



# COUNTY OF SOMERSET DEPARTMENT OF FINANCE & ADMINISTRATIVE SERVICES



## PURCHASING

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## NOTICE OF RFA

### TO SUBMIT APPLICATIONS FOR A SUMMER YOUTH EMPLOYMENT PROGRAM

The County of Somerset is soliciting proposals through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq. for the Request for Application (RFA) for a Summer Youth Work Experience Program funded by a grant from the New Jersey Department of Labor.

Sealed responses will be received by the Purchasing Agent on **May 5, 2026 at 3:30 P.M.** in the Purchasing Division, County Administration Building, 20 Grove St., Somerville, NJ 08876 at which time and place responses will be opened for:

#### **GREATER RARITAN WORKFORCE DEVELOPMENT BOARD SUMMER YOUTH WORK EXPERIENCE PROGRAM (SYWEP) Option A: Application to Request Youth Participant Option B: Virtual Career Skills Building Classes Contract #: CY-COM-0066-26**

We value the integrity of the procurement process, and in full transparency, the RFA opening will be conducted via Live-Stream from the County Commissioners Meeting room. You can access the Live-Stream from the County's homepage at the prevailing date and time stated in this Notice of RFA. During the RFA opening process, the respondents will be announced as well as RFA amounts.

RFA responses must be made on the standard proposal forms, be enclosed in a sealed package bearing the name and address of the bidder and the **"RFA TITLE NAME & CONTRACT #"** on the outside, addressed to Melissa A. Kosensky, Purchasing Agent, at the address above.

Specifications and instructions may be obtained at the Purchasing Office or on the County Website, [www.somersetcountynj.gov](http://www.somersetcountynj.gov).

Any RFA Addenda will be issued on the website, and processed in accordance with N.J.S.A. 40A:11-23(c)(1). All interested respondents should check the website from now through RFA opening. It is the sole responsibility of the respondent to be knowledgeable of all addenda related to this procurement.

Respondents are required to comply with the requirements of N.J.S.A 10:5-31 et seq. and N.J.A.C 17:27 et seq.

Melissa A. Kosensky, QPA, CCPO, RPPO  
Purchasing Agent

Publication Date: April 7, 2026

- Mission Statement -

The County of Somerset is committed to excellence and innovation in public service, promoting the well-being of all residents and communities by providing effective, efficient and responsive leadership.

*Somerset County Is An Equal Opportunity Employer*