

REQUEST FOR PROPOSAL FOR PROGRAM COMPLIANCE MONITORING SERVICES
For

Workforce Solutions Brazos Valley Board
Brazos, Burleson, Grimes, Leon, Madison, Robertson, and Washington Counties

Issued by
Workforce Solutions Brazos Valley Board

P.O. Drawer 4128
Bryan, Texas 77805
(979) 595-2800
<http://www.bvjobs.org/>

Procurement Schedule

Issuance of RFP	July 22, 2026
Bidder's Teleconference via Zoom	July 30, 2026 10:00 AM CST
Deadline for Written Questions	August 6, 2026 5:00 pm CST
Board Posts Response to Written Questions on Website	August 7, 2026 5:00 PM CST
Response Deadline	August 19, 2026 4:00 PM CST
Tentative Award Announcement	On or about September 1, 2026
Contract Start Date	October 1, 2026

Workforce Solutions Brazos Valley is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. For the hearing, impaired 1-800-735-2988 English (Voice) /1-800-662-4954 Spanish (Voice) / 1-800-735- 2989 or 7-1-1 (TDD) Relay Texas: (800) 735-2989 (TTY) or 711 (Voice).

Background

The Workforce Solutions Brazos Valley Board (WSBVB) is a volunteer body instituted in accordance with the Texas Workforce Act (HB 1863 and SB 642 of the 74th Legislature). The primary responsibility of the WSBVB is to provide policy and program guidance, to plan regionally for Workforce programs, and to exercise independent oversight of local workforce activities in partnership with local government. WSBVB is responsible for the effective and efficient delivery of services and ensuring program outcomes are consistent with the needs, goals, objectives and performance standards of the region and the state. The Brazos Valley Council of Governments (BVCOG) is the administrative and fiscal agent for the WSBVB. The WSBVB has an Integrated Plan on file with Texas Workforce Commission (TWC) which describes the operational and planning goals for the region. This Integrated Plan is carried out through Operating Policies and Procedures implemented in accordance with the goals.

The Workforce Solutions Brazos Valley Board (WSBVB) is a partnership between regional representatives of private industry, community-based organizations, education, public interest groups, organized labor, and human service agencies that are committed to the planning, policymaking and evaluation of all workforce related programs in the Brazos Valley region. Representatives of the private sector constitute a majority of the Board membership. Twenty five members from Brazos, Burleson, Grimes, Leon, Madison, Robertson and Washington counties are selected by the region's seven county judges (chief elected officials) to serve on the board.

Purpose of the Procurement

The purpose of this procurement is to solicit a qualified contractor with program knowledge of Texas Workforce Commission programs, per Texas Workforce Commission guidelines. The monitoring services shall include, but not be limited to, workforce program compliance review and the review of support services, which follow the rules and guidelines of Texas Workforce Commission's and WSBVB's policies and procedures. **Program monitoring shall occur monthly, at a minimum, for workforce programs. Other programs shall require quarterly monitoring or monitoring as needed.** Some programs occur during specific times of the year and their monitoring shall occur at the end of the specific program. The contract obtained through this procurement shall be a cost reimbursement contract. The actual contract amount for monitoring is dependent on monitoring services needed throughout the year.

Monitoring Services

The successful Contractor selected shall provide monitoring services for the following programs:

- Workforce Innovation and Opportunity Act (WIOA) programs for Adult, Youth, and Dislocated Workers (monthly)
- Trade Adjustment Assistance (TAA) (quarterly)
- Employment Services (ES) (monthly)
- Choices/TANF (Temporary Assistance to Needy Families) (monthly)
- Supplemental Nutrition Assistance Program (SNAP) (monthly)
- Non-custodial Parent (NCP) (quarterly)
- Adult Education and Literacy (AEL) **(or monitoring services on an as needed basis)**
- Child Care Services (quarterly)
- Other Grants and Contracts as awarded to WSBVB (as needed)

Proposers responding to this solicitation must have extensive knowledge and experience regarding the monitoring elements listed below:

1. Compliance evaluation;
2. Workforce Programs participant eligibility requirements and verification of those requirements;
3. Participant assessment and referral;
4. Case management, career services, and support services.

Program Monitoring Services shall include, but not be limited to, the following elements. The Board may require special reviews dependent upon results of the monitoring or other information.

