



**WORKFORCE SOLUTIONS CAMERON**

**700 RUBEN TORRES BLVD, 3<sup>rd</sup> FL.**

**BROWNSVILLE, TEXAS 78520**

**REQUEST FOR APPLICATIONS**

**FOR**

**COVID-19 SHORT COURSE TRAINING SERVICES**

**RFA# 20-RFA-05-208**

**ISSUE DATE: May 24, 2020, at 10:00 A.M. (CST)**

**RESPONSE DEADLINE: June 8, 2020, 4:00 P.M. (CST)**

## **SECTION I – INTRODUCTION AND BACKGROUND**

### **INTRODUCTION**

The Workforce Solutions Cameron (“Board”) serves as the leadership and governing body for the Cameron County Workforce Development Board Area. The Board is a public/private partnership, with its Directors represent business, education, labor, economic development, community-based organizations, and public entities.

The Board was established in 1997, in accordance with the Federal Workforce Innovation and Opportunity Act (WIOA) of 2014 and the Texas Workforce and Economic Competitiveness Act (HB 1863 and SB632). The Board is organized as a non-profit corporation in the State of Texas, with tax-exempt status under IRS code 501(c)(3). It is part of the Texas Workforce Solutions Network – comprised of the Texas Workforce Commission and twenty-eight (28) local workforce boards.

The Board’s responsibilities include, but are not limited to:

- Strategic and operational planning;
- Design of the local workforce development delivery system, including the establishment of one-stop workforce centers;
- Oversight and evaluation of workforce development activities in the local area;
- Connecting and aligning the components of the regional workforce system;
- Leveraging and investing workforce development resources;
- Providing policy guidance;
- Advocacy for workforce issues and needs;
- Building partnerships in support of local workforce initiatives;
- Serving as the link between the workforce system and its owners (taxpayers); and
- Assess the effectiveness of the local workforce area.

The Board also serves as the designated grant recipient and administrative entity for workforce development program funds allocated to the Cameron County Workforce Development Board Area.

### **OUR MISSION**

*Workforce Solutions Cameron is the local workforce partnership organization devoted to promoting and supporting a workforce structure that provides employers and individuals of Cameron County the opportunity to achieve and sustain economic prosperity.*

### **OUR VISION**

*Workforce Solutions Cameron is the premier, proven provider of high-quality workforce resources for Cameron County.*

### **OUR CORE VALUES**

*Accountability, Innovation, Integrity, Transparency, Relevance, Excellence, Partnering.*

## **BOARD'S LONG-TERM GOALS**

- To ensure that workforce services are business-driven and meet the needs of the employers and job seekers.
- To increase the pool of qualified workers to meet existing and future occupational demands.
- To expand and enhance career and technology programs and dual credit opportunities for high school students.
- Maximize the utilization of resources by ensuring all workforce operations provide a positive return on our investments.

## **OUR CUSTOMERS**

Workforce Solutions Cameron believes in a demand-driven system, where employers are our primary customer. Meeting the needs of employers enables us to meet the needs of job seekers. We serve two (2) customers:

- ALL employers in the region, regardless of size or industry.
- ALL job seekers who live in the region, regardless of employment status, educational level, skills, abilities, or age.

## **SCOPE OF WORK**

Workforce Solutions Cameron is soliciting providers of short-term training services. The purpose of this RFA is to compile a list of approved vendors of allowable training services that are less than 6 months in length and target workforce program participants and COVID-19 impacted businesses. The list of approved vendors will be provided for use by workforce centers and the Board. Bidders may propose to offer one or more service offerings. Program participants and businesses that are in need of a short-term training services will be referred to approved vendors for appropriate services as needed. The workforce center staff will follow the participant's progress throughout the activity to ensure attainment of a locally issued certificate of completion or other credential.

## **ELIGIBLE PROVIDERS**

Eligible providers are public or private not-for-profit or private for-profit, faith-based, and community-based organizations, colleges, and universities, as well as other organizations. Entities that are subject to the Texas Proprietary School Laws or other State regulatory requirements must be in compliance with applicable laws to be eligible. Minority-owned, disadvantaged and woman-owned businesses are encouraged to respond.

