

PUBLIC NOTICE  
REQUEST FOR PROPOSALS

Notice is hereby given that the Union County Workforce Development Board ("WDB") will receive proposals on Wednesday, January 29, 2020 at 11:00 a.m., EDT. in the Union County Administration Building, Small Conference Room, 4th Floor, 10 Elizabethtown Plaza, Elizabeth, NJ, for the provision of:

WORKFORCE INNOVATION AND OPPORTUNITY ACT

Affiliate American Job Center Site Operator For Employment And Training Services To Refugees Resettled In Union County

The funding source is Program Year 2019 Workforce Innovation & Opportunity Act funds. The anticipated funding period is February 1, 2020 through January 31, 2021.

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

The Union County Workforce Development Board (WDB), in accordance with Section 107 of the Workforce Innovation & Opportunity Act of 2014, is charged with developing effective strategies to train individuals in demand occupations. This Request for Proposals is soliciting proposals to procure a single service provider of an Affiliate American Job Center Site Operator For Employment And Training Services To Refugees Resettled In Union County under the provisions of the Workforce Innovation and Opportunity Act. The Board is seeking interested and qualified entities able to provide innovative, high quality services to Union County residents who are admitted lawfully to the United States under the U.S. Refugee Admission Program, pursuant to Immigration and Nationality Act. Services provided under this RFP are targeted to assist refugees in integrating into American society and achieving sufficient English language skills, economic self-sufficiency, job readiness, soft skills, literacy competencies, employment and job retention. Funding allocations governed by this public notice will be included in the Request for Proposals. Successful Proposers must demonstrate current or future service delivery capabilities to serve adults in Union County effectively.

Request for Proposals may be obtained online as of Thursday, January 9, 2020 at <http://ucnj.org/vendor-opportunities/rfqs-and-rfps/current/>.

In an effort to assist candidates intending to apply for these funds, a Proposer Technical Assistance Conference has been scheduled for 10:00 a.m. Tuesday, January 14, 2020 in the Union County Administration Building, 4th Floor, Large Training Room, 10 Elizabethtown Plaza, Elizabeth, NJ. If you plan to attend please RSVP to [epaskewich@ucnj.org](mailto:epaskewich@ucnj.org).

All questions regarding the RFP must be made in writing directed to Carolyn Sullivan Kropp, Esq., Assistant County Counsel at: [ckropp@ucnj.org](mailto:ckropp@ucnj.org). Written questions will be accepted through 4:00 pm, EDT Friday, January 24, 2020. Questions submitted after this date and time may not be answered by the County in order to assist all proposers in timely submitting their proposals.

All information requested in the RFP must be provided or the proposal shall be disqualified. Proposals MUST BE SEALED AND LABELED "Affiliate American Job Center Site Operator For Employment And Training Services To Refugees Resettled In Union County". Proposals must be made in the form required by the RFP specifications and one (1) original, two (2) copies, and 1 (one) PDF electronic copy on a CD or Thumb Drive must be received no later than 11:00 a.m. (EDT) on Wednesday, January 29, 2020.

Proposals may be submitted prior to the deadline by mail or hand delivery, must be enclosed in a sealed envelope labeled "American Job Center Site Operator For Employment And Training Services To Refugees Resettled In Union County", and addressed to Union County Workforce Development Board, Administration Building, 4th Floor, 10 Elizabethtown Plaza, Elizabeth, NJ 07207. Proposals submitted by fax or e-mail will not be accepted. Proposals submitted after 11:00 a.m. (EDT) on Wednesday, January 29, 2020 will not be accepted.

The WDB 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 in-

terest 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.  
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