1. Coordinate monitoring plans and activities with the Board Program Manager and/or designated staff.
2. Utilize a programmatic risk assessment tool to identify high risk areas to determine the scope of the monitoring.
3. Utilize monitoring tools based on TWC monitoring requirements and Board policies.
4. Develop a timeline for monitoring and reports submission.
5. Conduct entrance and exit conferences with Board staff.
6. Develop recommendations for resolving compliance issues.
7. Prepare and submit draft, final and follow-up monitoring reports for each program monitored with all identified deficiencies (findings/observations) and required corrective actions, where applicable. Results of monitoring review shall be presented to WSBVB Program Manager or designee within 30 days of monitoring.
8. Maintain all reports, responses, and supporting documentation for seven years of monitoring performed and/or submit all monitoring records to the WSBVB for retention.

Monitoring Report Specifications shall consist of, but not be limited to, the following elements. Draft reports shall be forwarded to the Board within ten days of the exit conference. Final reports shall be issued after the WSBVB Program Manager or their designee approves the draft report. Upon acceptance of final report by the WSBVB Program Manager or their designee, all related work papers shall be delivered to the Board.

1. Scope of review of the engagement.
2. Sampling methodology. Sampling shall be based upon risk assessment and Board policy requirements, in addition to requests from Board Program Manager.
3. Description of the documentation and systems reviewed.
4. Findings, systemic issues, and/or observations for each program reviewed including identified strengths and weaknesses of the Board workforce center subcontractor.
5. Identification of weaknesses and reason(s) improvement is needed for each program reviewed.
6. Recommendations for corrective actions plans of identified weaknesses and development.

Contract Period

The anticipated initial contract period is **October 1, 2026 through September 30, 2031**. The Board has the option to renew this contract for five (5) additional contract periods contingent upon successful contract completion and the availability of funds. **Funding for this contract is subject to the availability of federal and state funds received by the Board.** The WSBVB reserves the right to amend the monitoring schedule, as needed.

Procurement Timeline

RFP Release Date	July 22, 2026
Bidders Conference Call	July 30, 2026, 10:00 AM CST via Zoom
Deadline for Questions	August 6, 2026, 5:00 PM CST
Answers to Questions Posted to Website	August 7, 2026, 5:00 PM
Deadline for Proposal Submittal	August 19, 2026 at 4:00 PM CST
Proposal Review/Evaluation	August 20-25, 2026
Contract Negotiations	September 1, 2026
Contract Start Date	October 1, 2026

Bidders Conference and Question Answer Period

The purpose of the RFP is to solicit proposals for a qualified contractor with program knowledge of Texas Workforce Commission programs, per Texas Workforce Commission guidelines for their workforce center. The program monitoring Request for Proposal (RFP) will be available for download on the Workforce Solutions Brazos Valley website at www.bvjobs.org beginning July 22, 2026 under the **Board** tab. Interested parties can go to the Board tab on this page and select Request for Proposals. The link for the proposal is listed at [Request for Proposals for Program Compliance Monitoring Services](#). The primary consideration in selecting a vendor will be their ability to provide these services as specified in the RFP.

Interested vendors can also email Barbara Clemmons at bclemmons@bvcog.org to request a copy of the proposal.

The deadline for proposals will be 4:00 P.M. CST on August 19, 2026.

Bidders will have the opportunity to ask questions during the **Zoom** bidder's conference call, which is scheduled for **July 30, 2026, 10:00 AM CST**. Attendance on the bidder's conference **Zoom** call is not mandatory. All answers to questions from the bidder's **Zoom** conference call and any other questions received from interested parties will be posted at www.bvjobs.org by close of business on August 7, 2026.

Deadline for Questions: The Bidder's Conference Call will be held on Thursday, July 30, 2026 at 10:00 AM CST via Zoom. Below is the Zoom link:

<https://us02web.zoom.us/j/88929378330?pwd=GDMb656RhTD73SynM6ItbhfrZtLH7.1>

If Bidders cannot attend the bidder's conference call on July 30, 2026, they can submit their questions in writing concerning this RFP to Barbara Clemmons at bclemmons@bvcog.org no later than August 6, 2026, 5:00 PM CST. Answers to all questions received will be posted to www.bvjobs.org no later than Friday, August 7, 2026, 5:00 pm CST under the [Request For Proposals For Program Compliance Monitoring Services](#) tab.

