

PUBLIC NOTICE REQUEST FOR PROPOSALS (RFP)

Notice is hereby given that the County of Union will receive and open proposals on **September 18, 2015 at 11:00 AM** in the Union County Administration Building, Freeholder's Meeting Room, 6th Floor, 10 Elizabethtown Plaza, Elizabeth, NJ, for:

ADMINISTRATION OF COUNTY HOUSING PROGRAM: HOUSING ASSISTANCE PAYMENT PROGRAM (HAPP) (SECTION 8 PROGRAM)

January 1, 2016 through December 31, 2017

Potential for two (2) additional twelve (12) month extension options

Proposals are being solicited through a fair and open process in accordance with N.J.S.A. 19:44A-20.4.

The Housing Assistance Payments Program (HAPP) (Section 8) is funded directly from the U.S. Department of Housing and Urban Development (HUD), since 1984. This program will require the administration of 371 Housing Vouchers. The funds for the Housing Assistance Payments and Administrative Costs are included in the grant.

The purpose of the Housing Assistance Payments Program is to provide rental assistance in the form of vouchers to low income eligible persons to help them afford their rent. The program policies are dictated by HUD and administrative fees are based on formula funding from HUD.

Requests for Proposals may be obtained either by downloading the proposal from the County's Webpage (www.ucnj.org) or a hard copy may be picked up at the Office of County Counsel, Union County Administration Building, 5th Floor, 10 Elizabethtown Plaza, Elizabeth, New Jersey during the hours of 9:30 a.m. to 4:30 p.m. beginning on August 21, 2015.

All questions regarding the RFP must be made in writing directed to Carolyn Sullivan Kropp, Esq., Office of the County Counsel. Questions may be faxed to (908) 289-4230 or emailed to csullivan@ucnj.org.

Sealed proposals must be made in the form required by the specifications and one (1) original hardcopy and one (1) PDF electronic copy on CD or Jump Drive must be delivered to reach the Office of the County Counsel, Union County administration Building, 5th Floor, 10 Elizabethtown Plaza, Elizabeth, NJ 07207. Attention: "Proposal for Administration of Union County Housing Assistance Payment Program" prior to the stated time for the receipt proposals.

All information requested in the Request for Proposals must be provided or the proposal may be disqualified. Proposals **MUST BE SEALED** and labeled "Proposal for Administration of County Housing Program: Union County Housing Assistance Payment Program."

Prior to the stated time for the receipt of proposals and received no later than 11:00 AM on September 18, 2015. The County of Union and the Board of Chosen Freeholders reserves the right to reject any and all proposals, to waive any informality in the RFP process, and to accept any proposals which, in their judgment, are most advantageous, price and other factors considered, and will best serve the interest of Union County.

Proposers are required to comply with the requirements of N.J.S.A. 10:5-31 et seq. and N.J.A.C. 17:27.

