



**Kay Ivey**  
*Governor*

# State of Alabama

## Department of Human Resources

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**Nancy T. Buckner**  
*Commissioner*

### ANNOUNCEMENT

March 24, 2020

**THE STATE OF ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSAL (RFPS) FOR THE EMPLOYMENT AND TRAINING CONSULTANT ON THURSDAY, MARCH 26, 2020.**

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) seeks a qualified consultant with successful experience working with states to continue developing their Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Program and increase the capacity of E&T Partners. The Employment and Training Consultant will: 1) assist the Department with developing strategies to assist partners in expanding their E&T capacity; 2) assist in developing and writing the State’s Annual SNAP E&T Plan; and 3) assist in developing state third-party partnerships.

The Employment and Training Consultant Services vendor will assist the Department with assisting partners, including the community college system, to expand/operate their local Employment and Training (E&T) Programs in State designated E&T counties.

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 Thursday, March 26, 2020. To access the RFP log onto the Department’s website ([www.dhr.alabama.gov](http://www.dhr.alabama.gov)), then click on the RFP link for *Employment and Training Consultant* under ANNOUNCEMENTS, or click on Requests for Proposals under LINKS, then click on the RFP link for *Employment and Training Consultant*.

The initial contract term for this procurement will be for a period of two **(2) years** beginning **October 01, 2020** and ending **September 30, 2022**. 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 October 01, 2020.*

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.

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