



MEMORANDUM

TO: Interested Parties

FROM: Imelda Trevino, Contracts and Procurement Manager

DATE: October 23, 2026

SUBJECT: Request for Statement of Qualifications for
Financial Audit Services (RFQ No. 26-03)

Workforce Solutions Coastal Bend (WFSCB) is requesting qualifications from experienced and professional certified public accounting firms or individuals to provide financial and compliance auditing services. The initial contract will be awarded for a period not to exceed twelve (12) months ending on September 30, 2027. The contract may be renewed for three (3) additional one-year periods beyond the original acceptance award for a total not to exceed four (4) years. An annual audit is required at the end of each fiscal year and for the 2025-2026 fiscal year (October 1, 2025 through September 30, 2026) the audit work will need to be completed by May 31, 2027.

The RFQ will be available on Friday, October 23, 2026 at 2:00 pm Central Time and can be accessed on our website at: www.workforcesolutionscb.org or by contacting Imelda Trevino at 361.885.3059 or imelda.trevino@workforcesolutionscb.org

Interested parties are encouraged to attend a pre-proposal meeting at WFSCB's Administrative Offices located at 400 Mann Street, Suite 800, Corpus Christi, Texas 78401, Main Conference Room on **Monday, November 2, 2026, at 10:00 am Central Time**. The purpose of the meeting is to review the RFQ requirements and answer any questions related to the RFQ. While this meeting is not mandatory, attendance is strongly recommended. Parties unable to attend in person may participate virtually from a computer, tablet, or smart phone via Zoom:

Join Zoom Meeting

<https://us02web.zoom.us/j/81310114914?pwd=7a43NzKaMtjlcw4DkLAIP7nTD3zs3A.1>

US Toll-Free Call In: 888 475 4499

Meeting ID: 813 1011 4914

Passcode: 029401

Proposals are due on November 11, 2026, at 4:00 pm Central Time. Responses should be submitted via email to imelda.trevino@workforcesolutionscb.org or may be hand delivered or mailed to: Workforce Solutions of the Coastal Bend, 400 Mann Street, Suite 800, Corpus Christi, Texas 78401.

Workforce Solutions of the 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.

This document contains vital information about requirements, rights, determinations, and/or responsibilities for accessing workforce system services. Language services, including the interpretation/translation of this document, are available free of charge upon request.

Este documento contiene información importante sobre los requisitos, los derechos, las determinaciones y las responsabilidades del acceso a los servicios del sistema de la fuerza laboral. Hay disponibles servicios de idioma, incluida la interpretación y la traducción de documentos, sin ningún costo y a solicitud.

Tài liệu này có thông tin quan trọng về các yêu cầu, quyền hạn, quyết định, và/hoặc trách nhiệm để sử dụng các dịch vụ của hệ thống nhân lực. Các dịch vụ trợ giúp ngôn ngữ, bao gồm thông dịch/chuyển ngữ tài liệu này, có sẵn miễn phí khi quý vị yêu cầu.