Proposal Scoring

Proposers must achieve an overall score of at least 70 points to be considered for the award of the contract. The review and evaluation of proposals shall be based upon the following criteria:

1. Proposed Monitoring Approach:	25points
Educational and training credentials and experience of monitoring workforce program areas listed in the Request for Proposal.	
Respondent has previously monitored Workforce Development Services programs and is knowledgeable about subcontractor requirements of workforce programs.	10 points
Respondent has previous monitoring experience about workforce program guidelines concerning participant assessment and referral.	10 points
Respondent developed a risk assessment tool for monitoring programs.	5 points

2. Information Regarding the Program Monitoring Process.	35 points
Respondent's monitoring experience of Workforce Development Services.	10 points
Respondent's programs and knowledge of subcontractor requirements of workforce programs.	15 points
Respondent's previous experience about workforce program guidelines concerning participant assessment and referral.	10 points
3. Budget/Reasonableness of Cost.	30 points
Respondent's reasonableness of cost.	10 points
Respondent's clarity in identification and explanation of costs.	10 points
Respondent's overall competitiveness of costs compared to other proposals.	10 points
4. Historically Underutilized Business (HUB) status.	5 points
HUBs must attach a copy of the notice of certification to be eligible for points awarded under this section.	
Total Points 105	

Proposal Narrative Instructions

1. Describe your knowledge of the Workforce system as designed in Texas.
2. Describe your knowledge of risk analysis, remote and onsite review, statistical sampling and other monitoring techniques and strategies.
3. List your experience in the delivery of compliance/program monitoring services as listed in this RFP, especially for workforce boards and workforce programs: Child Care Services, WIOA, ANF/Choices, SNAP and Alternative Funding.
4. Describe any disciplinary actions taken against your company or staff by a professional organization and the status of any adverse actions.
5. Describe the hourly rate proposed for all services and your invoicing procedure.

Submission of Proposals

An original plus four (4) copies of each written proposal for each option proposed plus all required attachments are due to the Board's offices no later than January 31, 2026, 2:00 PM CST. Faxed or emailed proposals are not acceptable. Proposals received after the indicated due date and time **regardless of delivery method** shall not be accepted or considered for award. The bidder is responsible for ensuring that the copies contain all of the required elements of the proposals. Incomplete copies shall result in the bidder being deemed non-responsive to the RFP. No additional material may be submitted after the due date and time. Any proprietary information should be clearly marked as confidential. Note: This does not preclude information from being released as a part of any Open Records request.

Format

All RFP responses must be typed on 8½" by 11" paper in no less than a 12-point font and reproduced or printed on one side only. One original plus four complete copies of the RFP must be submitted. Only use paper clips or binder clips, no staples or binders. Colored displays and promotional materials are discouraged. Emphasis must be placed on addressing all the requirements of this RFP in a clear and concise matter.

- All RFP responses must be received by **4:00 PM CST August 19, 2026** at the Center for Regional Services, 3991 East 29th Street, Bryan, Texas 77802. RFP responses received after this date and time will be considered non-responsive and will not be reviewed. No faxed or emailed responses will be considered or reviewed.
- All responses to this RFP must be complete with all the required items or it will be deemed non-responsive and not reviewed.

- All documents requiring a signature must be signed and included with the other proposal documents.
- All questions pertaining to the Request for Proposal must be sent electronically to Barbara Clemmons at bcclemmons@bvcog.org no later than **August 6, 2026, 5:00 PM CST**.
- RFP responses may be withdrawn at any time prior to the due date by notifying the Board's contact person in writing. A response may be modified prior to the due date by submitting an amended RFP response to the contact person before the due date and time.
- This Request for Proposal does not commit the Board to award a contract, to pay any cost incurred in the preparation of a response to this request, or to procure for services or supplies.
- The Board reserves the right to accept or reject any or all responses from this request and to negotiate with all qualified sources, if it is in the best interest of the Board to do so.

Order of Submission for each Proposal Option

1. Proposal Cover Sheet
2. Proposal Narrative
3. Attachments
 - Certification Regarding Debarment, Suspension And Other Responsibility Matters
 - Certification regarding Lobbying
 - Certification Regarding Drug Free Workplace
 - Conflict of Interest
 - Non-Discrimination Statement
 - Corporate Franchise Tax
 - Assurances and Certifications
 - Certificate of Historically Under-utilized Business (HUB), if applicable

Delivery of Proposals - Proposals shall be submitted to the Center for Regional Services by one of the following methods. Mailed proposals must arrive at the Center for Regional Services offices prior to the due date deadline time regardless of post marked date.

