

WORKFORCE SOLUTIONS BRAZOS VALLEY BOARD
Notice of Release of Request for Proposal
For
Electronic Document Management System

On May 2, 2013 the Workforce Solutions Brazos Valley Board (WSBVB) will release a Request for Proposal (RFP) for an Electronic Document Management System. The proposal requirements are contained in the Request for Proposal which may be obtained at www.bvjobs.org. The Board is seeking one contractor to design and implement a "paperless" electronic document management system for workforce programs for the Workforce Solutions Brazos Valley Board. The system must support a document-heavy series of programs and paper file systems for workforce development program staff. The RFP may be viewed and printed from the Internet on www.bvjobs.org.

Intent to Bid

Potential offerors are asked to communicate their name, mailing address, and e-mail address to the authorized contact person by May 9, 2013. This communication will inform the Agency of the offeror's interest in the Request for Proposal, ensure that all interested offerors are included on the bidder's list, are provided with the bid conference call contact information, and receive the Question & Answer document and any necessary updates to the RFP. This communication may be e-mailed or sent hard copy to the authorized contact person: Richard Rogers, richard@swtexas.net, mailing address: P.O. Box 1296, Utopia, Texas 78884.

Bid Conference Call

A bidders' conference call will be held on May 10, 2013 at 10:00AM. Potential bidders who have submitted an intent to bid notice will be provided with the call in information on May 9th by email.

Due Date

An original and four copies of a written proposal are due to the Board's offices no later than 4PM CST on May 30, 2013. No proposals will be accepted after this deadline. Proposals may be sent to:

Richard Rogers, Board Consultant
c/o
Workforce Solutions Brazos Valley Board
P.O. Drawer 4128
Bryan, TX 77805

ATTN: Response to Electronic Document Management System RFP

Or hand delivered to:

Richard Rogers, Board Consultant
c/o
Workforce Solutions Brazos Valley Board
3991 East 29th Street
Bryan, Texas 77802

ATTN: Response to Electronic Document Management System RFP

Workforce Solutions Brazos Valley is an equal opportunity employer & provides equal opportunity employment programs and services. Auxiliary aids are available upon request to disabled individuals. Texas Relay (800) 735-2989 TDD (800) 735-2988 voice