



MEMORANDUM

TO: Interested Parties

FROM: Esther Velazquez, Contracts and Procurement Specialist

DATE: July 22, 2024

SUBJECT: Request for Applications for Professional Workplace Facilitator Services
RFA 24-03

Workforce Solutions Coastal Bend (WFSCB) is soliciting applications from qualified entities or individuals to provide professional workplace facilitator services in various development areas to WFSCB staff. Eligible Applicants must be certified and experienced in facilitating in-person meetings in one or more of the following activities:

- Personality Testing & Assessment
- Emotional Intelligence
- Staff Coaching & Development
- Culture & Team Building

The RFA will be available on Monday, July 22, 2024 at 2:00 pm Central Time and can be accessed on our website at: www.workforcesolutionscb.org or by contacting Esther Velazquez at 361.885.3013 or esther.velazquez@workforcesolutionscb.org.

Applications will be accepted through Friday, August 30, 2024 at 4:00 p.m. and may be submitted via email to esther.velazquez@workforcesolutionscb.org or hand delivered or mailed to: Workforce Solutions Coastal Bend, 400 Mann Street, Suite 800, Corpus Christi, Texas 78401.

Workforce Solutions Coastal Bend is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 711 (Voice). Historically Underutilized Businesses (HUBs) are encouraged to apply.

Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.