Service providers must have at least one year of demonstrated performance in the provision of the types of training services requested to be delivered.

## **PROGRAM REQUIREMENTS**

Programs must not duplicate services which already exist within the Workforce Development Area that are free of charge to the general public. If programs and services are available to the general public, the cost to the public must not be less than the cost charged to workforce program participants. Training services may be aligned to the Board's Target Occupation List whenever possible. However, program offerings may include specialized training developed for disaster relief employment. Trainings can be on

an individual basis or a cohort basis. Training providers should provide a calendar of short-term trainings offerings. The training may be provided in English and/or Spanish.

Training programs presented under this RFA must contain the length of the short-term training program/course, name of program/course, program/course description, delivery method(s), and total training cost.

The duration of training must be no longer than 6 months to be considered for approval.

- Short-term training should cost no more than \$1,500.
- Training should directly enhance the employability of a participant or increase a business' ability to sustain operations.

## **SERVICE OFFERINGS**

- Align training services, whenever possible, to the Board's Target Occupation List.
- Program offerings may include specialized training to support disaster relief efforts.
- Duration of training must be less than 6 months.
- Training may be provided in person or through distance learning.
- Training program should have a continuous open enrollment.

### Short-term Prevocational:

Short-term prevocational services, including development of learning skills, communication skills, interviewing skills, punctuality, personal maintenance skills and professional conduct services to prepare individuals for unsubsidized employment or training.

Pre-vocational services may include services that:

- Prepare individuals for licensing or certification exams
- Enhances the employability of individuals who already possess occupations skills in demand but lack up-to-date skills or certifications/credentials required in most work places hiring for the occupation.

Examples of pre-vocational services include, but are not limited to: nursing license exam courses and computer skills training to enhance employability when individuals already possess a set of core occupational skills but do not have the technology skills required.

### Short-term training:

Training that directly enhances the employability of a participant. For participants who must have certifications to enter employment - training related assistance may also include payment of a short-term training or class which completes a gap in baseline knowledge for a given industry sector for example, Workplace Disinfectant Training, OSHA Safety training; Texas Food Handler training and Texas Alcoholic Beverage Commission (TABC) training. Training must align with the Board's Target Occupation List, demand list or specialized training that supports disaster relief efforts.

Please provide a proposal responding to this request which includes:

## **Response to Scope of Work Short-Term Training Programs:**

### **Short-term Training**

1. Describe how the short-term training will prepare individuals for employment or enhanced skills.
2. Describe how the short-term training program aligns with the Board's Target Occupation List, or supports specialized training for disaster relief.
3. Describe for each short-term training the length of the course.
4. Provide for each short-term training a calendar of scheduled start and end dates.
5. Describe how the short-term training program meets the requirements of a prevocational training or regular training.
6. Describe if the individuals will receive a diploma or document to show that someone has successfully completed.
7. Describe whether a Credential, Certificate of Completion, Certification or License will be earned.
8. Identify (as applicable) which third-party entities have the relevant authority to issue the Credential (e.g. educational institutions, industry association or government agency; Certificates, the independent education or training provider associated with the specific program; Certification, the independent third-party professional or industry based group or national organization, and; License, the government-regulated agency).

### **Cost**

What is the proposed cost for the short-term training? Ensure the cost is all inclusive. If necessary, provide breakdown of each cost item.

### **Demonstrated Performance**

1. Provide a description of your business/school/entity.
2. Provide the name of, and number of trainings you have provided for the past 2 years.
3. Provide 3 references of businesses or organizations you have provided training for.

Applications may be faxed, mailed, e-mailed, or submitted in person to the attention:

**Hazel Quintero, Procurement Coordinator**  
**Workforce Solutions Cameron**  
**700 Ruben Torres Blvd., 3<sup>rd</sup> fl.**  
**Brownsville, TX 78520**  
**(956) 548-6700 (956) 548-6716**  
[hazel.quintero@wfscameron.org](mailto:hazel.quintero@wfscameron.org)

### **SERVICE PERIOD**

Workforce Solutions Cameron expects to enter into a one (1) year contract/agreement for the above mentioned services with the option to renew for one (1) additional year based on need, performance and availability of funds. The service period will begin on June 10, 2020 and end on June 9, 2021.

