



Kay Ivey  
Governor

# State of Alabama Department of Human Resources

S. Gordon Persons Building  
50 Ripley Street  
P. O. Box 304000  
Montgomery, Alabama 36130-4000  
(334) 242-1310

[www.dhr.alabama.gov](http://www.dhr.alabama.gov)



Nancy T. Buckner  
Commissioner

## ANNOUNCEMENT

January 16, 2019

**THE STATE OF ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSAL (RFP) FOR THE ALABAMA STATE DISBURSEMENT UNIT ON FRIDAY, JANUARY 18, 2019.**

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) seeks a qualified vendor to continue operation of the *Alabama State Disbursement Unit (ASDU)*. The ASDU is the central child support collection unit for the State of Alabama, as required by the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PRWORA). The ASDU is designed to: (a) process all Alabama IV-D and non IV-D child support payments, with the exception of a small number which are made at court houses and cash IV-D payments resulting from court action; (b) transfer data and funds to other state agencies for allocation, distribution and disbursement to child support recipients; (c) explore innovative approaches to processing payments to increase efficiency and improve data communication, both in terms of timeliness and quality of content; and (d) provide customer service and other relevant services as necessary.

Proposals submitted in response to this solicitation must comply with the instructions and procedures described in the procurement document. A more complete description of the services and eligibility requirements for participants is provided in *Section 3, Scope of Project*.

An electronic copy of the RFP will be available by 5:00 p.m. CST on Friday, January 18, 2019. To access the RFPs, log onto the Department’s website ([www.dhr.alabama.gov](http://www.dhr.alabama.gov)), then click on the RFPs link for *Alabama State Disbursement Unit* under ANNOUNCEMENTS, or click on STAARS, Requests for Proposals under QUICK LINKS, then click on the RFP link for *Alabama State Disbursement Unit*.

The initial contract term for this procurement is for a period of **two (2) years** beginning **November 01, 2019** and ending **October 31, 2021**. Renewals of the contract, as agreed upon by both parties, may be made at one 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 November 01, 2019.***

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