



## **MEMORANDUM**

**TO:** Interested Parties

**FROM:** Esther Velazquez, Contracts and Procurement Specialist

**DATE:** January 23, 2023

**SUBJECT:** Request for Applications for Professional Development Trainers  
To Provide Training to Child Care Providers (RFA No. 23-02)

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Workforce Solutions Coastal Bend (WFSCB) is soliciting applications from qualified firms or individuals to provide specialized professional development training to the Coastal Bend region's child care providers on an as needed basis. Training topics will include early childhood education and business management. Applications will be accepted through Friday, August 11, 2023 at 4:00 p.m.

**The RFA will be available on Monday, January 23, 2023 at 2:00 pm Central Time** and can be accessed on our website at: [www.workforcesolutionscb.org](http://www.workforcesolutionscb.org) or by contacting Esther Velazquez at 361.885.3013 or [esther.velazquez@workforcesolutionscb.org](mailto:esther.velazquez@workforcesolutionscb.org).

Applications may be submitted via email to [esther.velazquez@workforcesolutionscb.org](mailto:esther.velazquez@workforcesolutionscb.org) or may be hand delivered or mailed to: Workforce Solutions Coastal Bend, 400 Mann Street, Suite 800, Corpus Christi, Texas 78401.

Workforce Solutions Coastal Bend is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request to individuals with disabilities. Relay Texas: 1.800.735.2989 (TDD) and 1.800.735.2988 or 711 (Voice). Historically Underutilized Businesses (HUBs) are encouraged to apply.