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NANCY T. BUCKNER
Commissioner

ANNOUNCEMENT

September 13, 2016

THE STATE OF ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSALS (RFP) FOR THE EMPLOYMENT AND TRAINING CONSULTANT SERVICES ON TUESDAY, SEPTEMBER 13, 2016.

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) seeks a qualified vendor to provide guidance and assistance to state staff and counties through the *Employment and Training Consultant Services* by identifying potential partners to provide services through the Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Program. The *Employment and Training Consultant Services* will provide services in the following counties: **Baldwin, Barbour, Butler, Calhoun, Chambers, Choctaw, Clarke, Coffee, Colbert Conecuh, Cullman, Dallas, DeKalb, Escambia, Etowah, Fayette, Greene, Hale, Houston, Jackson, Jefferson, Lee, Lowndes, Madison, Marengo, Marion, Marshall, Mobile, Monroe, Montgomery, Morgan, Perry, Pike, Randolph, Russell, Shelby, St. Clair, Sumter, Talladega, Tallapoosa, Tuscaloosa, Walker, Washington and Wilcox.** The purpose of the *Employment and Training Consultant Services* is to assist the state in developing strategies to assist with SNAP E & T expansion planning and initial pilot opportunities, to assist in contract development including budget and contract monitoring, to assist in identifying initial staffing capacity as well as identifying roles for proposed contracts, and to assist in developing state partnerships with the community college system. A more complete description of the services and eligibility requirements for participants is provided in *Section 3, Scope of Project*. Proposals submitted in response to this solicitation must comply with the instructions and procedures described in the procurement document.

An electronic copy of the RFP will be available by 5:00 p.m. on Tuesday, September 13, 2016. To access the RFP log onto the Department’s website (www.dhr.alabama.gov), then click on the RFP link for *Employment and Training Consultant Services* under ANNOUNCEMENTS, or click on Requests for Proposals under QUICK LINKS, then click on the RFP link for *Employment and Training Consultant Services*.

The initial contract term is for a period of one (1) year beginning **January 01, 2017** and ending **December 31, 2017**. Renewals of the contract, as agreed upon by both parties, may be made at **one (1) year** intervals, or any interval that is advantageous to the Department, not to exceed a total of **three (3) years**, at the option of the Department. ***Selected vendors must be fully operational on Sunday, January 01, 2017.***

If you are unable to access the RFP after its release using the afore-mentioned information, immediately notify Vicki Cooper-Robinson (vicki.robinson@dhr.alabama.gov) via email.

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