

**PUBLIC NOTICE  
REQUEST FOR PROPOSALS**

Notice is hereby given that the Union County Workforce Development Board (“WDB”) will receive proposals by Commercial Mail Carrier (USPS, FEDEX, UPS) only no later than **Tuesday, July 13, 2021, 11:00am, EST**, addressed to Union County Workforce Development Board, Union County Administration Building, 10 Elizabethtown Plaza, 4<sup>th</sup> Floor, Elizabeth, NJ 07207, for the provision of:

**NEW JERSEY DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT  
WORKFIRST NEW JERSEY PROGRAM (EMPLOYABILITY FUNDS)  
PROGRAM YEAR 2021**

Allowable participant activities include: Job Search (JS), Community Work Experience Program (CWEP), CWEP + Education Directly Related to Employment, CWEP + Job Skills Training Directly Related to Employment, CWEP + Satisfactory School Attendance-Cert. of General Equivalence, Job Readiness/Life Skills (JR/LS) and Community Work Experience Program (CWEP) combined with Adult Basic Education (ABE), High School Equivalency Preparation (HSE), English as a Second Language. Participants to be served with these employability funds are recipients of Temporary Assistance for Needy Families (TANF), General Assistance (GA) and Supplemental Nutrition Assistance Program (SNAP) recipients.

Funding allocations and minimum enrollment levels for funding sources pertaining to this legal notice will be announced at a later date.

The Request for Proposals (“RFP”) may be obtained online as of Wednesday, June 23, 2021 at <http://ucnj.org/vendor-opportunities/rfqs-and-rfps/current/>.

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) or to Meredith Barracato at [meredith.barracato@ucnj.org](mailto:meredith.barracato@ucnj.org). Written questions will be accepted through 4:00 pm, EST Friday, July 2, 2021.

\*\*\*Public access to the County of Union Administration Building is currently restricted during the statewide public health emergency. Accordingly there will not be an in-person public opening but instead will be conducted by Zoom meeting on July 13, 2021. A meeting link will be provided under the entry for this RFP at (<http://ucnj.org/vendor-opportunities/rfqs-and-rfps/current/>)

All information requested in the RFP must be provided or the proposal shall be disqualified. Proposals **MUST BE SEALED AND LABELED “PROPOSALS FOR COUNTY OF UNION / WORKFIRST NEW JERSEY PROGRAMS”**. 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 via postal mail no later than 11:00 a.m. (EST) on Tuesday, July 13, 2021. Proposals may be submitted prior to the deadline. The County will not be responsible for late delivery by the U.S. Mail or any other carrier. Hand delivery of proposals are strongly discouraged due to public restrictions. If delivered by hand, you will not receive confirmation of delivery. **No late proposals will be accepted. Proposals submitted by fax or e-mail 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 its 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.