U.S. Postal Service	Overnight/Express Mail	Hand Deliver
Center for Regional Services P.O. Box 4128 Bryan, TX 77805	Center for Regional Services 3991 East 29 th Street Bryan, TX 77802 Hours – 8:00 AM to 5:00 PM	Center for Regional Services 3991 East 29 th Street Bryan, TX 77802 Hours – 8:00 AM to 5:00 PM

Proposals may be hand delivered or delivered by Courier Service to:

**Attention: Program Compliance Monitoring Services
c/o Barbara Clemmons
Board Program Specialist
Brazos Valley Council of Governments
3991 East 29th St.
Bryan, Texas 77802**

Proposals may be sent by regular USPS mail to:

**Attention: Program Compliance Monitoring Services
c/o Barbara Clemmons**

**Board Program Specialist
Brazos Valley Council of Governments
PO Drawer 4128
Bryan, Texas 77805**

Evaluation of Proposals/Recommendation to WSBVB

The proposal selection process will consist of a review by independent reviewers.

WSBVB reserves the right to conduct a review of records, systems, and procedures, including credit and criminal background checks, etc., of any proposer selected for the contract. This may occur prior to or subsequent to the award of a contract or agreement. Misrepresentation of the proposer's ability to perform as

WSBVB reserves the right to extend any contract resulting from this Request for Proposal. Such extension shall be based on vendor performance and funding availability and may be for any period up to 3 years beyond the initial fiscal year.

Debriefing and Appeal Process

STEP 1: Request for Debriefing - Proposers not selected by this procurement process may appeal the decision by submitting, within 10 days of the receipt of WSBVB notification of the procurement decision, a written Request for Debriefing to obtain information on the procurement process and how their proposal or offer was received and ranked. The WSBVB shall acknowledge receipt of the Request for Debriefing in writing within 10 days of receipt, along with the date and time of the scheduled Debriefing. The Debriefing shall be scheduled as soon as possible and no later than 10 days from the receipt of the Request for Debriefing. NOTE: A debriefing is offered as a courtesy to any bidder or proposer who is not selected for funding; the 10 day time frame must be adhered to only if a bidder or proposer is considering an appeal.

STEP 2: Debriefing - The purpose of the debriefing is to promote the exchange of information, explain the proposal evaluation system, and help unsuccessful proposers understand why they were not selected. Debriefings serve an important educational function for new proposers. Debriefings shall help them to improve the quality of future proposals. Additionally, staff hears direct feedback to help improve future procurements.

STEP 3: Written Notice of Appeal - If, after the debriefing, the appealing party wishes to continue with the appeals process, they must submit to the WSBVB a Notice of Appeal. This written notice must clearly state that it is an appeal and identify the decision being appealed; the name, address, phone and fax number of appealing party; and the grounds of the appeal. The Notice of Appeal must be received by the WSBVB Director within 15 days of receipt of the notice of the status of their proposal.

STEP 4: Formal Hearing - Upon receipt of the letter of protest, the WSBVB Chairperson or their designee shall contact the proposer to arrange for an appeals conference to be held within 21 days of the notice of protest. The Appeals Conference shall be held at a designated place and at a date and time to be mutually acceptable to both parties. An Appeals Committee shall conduct the Appeals Conference and shall consist of the Board Chairperson (or designee) who shall chair the committee, the Council Vice Chairpersons (or designees) and two staff persons appointed by the Board Chairperson. If, after a full review, a simple majority of the Committee votes to have the Board reconsider, the issue shall appear on the agenda at the next regularly scheduled Board meeting.

Proposal Cover Sheet

Name of Proposer:

Mailing address:

Physical address (if different):

Phone Number:

Email Address:

Proposal contact person:

Title:

Contract signatory authority:

Title:

Proposal Fund Amount Proposed: \$

Tax/Legal Status: ☐ Corporation ☐ Sole Ownership ☐ Private For Profit
☐ Partnership ☐ Other ☐ Public Non-Profit

Date Established:

State Controller Identification Number:
(If available)

Federal Taxpayer ID Number (FEIN):

Is proposer certified as a historically underutilized business? ☐ Yes ☐ No
If yes, attach copy of certification as Attachment R to your proposal

ATTACHMENT A
WORKFORCE SOLUTIONS OF THE BRAZOS VALLEY
PROGRAM COMPLIANCE MONITORING SERVICES REQUEST FOR PROPOSAL

CERTIFICATION OF BIDDER

I hereby certify that the information contained in this proposal and any attachments is true and correct and may be viewed as an accurate representation of proposed services to be provided by this organization. I certify that no employee, board member, or agent of the Workforce Solutions of the Brazos Valley has assisted in the preparation of this proposal. I acknowledge that I have read and understood the requirements and provisions of the RFP and that this organization will comply with the procurement standards applicable under this RFP, and any other applicable local, state, and federal regulations and policies. I also certify that I have read and understand the "Governing Provisions and Limitations" section presented in this RFP and will comply with the terms, thereof, and that the WSBVB is authorized to verify references and stated performance data. Furthermore, that:

I, _____ am the _____ of the corporation, partnership, association, public agency or other entity named as Bidder and Respondent herein and that I am legally authorized to sign this proposal and submit it to the Workforce Solutions of the Brazos Valley on behalf of said organization by authority of its governing body.

