



## **MEMORANDUM**

**TO:** Interested Parties  
**FROM:** Nelda Rios, Contracts and Procurement Specialist  
**DATE:** March 3, 2025  
**SUBJECT:** RFQ for Fiscal Monitoring Services (RFQ 25-04)

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Workforce Solutions Coastal Bend (WFSCB) is soliciting proposals from entities or individuals qualified to perform independent fiscal monitoring services including development of a risk assessment and monitoring plan, an annual and a follow-up review of WFSCB's subcontractors (primarily the managers/operators of its workforce centers and child care services) and an evaluation of financial position. Monitoring services should satisfy WFSCB's obligations under its contract with the Texas Workforce Commission and the U.S. Department of Labor to ensure compliance and fiscal integrity. The total contract term may be up to four years consisting of an initial period and three one-year renewals.

**The RFQ will be available on Monday, March 3, 2025 at 2:00 pm Central Time** and can be accessed on our website at: <https://www.workforcesolutionscb.org/about-us/procurement-opportunities/> or by contacting Nelda Rios [Nelda.Rios@workforcesolutionscb.org](mailto:Nelda.Rios@workforcesolutionscb.org) or 361.885.3020.

Interested parties are encouraged to attend a **Pre-Proposal meeting** at WFSCB's Administrative Offices located at 400 Mann Street, Suite 800, Corpus Christi, Texas 78401, Main Conference Room on **Monday, March 10, 2025 at 10:00 am Central Time**. The purpose of the meeting is to review the RFQ requirements and answer any questions related to the RFQ. While this meeting is not mandatory, attendance is strongly recommended. Parties unable to attend in person may participate virtually from a computer, tablet, or smart phone via Zoom:

### **Join Zoom Meeting**

<https://us02web.zoom.us/j/88669723566?pwd=ZqgaE40Yid0AmUCH1coWS38ZGHbJCb.1>

**US Toll-Free Call In:** 888 475 4499

**Meeting ID:** 886 6972 3566

**Passcode:** 731528

**Proposals are due by Monday, March 31, 2025 at 4:00 pm Central Time** and may be submitted via email to [Nelda.Rios@workforcesolutionscb.org](mailto:Nelda.Rios@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.