### **HISTORICALLY UNDERUTILIZED BUSINESS (HUBs)**

HUBs are strongly encouraged to participant in this procurement. For additional HUB bonus points, the appropriate HUB certification documents must be submitted.

## QUESTION DEADLINE

To ensure a fair and objective evaluation, all questions related to this RFA must be submitted in writing through email to [hazel.quintero@wfscameron.org](mailto:hazel.quintero@wfscameron.org). The final deadline for written questions to be submitted is June 1, 2020 at 12:00 p.m. CST. The question and answer document will be posted to the Workforce Solutions website on June 3, 2020.

**Deadline for Submission:** All applications must be received by Monday, June 8, 2020 at 4:00 CST and delivered to 700 Ruben Torres Blvd., 3<sup>rd</sup> FL, Brownsville, TX 78520 in order to be considered. Applications may also be submitted by e-mail to [hazel.quintero@wfscameron.org](mailto:hazel.quintero@wfscameron.org) or by fax to (956) 548-6716.

## PAYMENT TERMS:

Workforce Solutions Cameron will issue a check payable to the vendor(s) within thirty (30) days of receipt and acceptance of invoice following the provision of services.

## SELECTION CRITERIA

Workforce Solutions will evaluate proposals and select vendor(s) on the basis of the following criteria:

## EVALUATION CRITERIA

Criteria	Points
Response to Scope of Work	40
Cost	30
Demonstrated Performance	30
HUB Bonus Points	5
Total	105

Should you have any questions, please contact Hazel Quintero, Procurement Coordinator, at [hazel.quintero@wfscameron.org](mailto:hazel.quintero@wfscameron.org).

The Board may use Board staff, independent evaluators or a combination of both to evaluate and rank applications.

Workforce Solutions Cameron reserves the right to accept or reject any or all applications received or to cancel or extend in part or its entirety, this Request for Applications, or make multiple or partial awards.

A response does not commit Workforce Solutions to award a purchase agreement or contract or to pay any costs incurred in the preparation of a response, nor to pay for any costs incurred prior to the execution of a formal purchase agreement or contract unless such costs are specifically authorized in writing by Workforce Solutions.

## PROPOSER APPEALS PROCESS

The Board is the responsible authority for handling complaints or protests regarding the procurement and proposal selection process. This includes, but is not limited to, disputes, claims, protests of selection or

non-selection for award, or other matters of a contractual or procurement nature. Matters concerning violation of laws shall be referred to such authority, as may have proper jurisdiction.

All proposers will be notified in writing of the final results of the procurement process within ten (10) working days of the decision of the Board. Proposers not selected by this procurement process may appeal the decision by submitting a written Notice of Appeal to the Board within ten (10) working days following the receipt of Board notification of the procurement decision. This written notice must clearly state that it is an appeal and identify (1) the funding decision being appealed; (2) the name, address, phone and fax number (if available) of the appealing party(ies); and (3) the specific grounds of the appeal. The Notice of Appeal must be sent by registered mail or hand delivered (a receipt will be issued) and addressed to:

**Chief Program Officer/EO Officer  
700 Ruben Torres Blvd., 3<sup>rd</sup> fl.  
Brownsville, TX 78520  
Dated Material Enclosed**

Facsimile or email shall not be accepted at any stage of the appeals process. Written acknowledgement of receipt of the Notice of Appeal will be provided to the appealing party within three (3) working days of receipt of the Notice of Appeal. Such acknowledgement will include specific instructions for completing the appeals process and the date, time and place of the next step, The Informal Hearing.

The filing of an appeal within the specified time frame and in the manner required is a non-waivable requirement. There is no relief accorded to appellants for not filing within the published deadlines or following instructions. The appeal must indicate the Board action appealed and the violation, which forms the basis for the appeal, and shall be signed by the appellant organization's authorized representative. Fax and e-mail transmittals will not be accepted. The filing of the appeal within ten business days is a condition precedent. There is no relief accorded appellants for not filing within the deadline. Hearings shall be conducted in accordance with Board procedures.