ATTEST

Respondent Signature

Printed/Typed Name

Printed/Typed Title

Date

Name of Business Submitting Proposal

ATTACHMENT B
CERTIFICATION REGARDING
DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS

This certification is required by the Federal Regulations Implementing Executive Order 12549, Debarment and Suspension, 45 CFR Part 93, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned certifies, to the best of his or her knowledge and belief, that both it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any federal department or agency;
2. Have not within a three-year period preceding this contract been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, State or local) transaction or contract under a public transaction, violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a government entity with commission of any of the offenses enumerated in Paragraph (2) of this certification; and,
4. Have not within a three-year period preceding this contract had one or more public transactions terminated for cause or default.

Where the prospective recipient of federal assistance funds is unable to certify to any of the statements in this certification, such prospective recipient shall attach an explanation to this certification form.

Name of Organization/Firm

Print Name and Title of Authorized Representative

Signature of Authorized Representative

Date of Signature

ATTACHMENT C
CERTIFICATION REGARDING LOBBYING

This certification is required by the Federal Regulations Implementing Section 1352 of the Program Fraud and Civil Remedies Act, Title 31 U.S. Code, for the Department of Agriculture (7 CFR Part 3018), Department of Labor (29 CFR Part 93), Department of Education (34 CFR Part 82), Department of Health and Human Services (45 CFR Part 93).

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No federal appropriated funds have been paid or shall be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of Congress, or an employee or a Member of Congress in connection with the awarding of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a federal contract, grant, loan, or cooperative agreement.
2. If any funds other than federal appropriated funds have been paid or shall be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal contract, grant, loan or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

Name of Organization/Firm

Print Name and Title of Authorized Representative

Signature of Authorized Representative

Date of Signature

ATTACHMENT D
CERTIFICATION REGARDING DRUG-FREE WORKPLACE

This certification is required by the Federal Regulations Implementing Sections 5151-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85, 668 and 682), Department of Health and Human Services (45 CFR Part 76).

The undersigned contractor certifies it shall provide a drug-free workplace by:

1. Publishing a policy statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee;
2. Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the contractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug abuse violations in the workplace;
3. Providing each employee with a copy of the contractor's policy statement;
4. Notifying the employees in the contractor's policy statement that as a condition of employment under this subcontract, employees shall abide by the terms of the policy statement and notifying the contractor in writing within five days after any conviction for a violation by the employee of a criminal drug abuse statute in the workplace;
5. Notifying the Board within ten (10) days of the contractor's receipt of a notice of a conviction of any employee; and,
6. Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or require such employee to participate in a drug abuse assistance or rehabilitation program.

Name of Organization/Firm

Print Name and Title of Authorized Representative

Signature of Authorized Representative

Date of Signature

ATTACHMENT E
CERTIFICATION REGARDING CONFLICT OF INTEREST

By signature of this proposal, Proposer covenants and affirms that:

1. No manager, employee or paid consultant of the proposer is a member of the Workforce Solutions Brazos Valley Board;
2. No manager or paid consultant of the proposer is a spouse to a member of the policy board, the chairman or a manager of the Workforce Solutions Brazos Valley Board;
3. No member of the policy board, the president or an employee of the Brazos Valley Workforce Development Board owns or controls more than 10 percent in the proposer;
4. No spouse of a member of the policy board, president or employee of the Workforce Solutions Brazos Valley Board is a manager or paid consultant of the proposer;
5. No member of the policy board, president or employee of the Workforce Solutions Brazos Valley Board receives compensation from proposer for lobbying activities as defined in federal laws or Chapter 305 of the Texas Government Code;
6. Proposer has disclosed within the proposal any interest, fact or circumstance which does or may present a potential conflict of interest;
7. Should proposer fail to abide by the forgoing covenants and affirmations regarding conflict of interest, proposer shall not be entitled to recovery of any costs or expenses incurred in relation to any contract with the Workforce Solutions Brazos Valley Board and shall immediately refund to the Workforce Solutions Brazos Valley Board any fees or expenses that may have been paid under the contract and shall further be liable for any costs incurred or damages sustained by the Workforce Solutions Brazos Valley Board relating to that contract.

