**WORKFORCE SOLUTIONS CAPITAL AREA WORKFORCE BOARD**

**REQUEST FOR QUALIFICATIONS FOR DATA ANALYST**

1. QUESTION: You have the Estimated Contract Start Date as Oct 15, 2024 and the Proposer Question Deadline being October 16, 2024 but the Response Deadline is October 25, 2024. Could you please clarify if this is accurate?
   1. *WFS Response: This is an error and should have been updated. An erratum will be posted to fix this error. Based on the procurement, the contract start date will likely be 11/1/24.*
2. QUESTION: Within Section I subpart E. "SCOPE OF WORK Consultative services" you detailed the type of work that the consultant will be doing. Do you require qualification and a certain amount of years of experience you would be looking for?
   1. *WFS Response: We don’t have a specific number of years, but are looking for the type of analysis, particularly of the workforce system and programs that has been completed. Examples are preferred.*
3. QUESTION: In Section IV subpart D Proposal narrative, it does not explicitly say but are you also looking for resumes to go along with that as well?
   1. *WFS Response: A resume can be provided if there is additional detail that supports the work/experience narrative provided.*
4. QUESTION: You have the EXHIBIT(s) listed below, are these the Frameworks that Workforce Solutions Capital Area follow and are you expecting the consultant to be familiar working with these Frameworks?
   1. *WFS Response: WFS expects the selected party to follow the security controls listed in exhibits, completed required security training and acknowledgements.  WFS will most likely provide a virtual desktop, and all work products must be only stored and processed* ***only*** *on WFS owned equipment.*
5. QUESTION: [Company Name] is incorporated in [another state] and as of now, we do not have license to do business in Texas but we intended to register post award. Are we eligible to bid for this?
   1. *WFS Response: Proposer can bid but we won’t award if it is unclear if they can do business in Texas. Proposer needs to be able to business in Texas.*
6. QUESTION: Is the Data Analyst role remote or onsite position?
   1. *WFS Response: Remote.*
7. QUESTION: Please share Data Analyst Mandatory Qualifications including the years of experience.
   1. *WFS Response: Please see previous Question #2 on this document, as well as Part D. Proposal Narrative on page 8 of the RFQ document.*

This is the end of the RFQ Q&A Response Document.