**Request for Debriefing:** A request for a debriefing may be submitted within fifteen (15) days of the receipt of notification of the procurement decision by any unsuccessful respondent not filing an appeal. The purpose of the debriefing is to promote the exchange of information, explain the procurement process, including proposal 10 evaluation process, and help unsuccessful respondents understand why they were not selected. Debriefings serve an important educational function for proposers, which hopefully will help them to improve the quality of any future proposals.

The debriefing shall be scheduled as soon as possible but no later than thirty (30) days from the receipt of the Request for Debriefing.

## **DISCLAIMER**

The Board is under no legal requirements to execute a contract and/or agreement based on any applications received.

No employee, member of a Board of Directors or other governing body, or representative of a proposer who submits a quote under this Request may have any contact outside of the formal review process with any employee of the Workforce Solutions Cameron Local Workforce Development Board or any member of the Workforce Solutions Cameron Local Workforce Development, for purposes of discussing or lobbying on behalf of the proposer's quote. This contact includes written correspondence, telephone

calls, personal meetings, or other kinds of personal contact. The Board will reject quotes of those proposers who violate this condition.

The Board reserves the right to accept or reject any or all quotes received; to cancel this Request in part, or in its entirety; or to reissue the Request.

The Board reserves the right to waive any defect in this procurement process or to make changes to this solicitation as deemed necessary.

The Board is the responsible authority for handling complaints or protest regarding the quote selection process. No protest will be accepted by the State Grantor Agency (Texas Workforce Commission) until all administrative remedies at the grantee (Board) level have been exhausted. This include, but is not limited to, disputes, claims, protests of awards, source evaluations or other matters of contractual nature. Matters concerning violation of law shall be referred to such authority as may have proper jurisdiction.

The Board reserves the right to request additional information and/or negotiate issues prior to selection.

Questions concerning this request should be directed to Hazel Quintero by calling (956) 548-6700 or emailing [hazel.quintero@wfscameron.org](mailto:hazel.quintero@wfscameron.org).

## **REQUIRED ASSURANCES**

1. Procurement documents will outline required compliance with assurance provisions stated in 29 CFR 38.25 through 38.27; 38.53 and WIOA Section 188. The assurances include, at minimum, Section 188 of the Workforce Innovation and Opportunity Act (WIOA), Title VI of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, as amended, The Age Discrimination Act of 1975, as amended, Title IX of the Education Amendments of 1972, as amended.
2. Pursuant to 15 U.S.C. 2225a, the proposer, if awarded, must ensure that all spaces for conferences, meetings, conventions, or training seminars funded in whole or in part with federal funds complies with the protection and control guidelines of the Hotel and Motel Fires Safety Act (P.L. 101-391, as amended). Recipients may search the Hotel Motel National Master List at <http://www.usfa.dhs.gov/applications/hotel/> to see if a property is in compliance, or to find other information about the act.
3. The Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4001 et seq. provides that no Federal financial assistance to acquire, modernize, or construct property may be provided in identified flood prone communities in the United States, unless the community participates in the National Flood Insurance Program and flood insurance is purchased within 1 year of the identification. The flood insurance purchase requirement applies to both public and private applicants for DOL support. List of flood-prone areas that are eligible for flood insurance are published in the Federal Register by FEMA.
4. No funds may be obligated or expended for the procurement of goods mined, produced, manufactured, or harvested or services rendered, in whole or in part, by forced or indentured child labor in industries and host countries identified by the DOL prior to December 18, 2015. DOL has identified these goods and services here: <http://www.dol.gov/ilab/reports/childlabor/list-of-products/index-country.htm>.



**ATTACHMENTS**

Attachment A - Application Short-Term Training Services

Attachment B - Certification Regarding Debarment

Attachment C - Certification Franchise Tax

Attachment D - Certification Regarding Conflict of Interest

Attachment E - Certification Equal Opportunity and Non-Discrimination

Attachment F - Certification of Legal and Signatory Authority

## Attachment B

### **CERTIFICATONS REGARDING LOBBYING, DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS, AND DRUG-FREE WORKPLACE REQUIREMENTS**

**LOBBYING:** This certification is required by the Federal Regulations, implementing Section 1352 of the Program Fraud and Civil Remedies Acts, Title 31 U.S. Code, for the Department of Agriculture (7 CFR part 3018), Department of Labor (20 CFR Part 93), Department of Education (34 CFR Part 82), Department of Health and Human Services (45 CFR Part 93).

