience and any other appropriate information regarding the work team’s qualification to implement the scope of services. Show where the project team will be physically located during the time they are engaged in the work. Indicate which of these individuals is considered key to the successful completion of the work. Do not include any financials for the contemplated work within the Proposal. Resumes of qualifications should be supplied for proposed project personnel.

Include the name and telephone number of person(s) in the Respondent organization authorized to expedite any proposed grant with the LEO.

Include any other information that is believed to be pertinent, but not specifically asked for elsewhere.

Preference will be given to organizations that can demonstrate existing global and national partnerships with corporations; pre-existing innovation-based methodologies that have worked in national and global markets; experience working with start-ups; businesses in adjacent technology-based industries or in non-traditional, emerging areas of the automotive/mobility sector; and experience working with venture capital and alternative financing models.

**BUDGET/BUDGET NARRATIVE**

A comprehensive budget covering the grant period is required. Please complete the appropriate section of Attachment A: Proposal Template, which includes components such as project management, advisors, operational expenses, pilot stipends, other. The Budget Narrative must thoroughly describe how the planned expenses and requested funding support the scope of services.

**PROPOSAL FORMAT**

The proposal narrative addressing the scope of work and deliverables, is limited to no more than ten (10) pages, single spaced, single side 8.5 x 11 page with 12-point Arial font, using one-inch margins.

**SECTION III**

**RFP PROCESS AND TERMS AND CONDITIONS**

**TIMELINE FOR GRANT PROPOSAL AND AWARD**

**Proposals must be submitted to the contact person listed below via email by 5:00 PM EST on February 10, 2023.**

Contact: Kathryn Snorrason, Managing Director, Michigan Office of Future Mobility and Electrification (OFME)

517.242.4668

snorrasonk@michigan.org

All respondents will be contacted regarding their status and/or potential grant award per the following schedule:

|  |  |
| --- | --- |
| DATE | ACTIVITY |
| January 31, 2023 (10 Days) | RFP Posted |
| February 10, 2023 (10th Day) | **Deadline for Submission** |
| February 20, 2023 (10-15 Days) | Awardee Notified |
| February 2023 – January 2025 | Anticipated Grant Period |

**ELIGIBLE RFP RESPONDENTS**

Examples of eligible Respondents include, but are not limited to:

* Future Technology-Focused Advisors and/or Accelerators
* Project Management Prov

**PROPOSALS**

To be considered, Respondents must submit a complete response to this RFP by 5:00 pm EST on February 10, 2023. No other distribution of proposals is to be made by the Respondent. Respondent's proposal must be submitted in the format outlined below. There should be no attachments, enclosures, or exhibits other than those required in the RFP or considered by the Respondent to be essential to a complete understanding of the proposal. Each section of the proposal should be clearly identified with appropriate headings.

The Technical Proposal must be **signed physically or electronically** by an official of the Respondent authorized to bind the Respondent to its provisions. The rates quoted in the budget must remain firm for the period indicated in Section I.

Each proposal should be prepared simply and economically, providing a straightforward, concise description of the Respondent’s ability to meet the requirements of the RFP. Emphasis should be on completeness and clarity of content.

**SELECTION CRITERIA**

Respondents will be rated on evidence of the capacity, commitment, and experience to carry out program management responsibilities; experience of the selected Organization; and a plan for decision-making and internal communications. Preference will be given to organizations with existing knowledge of industrial high-tech talent needs and can demonstrate existing partnerships with collaborators including large and medium corporations, economic development entities, and educational organizations.

Responses to this RFP will be evaluated based upon a three-step selection process. The proposal must address the requirements described in Section II of this RFP.

The first step is an evaluation of which proposals satisfactorily meet the requirements of this RFP.

Step I – Evaluation for Compliance

* 1. *Proposal Content* – Proposals will be screened for technical compliance to include but not limited to:
* Timely submission of the proposal.
* Proposal, Budget, and Budget Narrative clearly identified.
* Proposal signed physically or electronicallyby an official of the Respondent authorized to bind the Respondent to its provisions.
* Proposals satisfy the form and content requirements of this RFP.

