Kansas Association of Workforce Boards (KAWB)

for the

Local Workforce Development Boards (LWDB) for Kansas Local Workforce Development Areas I, II, IV, & V

REQUEST FOR PROPOSALS

A-133 AUDIT SERVICES FOR KAWB OR ONE OR MORE LWDB's

Available- May 8, 2024

Closes- June 7, 2024, 12:00 p.m. Central Time

VERSION 1

For Information Contact:

Chad Pettera VP-COO Workforce Alliance of South Central Kansas, Inc. 300 W Douglas, Suite 850 Wichita KS 67202 316-771-6602 <u>CPettera@workforce-ks.com</u>

READ THIS REQUEST CAREFULLY

Failure to abide by all of the conditions and requirements of this RFP may result in the rejection of a bid.

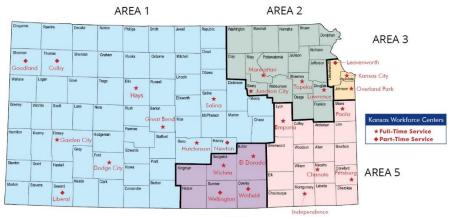
Table of Contents

Introductio	on	3
1.1.	Purpose	3
1.2.	Funding Sources	3
1.3.	WIOA Funding Overview	
2. Proposa	I Instructions	4
2.1.	Request for Application	4
2.2.	Submission of Proposals	5
2.3.	Key Dates	5
2.4.	Pre-proposal Conference	5
2.5.	Proposal Components	5
3. General	Provisions	6
3.1.	Inquiries	6
3.2.	Negotiated Procurement	7
3.3.	Appearance Before Committee	7
3.4.	Final Offer	7
3.5.	Revisions	7
3.6.	Acceptance or Rejection	7
3.7.	Agreement	7
3.8.	Contract Formation	7
3.9.	Open Records Act (K.S.A. 45-205 et seq.)	7
3.10.	Federal, State and Local Taxes-Governmental Entity	7
3.11.	Debarment of Contractors	7
3.12.	Insurance	7
3.13.	Assurances	8
4. Proposa	l Evaluation	8
4.1.	Criteria for Evaluating Proposals	8
4.2.	General	8
4.3.	Technical Response	8
4.4.	Response Format and Completeness	8
4.5.	Financial Ability	8
4.6.	Experience and Qualifications	8
5. Contract	tor Requirements	8
5.1.	Contract Period	9
5.2.	Contract Statement of Work	9
5.3.	Record Keeping Requirements	9
6. Required	d Contractual Provisions	9
6.1.	Acceptance of Proposal Content	9
6.2.	Termination	9
6.3.	Assignment	10
6.4.	Subcontracting	10
6.5.	Independent Contractor	10
6.6.	Contract Modification	10
6.7.	Indemnification	11
6.8.	Terms and Conditions	11
6.9.	Changes/Modifications to RFP	11
Attachmer	It A- Signature Sheet	12
Attachmer	t B – Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion	13
Attachmer	t C- Evaluation Criteria-	14
	t D – Schedule of Budget by Program for FY24 by LWDB:	
	nt E – Kansas Workforce One FY23 Audit	
	nt F – Heartland Works FY23 Audit	
Attachmer	t G – Workforce Alliance of South Central Kansas FY23 Audit	22
Attachmer	nt H – Southeast KansasWorks FY23 Audit	23

Introduction

1.1. Purpose

The Kansas Association of Workforce Boards (KAWB) is a member organization consisting of Not for Profit 501(c) 3 organizations that serve as the Local Workforce Development Board's (LWDB) as designated by the Governor of Kansas as established by the Workforce Innovation and Opportunity Act. The LWDB provides Workforce Development Services across Kansas and the five local designated areas. The State of Kansas has divided Kansas into five (5) Local Areas for Workforce Innovation and Opportunity Act operations. For this RFP Kansas Local Area 3 is not participating in this request.



AREA	Λ
AREA	4

Area I	Area II				
Kansas Workforce ONE	Heartland Works				
631 E Crawford, Suite 206	PO Box 4977				
Salina, Kansas 67401	Topeka, KS 66604				
785-493-8018	785-234-0500				
www.ksworkforceone.org	www.heartlandworks.org				
Deb Scheibler, Executive Director	Gina Coffman, Executive Director				
Kendra McAlister, Program Manager	Theresa Figge, Senior Finance Director				
Kendra@kansasworkforceone.org	fiscal@heartlandworks.org				
Area IV	Area V				
Workforce Alliance of South Central Kansas	Southeast KANSASWORKS				
300 W Douglas, Suite 850	215 W 6 th Ave, Suite 104				
Wichita, KS 67202	Emporia, KS 66801				
316-771-6600	620-208-6341				
www.workforce-ks.com	www.sekworks.org				
Keith Lawing, President and CEO	Leanne Kehres, Executive Director				
Chad Pettera, Chief Operating Officer	leanne@sekworks.org				
chad@workforce-ks.com					
Area III is not Participating in this RFP					

