STATE OF NEW JERSEY
NOTICE OF REQUEST FOR PROPOSALS

TO PROVIDE CAREER SERVICES FOR ADULT, DISLOCATED WORKER, AND YOUTH CUSTOMERS FOR THE PERIOD OF JULY 1, 2026, THROUGH JUNE 30, 2028, WITH TWO (2) ONE-YEAR RENEWAL OPTIONS
RFP #CC-4-2026

The County of Monmouth invites the submission of written proposals to provide Career Services for Adult, Dislocated Worker and Youth Customers on behalf of the County of Monmouth and the Monmouth County Workforce Development Board for the period of July 1, 2026, through June 30, 2028, with two (2) one-year renewal options. The estimated funding amount for Career Services pursuant to this RFP is $1,600,000.00 annually. The services within this RFP are supported by funds from the United States Department of Labor (USDOL), through the Workforce Innovation and Opportunity Act (WIOA) totaling $1,600,000.00 annually. The total amount of funding to be awarded under this RFP is 100% WIOA federal funding.

Proposals must be delivered to the Monmouth County Division of Purchasing, Hall of Records, 3rd Floor, 1 East Main St., Freehold, New Jersey 07728 **by 10:30 a.m., on Tuesday, October 21, 2025,** at which time the proposals will be opened and read in public, in the Commissioner's Meeting Room, 2nd Floor, Hall of Records. Late proposals will not be accepted.

The Division of Purchasing will post any addenda to the RFP on this website. The Division of Purchasing will also endeavor to notify registered prospective Contractors of any such posting, but it will remain their responsibility to monitor the website for any addenda and to acknowledge receipt of the addenda in their proposals.

Proposals must be in a sealed envelope, labeled with the project name, project number and the name and address of the Contractor.

Proposal packets are available by downloading the specifications at www.visitmonmouth.com/purchasing under "Upcoming Competitive Contracts".

An in-person Technical Assistance conference will be held Wednesday, October 01, 2025, **at 9:30 a.m.**
Monmouth County Workforce Development Board Office
60 North Taylor Avenue, Neptune, NJ 07753

The Conference is expected to begin promptly at 9:30 a.m. Please RSVP by emailing SMasin_DolPartner@dol.nj.gov

It is strongly suggested that all potential proposers attend.

Questions from the Technical Assistance conference will be answered and posted on the Monmouth County website www.visitmonmouth.com/purchasing as a clarification and/or addendum. The deadline for questions to be included in the Q&A clarification and/or addendum will be October 6, 2025, by 10:00 a.m. It is the sole responsibility of the Contractor to be knowledgeable of all clarifications/addenda related to this procurement. Therefore, interested Contractors should check the website throughout the RFP process for any updates. Technical assistance regarding the submission of the RFP will not be available at any other time after the conference.

Proposals will be evaluated, and a contract will be let under the competitive contracting provisions of the Local Public Contracts Law and related regulations.

The Contractor will be required to comply with the current requirements of *N.J.S.A*. 10:2-1 (Anti-Discrimination in Employment), *N.J.S.A*. 10:5-31 *et seq*. and *N.J.A.C*. 17:27 *et seq*. (Equal Employment Opportunity), 42 U.S.C. § 12101 *et seq*. (Americans with Disabilities Act), *N.J.S.A*. 52:32-44 *et seq*. (New Jersey Business Registration) and *N.J.S.A*. 52:15C-14(d) (*N.J.A*.C. 17:44-2.2) (Records Retention).

The County reserves the right to reject any and all proposals, as allowed by law.

By Order of the Monmouth County Board of County Commissioners

THOMAS A. ARNONE, Director
TAMARA BROWN, Clerk of the Board
HELEN P. FIORE, Director of Purchasing

Responses are to be submitted in sealed envelopes and labeled: "CC-4-2026" *(Revised 2/2022)*