



NORTH CENTRAL TEXAS COUNCIL OF GOVERNMENTS REQUEST FOR STATEMENT OF QUALIFICATIONS INDEPENDENT EVALUATORS

The North Central Texas Council of Governments (NCTCOG), serving as the Administrative Entity and Grant Recipient for the North Central Texas Workforce Development Board, is seeking qualified individuals to serve as independent evaluators to review proposals received for the Management and Operation of Workforce Solutions for North Central Texas Child Care Services.

The Request for Proposal (RFP) #2022-034 requires proposers to demonstrate that they have an integrated approach to performance management and organizational performance. In addition to accomplishing the programmatic objectives and responsibilities, the proposer must apply a systems perspective for managing its organization and its key processes to achieve positive results and expected outcomes. **In this regard, selected evaluators will need to exhibit an understanding of the Child Care Services system as it relates to organizational and program performance.**

Evaluators will be paid \$700 per proposal evaluated. This compensation is inclusive of labor hours, the evaluation team session(s) and/or conference call(s), materials and shipping/delivery, if applicable.

QUALIFICATIONS AND SUBMITTAL DEADLINE: Qualified evaluators must meet the following minimum requirements:

- 1) Have a working knowledge and understanding of the Texas Workforce System, preferably managing and/or administering the Child Care Services Program within the past two (2) years;
- 2) Prior experience evaluating request for proposals;
- 3) Availability to independently evaluate proposals **Saturday, June 4, 2022 – Wednesday, June 15, 2022;** and
- 4) Availability to participate in **evaluation team session(s) June 16-17, 2022**, if necessary. **These team sessions will be held virtually via Teams or Zoom.** Actual meeting time will be dependent upon variance of the evaluator responses. Meeting invites and other information will be provided to selected evaluators at a later date.

Upon review of all qualifications, NCTCOG will notify successful evaluators and submit an agreement (contract) for execution. **Selected evaluators must complete and submit a signed Conflict of Interest statement and W-9 prior to beginning the proposal evaluation process.**

NCTCOG will furnish an electronic copy of the RFP 2022-034, responsive proposals, scoring documents and evaluator instructions. All previously stated materials will be delivered electronically to evaluators by **Saturday, June 4, 2022. Completed scoring documents must be submitted to NCTCOG via email to mford@dfwjobs.com by no later than 5pm, Wednesday, June 15, 2022. All evaluation scores and comments must be completed electronically utilizing the scoring document provided.**

Interested parties should submit their qualifications, including this RFSQ, a cover letter and resume detailing related experience via email as indicated below:

QUALIFICATIONS MUST BE EMAILED TO MFORD@DFWJOBS.COM
NO LATER THAN MONDAY, MAY 16, 2022 @ 3:00 P.M.

**Please note that it is the responsibility of the sender to verify receipt of submitted information. Workforce Solutions for North Central Texas is an Equal Opportunity Employer/Program. Auxiliary aids and services are available upon request for individuals with disabilities. For the hearing impaired, call TDD 1-800-735-2989 or VOICE 1-800-735-2988. For more information, visit www.dfwjobs.com.*