1.2. Funding Sources

The foundational funding source for the five LWDB's is the Workforce Innovation and Opportunity Act (WIOA) enacted July 22, 2014. The purpose of the WIOA is to provide workforce development activities, through

statewide and local workforce development systems. These systems are in place to increase the employment, retention, and earnings of participants, as well as increase the attainment of occupational skills by participants resulting in a qualified workforce, which reduces dependency and enhances the productivity and competitiveness of the nation.

There are three primary WIOA programs under Title 1 that the LWDB's directly oversee: Adult, Youth, and Dislocated Worker. Funds are distributed by formula to LWDB's by the Kansas Department of Commerce (KDC). A maximum of 10% of each WIOA program fund may be used for local administration. KDC also makes available Set Aside funds and other grant allocations to Local Areas for specific purposes and projects. Each LWDB also operates other grant programs and programs funded through foundations or other public and private entities. A breakdown of the funding by area by program for fiscal year 2024 is included in Attachment D.

1.3. WIOA Funding Overview

WIOA funds are allocated and made available to Local Areas annually. The program year for WIOA programs generally is July 1-June 30. Funds are available for expenditure by the Local Areas for a period of two years. Funds unexpended within the two-year period are subject to recapture by KDC. Funds for the Adult and Dislocated Worker Programs are allocated according to a July 1 to June 30 "Program Year", and a "Fiscal Year" funding allocation for the period October 1-June 30. Youth Program funds are made available in a single allocation available April 1 to June 30.

Based on the two-year availability of funding, each WIOA program may have open budgets during three program years. For local financial reporting purposes, the "program year" and "fiscal year" allocations may be combined into a single program year budget. These budgets may be managed and tracked separately.

2. Proposal Instructions

2.1. Request for Application

KAWB is soliciting proposals from qualified entities to provide auditing services for the LWDB's. The LWDB's may contract each separately or as one entity under the KAWB (excluding Local Area III). The purpose of this Request for Proposal (RFP) is to solicit proposals and provide the general guidelines and procedures for submitting such a proposal. The RFP Package can be obtained by visiting:

Kansas WorkforceOne <u>www.ksworkforceone.org</u> 785-493-8018 Heartland Works <u>www.heartlandworks.org</u> 785-234-0500 Workforce Alliance of SC Kansas <u>www.workforce-ks.com</u> 316-771-6600 Southeast Kansasworks <u>www.sekworks.org</u> 620-208-6341

2.2. Submission of Proposals

An electronic copy (written in Microsoft Word or PDF) forwarded by email or Dropbox link (or other internet transferal service) must be received by the individual(s) identified in the contact table in section 1.1 no later than 12:00 p.m. Central Standard time June 7, 2024. Proposals received after the stated time will not be considered.

Proposals can be emailed to a local area using the email address in the contact information in section 1.1 with the subject line "Audit RFP Submission".

The cost of developing and submitting the proposal is entirely the responsibility of the proposer. This includes costs to determine the nature of engagement, preparation of the proposal, submitting the proposal, negotiating for the Contract and other costs associated with this Request for Proposal. All responses will become the property of KAWB and will be a matter of public record subsequent to the award of the Contract or rejection of the bid.

2.3. Key Dates

May 8, 2024	RFP Available for Distribution
May 17, 2024, 5:00 p.m.	Pre-Proposal Questions Due
May 22, 2024, 10:00 a.m.	Pre-Proposal Conference
June 7, 2024, 12:00 p.m.	Deadline for Proposals to be received

2.4. Pre-proposal Conference

A pre-proposal conference will be held at 10:00 AM Central Standard Time on May 22, 2024, using Zoom. Interested proposers must send an email to <u>Admin@workforce-ks.com</u> to RSVP no later than 12:00 PM on May 21, 2024, to receive instructions on how to join the zoom conference.

Attendance is not required at the pre-proposal conference but is encouraged.

ALL QUESTIONS REQUESTING CLARIFICATION OF THE REQUEST TO BE ADDRESSED AT THE PRE-PROPOSAL CONFERENCE MUST BE SUBMITTED IN WRITING (E-MAIL), TO Admin@workforce-ks.com PRIOR TO 12:00 P.M. CENTRAL STANDARD TIME ON MAY 17, 2024.

Impromptu questions will be permitted, and spontaneous unofficial answers provided, however proposers should clearly understand that the only official answer or position of KAWB would be in writing.

