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NANCY T. BUCKNER
Commissioner

ANNOUNCEMENT

December 13, 2016

THE STATE OF ALABAMA DEPARTMENT OF HUMAN RESOURCES (DHR) WILL RELEASE A REQUEST FOR PROPOSALS (RFP) FOR AN EMPLOYMENT AND TRAINING CONSULTANT ON THURSDAY, DECEMBER 15, 2016.

The ALABAMA DEPARTMENT OF HUMAN RESOURCES, (hereinafter referred to as “the Department”) seeks a qualified consultant with successful experience working with states to develop their Supplemental Nutrition Assistance Program (SNAP) Employment and Training (E&T) Program and increase recipient participation as well as identify potential partners. The *Employment and Training Consultant* will provide services in the following counties: **Baldwin, Barbour, Butler, Calhoun, Chambers, Choctaw, Clarke, Coffee, Colbert Conecuh, Cullman, Dallas, Dekalb, Escambia, Etowah, Fayette, Greene, Hale, Houston, Jackson, Jefferson, Lee, Lowndes, Madison, Marengo, Marion, Marshall, Mobile, Monroe, Montgomery, Morgan, Perry, Pike, Randolph, Russell, Shelby, St. Clair, Sumter, Talladega, Tallapoosa, Tuscaloosa, Walker, Washington and Wilcox.**

The purpose of the *Employment and Training Consultant* is to assist the state in developing strategies to assist with SNAP E & T expansion planning and initial pilot opportunities, to assist in program development including budget and program monitoring, to assist in identifying initial staffing capacity as well as identifying roles for proposed programs, and to assist in developing state third-party partnerships with the community college system as well as other community based organizations. 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, December 15, 2016. To access the RFP log onto the Department’s website (www.dhr.alabama.gov), then click on the RFP link for *Employment and Training Consultant* under ANNOUNCEMENTS, or click on Requests for Proposals under QUICK LINKS, then click on the RFP link for *Employment and Training Consultant*.

The initial contract term is for a period of one (1) year beginning **March 01, 2017** and ending **February 28, 2018**. Renewals of the contract, as agreed upon by both parties, may be made at **one (1)** 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 Wednesday, March 01, 2017.***

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

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