Name of Organization/Firm

Print Name and Title of Authorized Representative

Signature of Authorized Representative

Date of Signature

ATTACHMENT F
CERTIFICATION REGARDING TEXAS CORPORATE FRANCHISE TAX

Pursuant to Article 2.45, Texas Business Corporation Act, state agencies may not contract with for-profit corporations that are delinquent in making state franchise tax payments. The following certification that the entity entering into this subcontract is current in its franchise taxes or is not subject to the payment of franchise taxes to the State of Texas must be signed by the individual authorized to sign the subcontract for the subcontracting entity.

The undersigned authorized representative of the entity subcontracting herein certifies that the following indicated statement is true and correct and that the undersigned understands that making a false statement is a material breach of subcontract and is grounds for subcontract cancellation.

Indicate the certification that applies to your subcontracting entity:

☐ The subcontracting entity is a for-profit corporation and certifies that it is not delinquent in its franchise tax payments to the State of Texas.

☐ The subcontracting entity is a non-profit corporation or is otherwise not subject to payment of franchise taxes to the State of Texas.

Name of Business: _____

Type of Business (if not corporation): ☐ Sole proprietor

☐ Partnership

☐ Other

IRS Tax Number: _____

Name of Authorized Representative: _____

Signature of Authorized Representative: _____

Date of Completion and Signature: _____

ATTACHMENT G ASSURANCES AND CERTIFICATIONS

Each organization and any branch, division or department or individual that submits a proposal in response to a Request for Proposal warrants, assures and certifies:

1. The information contained in this proposal is true and correct.
2. The costs described in the proposal budget accurately reflect the proposer's cost of providing services or goods.
3. No employee, member of a government board or board of directors, or any other individual associated with an organization or individual person offering a proposal under this Request for Proposals has offered or shall offer any gratuities, favors, or anything of monetary value to any member of the Workforce Solutions - Brazos Valley Board or any employee of the Board for the purpose of or having the effect of influencing the decisions of the with respect to the organization or individual's proposal or any other proposal.
4. No employee, member of a governing board or board of directors, or any other individual associated with an organization or individual person offering a proposal under this Request for Proposals has engaged or shall engage in any activity which may be construed in restricting or eliminating competition for funds available under this Request for Proposals.
5. The organization or individual possesses the legal authority to offer this proposal.
6. If the proposer is an organization, a resolution, motion, or similar action has been duly adopted or passed as an official act of the proposer's governing body authorizing the submission of this proposal.
7. No person shall be excluded from participation in, be denied the benefits of, be subjected to discrimination under, or be denied employment in the administration of or in connection with any program operated with funds from this Request for Proposals because of race, color, religion, sex, national origin, age, disability, sexual orientation, or political affiliation or belief.
8. The organization or individual business does not and shall not knowingly employ an undocumented worker as defined in Texas Government Code, §2264.001(4). If the Contractor knowingly employs an undocumented worker, they shall repay WSBVB/BVCOG the amount of the public subsidy with 15% interest no later than the 120th day after the business is notified of the violation.
9. If awarded this contract the organization or individual business shall comply with the Buy American Act concerning these funds.

Each organization or individual that submits a proposal also warrants and assures that they shall abide by the rules of the following laws, acts, codes, etc. and all applicable rules and regulations promulgated hereunder, as a condition to award of financial assistance from WSBV with respect to operation of WSBV funded programs or activities and all agreements or arrangements to carry out WSBV funded programs or activities:

- WIOA
- Title Vi of the Personal Responsibility and Work Opportunity Act of 1996
- PL 88-352 Civil Rights Act of 1964
- 42 USC12001 American with Disabilities Act of 1990
- PL 93-112 Rehabilitation Act of 1973
- 40 TAC § Texas Administrative Code, Article 40, Part I, Chapter 73 Subpart A
- Assurances required for the Child Care program, Chapter 809 Texas Workforce Commission Administrative Code
- Age Discrimination Act of 1975
- Title IX of the Education Amendments of 1972
- Texas Government Code §2264.051

By signing I acknowledge that I have read these assurances and certifications and that I am authorized to bind the organization I represent to these requirements should this proposal be accepted for funding by the Workforce Solutions Brazos Valley Board.

Signature

Proposing Organization

Typed Name and Title

Date