



701 E Whitestone Blvd, Suite 200  
Cedar Park, Texas 78613  
Phone: 512.244.7966  
Fax: 855.326.3055  
[www.workforcesolutionsrca.com](http://www.workforcesolutionsrca.com)

A proud partner of the  American Job Center® network

## **PRESOLICITATION NOTICE INDEPENDENT FINANCIAL AUDIT SERVICES**

The Rural Capital Area Workforce Development Board d.b.a. Workforce Solutions Rural Capital Area (WSRCA) intends to issue a Request For Qualifications (RFQ) for Independent Financial Audit Services. This Request for Proposal (RFP) will be issued and available on or around **September 1, 2023**, at the WSRCA website <https://workforcesolutionsrca.com/procurement>, and the Electronic State Business Daily (ESBD) website <http://www.txsmartbuy.com/esbd>.

### **Summary of Proposal to Be Requested**

The services solicited under this RFQ are procured under the TWC Financial Manual for Grants and Contracts (FMGC).

An award will be made to an organization possessing the qualifications and demonstrated ability to perform successfully under the terms and conditions of a contract. WSRCA will contract for one year beginning on or around October 1, 2023, with the option to renew annually for four additional years contingent upon the contractor's performance, compliance, and availability of funds.

### **Eligible Proposers**

1. Firms possessing the capacity and demonstrated ability to perform successfully under the terms and conditions of a contract with the Board may respond to this RFQ. Eligible providers include those who can demonstrate experience and expertise of similar scope as this RFQ. Minority, disadvantaged, veteran and/or women-owned businesses are encouraged to respond to this RFQ.
2. Proposers must have the necessary technical competence, skills and professional judgment to accomplish the work solicited in the RFQ. Proposers must be experienced in working with non-profit, governmental, and quasi-governmental organizations. Proposers must be licensed to practice accountancy in the State of Texas.
3. Proposers are responsible for familiarity with all applicable federal and state laws, regulations, and rules in the development of their response to this RFQ. The selected contractor will be required to assume full responsibility for all services included in the contract. The Contractor may not assign, transfer, or

*The Texas Workforce Commission in partnership with 28 local workforce development boards forms Texas Workforce Solutions*  
Workforce Solutions Rural Capital Area is an Equal Opportunity Employer/Program  
Auxiliary Aids and Services are available upon request to individuals with disabilities  
Relay TX: 711 or 1-800-735-2988 (Voice) or 1-800-735-2989 (TDD)

otherwise dispose of any portion of a contract in whole or in part, to any third party, without the prior written approval of the Board.

4. Entities that are presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal or state department or agency are not eligible to respond to this RFQ or receive a contract.

***Respondents to the RFQ must have the following qualifications:***

- a. Knowledge of the federal and state workforce programs, including but not limited to: Workforce Investment Opportunity Act (WIOA), Temporary Assistance for Needy Families (TANF), Child Care and Development Fund, Supplementary Nutrition Assistance Program (SNAP), Workforce and Education Readiness Continuum (WERC), Incumbent Worker Training (IWT), Vocational Rehabilitation (VR), Summer Earn and Learn (SEAL), and Wagner-Peyser Employment Services.
- b. Proficiency with of Generally Accepted Accounting Principles (GAAP) Standards; Title 2 U.S. Code of Federal Regulations Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (the Uniform Guidance); the State of Texas Single Audit Circular; and the requirements regarding audits set forth in the Texas Workforce Commission's Financial Manual for Grants and Contracts.
- c. Necessary technical competence, skills, and professional judgment to accomplish the work solicited in the RFQ. Proposers must be experienced in working with non - profit, governmental, and quasi-governmental organizations.
- d. Legally authorized to provide audit services in the State of Texas.

Workforce Solutions Rural Capital Area intends to make one award subject to approval and availability of funds, in the general technical objective areas listed below. Specific details on the technical topics will be requested in the RFP's Scope of Work to include focused topics.

**Applicable Authorities:**

1. All applicable federal statutes, regulations, policies, and guidance as presently in effect and as may become effective during this Award.
2. Office of Management and Budget's Uniform Guidance at 2 C.F.R. Part 200, Uniform Administrative Requirements, Cost Principles, and Audit Requirements and 2 C.F.R. Part 2900, Department of Labor (DOL) exceptions to 2 C.F.R. Part 200.
3. Social Security Act, 42 USC, §§603-619, as amended.

4. Personal Responsibility and Work Opportunity Reconciliation Act of 1996, 42 USC §601 et seq.
5. Balanced Budget Act of 1997, Public Law 105-33.

**Period of Performance:** Maximum of five (5) one-year periods based on the contractor's performance, compliance, and availability of funds.

**Background on WSRCA:**

WSRCA is a certified local workforce development board serving Bastrop, Blanco, Burnet, Caldwell, Hays, Fayette, Lee, Llano and Williamson Counties and is incorporated as a 501(C)(3) private, on-profit organization. It is the grant recipient and administrative entity for specified federal and state programs. WSRCA has responsibility for planning, administration, and oversight of employment, training and subsidized childcare programs. The Board also determines the types and areas of training provided; the delivery of training, employment, and related services; and the policy on procurement and selection of service providers.

The Board of Directors is composed of representatives of business and industry, organized labor, community-based organizations, economic development agencies, educational agencies, the state employment service, state department of human services, literacy, and vocational rehabilitation agencies. Representatives of the private sector constitute a majority of the Board membership.