The undersigned contractor states that:

No federal appropriated funds have been paid or will 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 any employee of 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 any federal contract, grant, loan or cooperative agreement.

If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, and 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.

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.

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**DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS:** This certification is required by the Federal Regulations implementing Executive Order 12549, 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), and Department of Health and Human Services (45 CFR Part 76).

The undersigned contractor certifies that it or its principals:

Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency

Have not within a three-year period preceding this proposal been convicted 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;

Are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 2 of this certification; and

Have not within a three-year period preceding this contract had one or more public transactions (federal, state, or local) 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 participant shall attach an explanation to this proposal.

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**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) and Department of Health and Human Services (45 CFR Part 76).

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

Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the work place and specifying the actions that will be taken against employees for violation of such prohibition.

Establishing an on-going drug-free awareness program to inform employees of the dangers of drugs in the workplace, the Contractor's policy of maintaining a drug-free workplace, the availability of drug counseling, rehabilitation, and employee assistance programs; and the penalties that may be imposed on employees for drug abuse violations occurring in the workplace.

Providing each employee with a copy of the Contractor's policy statement.

Notifying the employees in the Contractor's policy statement that, as a condition of employment under the grant, employees will abide by the terms of the policy statement and notifying the Contractor in writing within five (5) days after any conviction for a violation by the employee of a criminal drug statute in the workplace.

Notifying the grantor agency, Workforce Solutions Cameron in writing, within ten (10) calendar days of the Contractor's receipt of a notice of conviction of an employee.

Taking appropriate personnel action against an employee convicted of violating a criminal drug statute or requires such employee to participate in a drug abuse assistance or rehabilitation program.

These certifications are a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction.

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Name of Individual or Organization submitting application:

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Name and Title of Authorized Signatory:

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Signature of Authorized Representative:

## Attachment C

### 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 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 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 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 tax to the State of Texas.

\_\_\_\_\_  
Name of Individual or Organization submitting application:

\_\_\_\_\_  
Name and Title of Authorized Signatory:

\_\_\_\_\_  
Signature of Authorized Representative:

\_\_\_\_\_  
Date

## **Attachment D**

### **CERTIFICATE REGARDING CONFLICT OF INTEREST**

By signature of this Certificate, Applicant covenants and affirms that:

1. No manager, employee or paid consultant of the Applicant is a member of the Policy Board, the Executive Director, or an employee of Workforce Solutions Cameron (WFSC);
2. No manager or paid consultant of the Applicant is married to a member of the Policy Board, the Executive Director, or an employee of WFSC;
3. No member of the Policy Board, the Executive Director or an employee of WFSC owns or controls more than a 10 percent share in the Applicant's organization;
4. No spouse of a member of the Policy Board, Executive Director, or employee of WFSC receives compensation from Applicant for lobbying activities as defined in Chapter 305 of the Texas Government Code;
5. Applicant has disclosed within the proposal response any interest, fact or circumstance which does or may present a potential conflict of interest;
6. Should Applicant fail to abide by the foregoing covenants and affirmations regarding conflict of interest, Applicant shall not be entitled to the recovery of any costs or expenses incurred in relations to any contract with WFSC and shall immediately refund to WFSC any fees or expenses that may have been paid under the contact and shall further be liable for any others costs incurred or damages sustained by WFSC relating to that contract.

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Name of Individual or Organization submitting application:

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Name and Title of Authorized Signatory:

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Signature of Authorized Representative:

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Date

## Attachment E

### EQUAL OPPORTUNITY AND NONDISCRIMINATION

The (\_\_\_\_\_) promotes employment opportunity through a progressive program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. Additionally, discrimination is prohibited against any beneficiary of programs funded under the Workforce Innovation Opportunity Act, on the basis of the beneficiary's citizenship/status as a lawfully admitted immigrant authorized to work in the United States, or his/her participation in any Workforce Innovation Opportunity Act financially assisted program or activity. (\_\_\_\_\_) conforms to all applicable federal and state laws, rules, guidelines, regulations, and provides equal employment opportunity in all employment and employee relations.