Step II – Criteria for Satisfactory Proposals

1. During the second step of the selection process, proposals will be considered by a Joint Evaluation Committee (“JEC”) comprised of individuals selected by LEO. Only those proposals that satisfy the requirements described in this RFP, as determined is the sole discretion of the JEC, will be considered for evaluation in Step II. The JEC reserves the right to request additional information from any Respondent.
2. *Competence, Experience and Staffing Capacity* – The proposal should indicate the ability of the Respondent to meet the requirements of this RFP, especially the quality, and recent projects similar to that described in this RFP. The proposal should indicate the competence of the personnel whom the Respondent intends to assign to the project, including education and experience, with particular reference to experience on projects similar to that described in this RFP.
3. *Delivery of* *Scope of Services* – The proposal should indicate the ability of the Respondent to execute the Scope of Services as described in Section I above.
4. During the JEC’s review, Respondents may be required to make oral presentations of their proposals to the JEC. These presentations provide an opportunity for the Respondents to clarify the proposals. LEO will schedule these presentations, if required by the JEC.

Step III – Criteria for Satisfactory Budget/Budget Narrative

1. Based on what is in the best interest of the State of Michigan, LEO will award the Grant considering value, quality, and the ability to meet the objectives of this RFP, of proposals that were approved as a result of this three-step evaluation process.
2. LEO reserves the right to consider economic impact on the State when evaluating proposal budgets. This includes, but is not limited to, job creation, job retention, tax revenue implications, and other economic considerations.
3. The award recommendation will be made to the responsive and responsible Respondents who offer the best value to LEO and the State of Michigan. The Respondents offering the best proposal that meets the objectives of the RFP will determine best value*.*
4. LEO reserves the right to award to another “best value” Respondent in case the original Respondent does not accept the award, or to multiple Respondents.

**Scoring Criteria for Proposals**

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | EXEMPLARY | ADEQUATE | NEEDS IMPROVEMENT | MISSING  INFORMATION | SCORE |
| Proposal Compliance  (Up To 10 Points) |  |  |  |  |  |
| Proposal Narrative  (Up To 50 Points) |  |  |  |  |  |
| Organization/Partnerships/Staffing (Up to 15 points) |  |  |  |  |  |
| Budget/Budget Narrative  (Up To 25 Points) |  |  |  |  |  |
| Totals |  |  |  |  |  |

**ATTACHMENT A**

**PROPOSAL TEMPLATE**

**Deadline for Submissions: 5:00 PM on February 10, 2023**

**PROPOSAL RESPONDENT INFORMATION:**

Respondent Type: Select Respondent Type

Organization Name: Click here to enter Organization Name

Contact Name: Click here to enter Contact Name

Title: Click here to enter Title

Address: Click here to enter Street Address  
Click here to enter City, State, and Zip Code

Phone: Click here to enter Phone Number

Email: Click here to enter Email Address

Website: Click here to enter Website

**PROPOSAL NARRATIVE: Competence, Experience and Staffing Capacity**

Please provide a narrative description of the Respondent organization’s *Competence, Experience and Staffing Capacity* pertaining to the management of this grant:

Click here to enter **Competence, Experience and Staffing Capacity**

**PROPOSAL NARRATIVE: Scope of Services**

Please provide a narrative description of the Respondent organization’s ability, capacity and plan to deliver the *Scope of Services* in each areabelow as described in Section I above, including the following:

* **Develop a systems-level view of the opportunity** based on the initial concept and create material that can be used to sell the vision to critical stakeholders
* **Align public and private stakeholders** to pursue a structured innovation project that leverages advanced technology and infrastructure to increase cross-border (state-to-state and international) logistics flows
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Preference will be given to organizations that can demonstrate existing global and national partnerships with corporations; pre-existing innovation-based methodologies that have worked in national and global markets; experience working with start-ups; businesses in adjacent technology-based industries or in non-traditional, emerging areas of the automotive/mobility sector; and experience working with venture capital and alternative financing models.

Click here to enter **Scope of Services**

**BUDGET/BUDGET NARRATIVE**

Please provide a budget and budget narrative to cover the costs to deliver the services stated in the proposal for a period covering February 2023 through January 2025:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
|  | Grant Funds | Cash Match | In-Kind Match | Totals |
| Project Management |  |  |  |  |
| Advisors |  |  |  |  |
| Operational Expenses |  |  |  |  |
| Pilot Stipends |  |  |  |  |
| Other |  |  |  |  |
| Totals |  |  |  |  |

Please include below narrative descriptions for all items included in the budget above:

**Project Management:**

**Advisors:**

**Operational Expenses:**

**Pilot Stipends:**

**Other:**