

DEPARTMENT OF HUMAN RESOURCES **SMALL PROCUREMENT SOLICITATION NOTICE**

**PROPOSALS ARE BEING ACCEPTED FOR THE FOLLOWING:
Pre-Employment Training Services**

Caroline County Department of Social Services
(APPLICABLE STATE ADMINISTRATION)

DHR SOLICITATION NUMBER: CARLN/FIA/15-002-S

DESCRIPTION: The Work Opportunities Program at the Caroline County Department of Social Services (CCDSS) intends to acquire Pre-Employment Training Services for the purpose of providing training services to individuals receiving Temporary Cash Assistance, Food Supplement benefits, or who are participating in the Non-Custodial Parent Employment Program. These training services will target skills needed to seek, obtain, and retain employment; and help the individuals to become self-sufficient. The Contract period will be for one year beginning July 1, 2014 through June 30, 2015. Only one award will be made as a result of this solicitation.

USER AGENCY: Caroline County Department of Social Services

PROPOSALS DUE: 3:00 PM; Friday June 6, 2014

BASIS FOR AWARD: Most Advantageous offer to the State considering both price and technical factors.

ADDITIONAL INFORMATION: Offerors must demonstrate at least two years experience teaching in an adult learning environment. Experience in employment-related training preferred.

CONTRACTORS INTERESTED IN SUBMITTING A PROPOSAL ON THE ABOVE LISTED PROJECT SHOULD DIRECT INQUIRIES TO:

**Karen Satterfield
Caroline County DSS
P.O. Box 400,
Denton, MD 21629
410-819-4501 (fax)
karen.satterfield@maryland.gov**

Solicitation documents can be found on eMaryland Marketplace at:
<https://emaryland.buyspeed.com/bs/> under Solicitation # MDN0031014979.

**THE STATE OF MARYLAND ENCOURAGES MINORITY BUSINESS ENTERPRISES TO
PARTICIPATE IN THIS PROCUREMENT PROCESS**