#### EEO Laws, Rules, Guidelines, Regulations

\_\_\_\_\_ (*typed or printed name*) provides equal opportunities consistent with applicable federal and state laws, rules, guidelines, regulations, and executive orders (29 CFR 38.25). Such regulations include:

- Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination under any program or activity receiving federal financial assistance.
- Title VII of the Civil Rights Act of 1964, as amended, and its implementing regulations at 29 CFR Part 38 which prohibit discrimination based on race, color, religion, sex, or national origin in any term, condition or privilege of employment.
- Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals because of disability.
- Age Discrimination in Employment Act of 1967, as amended, which prohibits discrimination against individuals 40 years of age and older.
- Americans with Disabilities Act of 1990, which prohibits discrimination against qualified individuals with disabilities.
- Age Discrimination Act of 1975, as amended, which prohibits discrimination based on age in programs receiving federal financial assistance.
- Texas Commission on Human Rights Act, as amended, which prohibits discrimination in employment based on race, color, handicap, religion, sex, national origin, or age (40-70).
- Equal Pay Act of 1963, as amended, which requires equal pay for men and women performing equal work.
- Pregnancy Discrimination Act of 1978, which prohibits discrimination against pregnant women.
- Title IX of the Education Amendments Act of 1972 which prohibits discrimination on the basis of sex under any education program or activity receiving Federal financial assistance

- Section 188 of the Workforce Innovation and Opportunity Act (WIOA), which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex (including pregnancy, childbirth, and related medical condition, transgender status, and gender identity), national origin (including limited English proficiency), age, disability, or political affiliation or belief or against beneficiaries on the basis of either citizenship status or participation in any WIOA Title I-financially assisted program or activity.

\_\_\_\_\_ (*typed or printed name*) is committed to promoting equal employment opportunity through a progressive program designed to provide equal opportunity without regard to race, color, sex, religion, national origin, age, disability, or political affiliation or belief. \_\_\_\_\_

\_\_\_\_\_ (*typed or printed name*) takes positive steps to eliminate any systematic discrimination from personnel practices. \_\_\_\_\_ (*typed or printed name*) recruits, hires, trains, and promotes into all job levels the most qualified persons without regard to race, color, religion, sex, national origin, age, or disability status.

Staff at all levels is responsible for active program support and personal leadership in establishing, maintaining, and carrying out an effective equal employment opportunity program.

\_\_\_\_\_  
Name of Individual or Organization submitting application:

\_\_\_\_\_  
Name and Title of Authorized Signatory:

\_\_\_\_\_  
Signature of Authorized Representative:

\_\_\_\_\_  
Date

## **Attachment F**

### **CERTIFICATION OF LEGAL AND SIGNATORY AUTHORITY**

I, \_\_\_\_\_ (typed or printed name) certify that I am the \_\_\_\_\_  
\_\_\_\_\_ (typed or printed title) of the eligible entity named as bidder  
and respondent herein, and I am legally authorized to sign and submit this proposal to Workforce  
Solutions Cameron (WFSC) on behalf of said organization by authority of its governing body.

I certify that \_\_\_\_\_ (typed or printed name) who signed the  
coversheet of this proposal has the legal authority to enter into and execute a contract with WFSC to  
provide the services and activities authorized and detailed in this proposal. I agree to submit upon request  
by WFSC such information and documentation as may be necessary to verify the certification contained  
herein.

I further certify that the information contained in this proposal and all attachments is true and correct. I  
certify that no officer, employee, board member, or authorized agent of WFSC has assisted in the  
preparation of this proposal. I acknowledge that I have read and understand the requirement and  
provisions of this RFQ and that this organization will comply with all applicable federal, state, and local  
laws, rules, regulations, policies and directives in the implementation of this proposal. I certify that I have  
read and understand the governing provisions, limitations and administrative requirements of this RFQ  
and will comply with all terms and conditions.

\_\_\_\_\_  
Name of Individual or Organization submitting application:

\_\_\_\_\_  
Name and Title of Authorized Signatory:

\_\_\_\_\_  
Signature of Authorized Representative:

\_\_\_\_\_  
Date