Failure to notify KAWB of any conflicts or ambiguities in the Request may result in items being resolved in the best interest of the KAWB. Any modification to this Request as a result of the pre-proposal conference, as well as written answers to written questions, shall be made in writing and posted at www.sekworks.org. Only written communications are binding.

2.5. Proposal Components

Proposals should be prepared simply and economically, providing a straightforward, concise description of the proposers' capacity to satisfy the requirements of the RFP package. Emphasis should be on completeness of the

proposal and clarity of content. Repetition of the terms and conditions of the RFP package, without additional explanation, will not be considered responsive.

No paperwork or form is provided for the proposal. Instead, proposers are asked to prepare proposals in a format that best conveys the details of the offering.

As a general guideline in preparing the narrative, proposers should be careful to thoroughly identify themselves, both individually and/or corporately. At minimum, all proposers shall provide the following identifying information in the narrative portion of their proposals:

- Proposers Identification Name, address, phone number, and authorized signature of proposer.
- Corporate identification If applicable, proposer's corporate or other business information, date established, structure (trust, partnership, corporation, non-profit, etc.), and federal tax identification number, and Dun and Bradstreet Number.
- All proposers shall include the following with their bid submissions:
 - Table of Contents with page numbers
 - Signature Sheet (provided as Attachment A)
 - Response
 - Project Cost Proposal
 - Proposers Financial Ability, Experience and Qualifications
 - date established;
 - ownership (public, partnership, subsidiary, etc.);
 - number of personnel, full and part-time, assigned to this project by function and job title;
 - location of the project within the proposer's organization;
 - relationship of the project and other lines of business
 - most current audit/peer review

Proposers can submit a bid including all local areas under KAWB or they can bid on one or multiple local areas. Proposers should clearly identify the area or areas they are submitting proposals for.

Beyond these general guidelines, proposers are invited to submit additional information in the narrative section that they may consider important in fully explaining their proposal and the advantages for its selection. Any information submitted must be clearly understood.

The narrative response, cost proposal, and proposers' financial ability, experience, and qualifications shall not exceed 20 pages. The narrative section should be typed with double line spacing using a font size of 11 or larger. This section should be published on 8 ½ X 11 plain paper stock printed on one side only.

3. General Provisions

3.1. **Inquiries**: All inquiries, written or verbal, shall be directed to the individuals in section 1.1.

Communication is prohibited between the proposers, its employees, representatives, or agents, and any KAWB member employee, representative, or agent, other than as stated above, regarding this Request except with designated participants in attendance **ONLY DURING**:

- Negotiations
- Contract Signing

• As otherwise specified in this Request

Violations of this provision by the proposer or KAWB member personnel may result in the rejection of the proposal.

- 3.2. Negotiated Procurement: Final evaluation and award is made by the LWDB.
- 3.3. **Appearance Before Committee**: Any, all, or no proposers may be required to appear before a committee or board to explain their understanding and approach to the project and/or respond to questions from the KAWB concerning the proposal; or, the KAWB may award to the proposer with the lowest price without conducting negotiations. The KAWB reserves the right to request information from proposers as needed. If information is requested, the KAWB is not required to request the information of all proposers.
- 3.4. **Final Offer**: Proposers selected to participate in negotiations may be given an opportunity to submit a best and final offer to the KAWB. Prior to a specified cut-off time for best and final offers, proposers may submit revisions to their proposals.
- 3.5. **Revisions**: No additional revisions shall be made after the specified cut-off time unless requested by the KAWB
- 3.6. Acceptance or Rejection: The KAWB reserves the right to accept or reject any or all proposals or part of a proposal; to waive any informalities or technicalities; clarify any ambiguities in proposals; modify any criteria in this Request; and unless otherwise specified, to accept any item in a proposal.
- 3.7. **Agreement**: The successful proposer will be required to enter into a formal contract that is acceptable to the LWDB's. Special Provisions within the agreement allow for the addition of attachments, amendments, and special conditions that may be negotiated by the successful proposer and KAWB. The proposer's response to this RFP shall be included as a legal part of the agreement. In the absence of any language to the contrary, this RFP will be the determining document in questions of compliance with the specifications for this project.
- 3.8. **Contract Formation**: No contract shall be considered to have been entered into by KAWB or and LWDB's until all statutorily required signatures and certifications have been rendered; and a written contract has been signed by the successful proposer and the LWDB's.
- 3.9. **Open Records Act (K.S.A. 45-205 et seq.)**: All proposals become the property of KAWB. Information contained in proposals will become open for public review once a contract is signed or all proposals are rejected. Any information deemed proprietary by the proposer should be labeled as such. The final determination of proprietary will be the responsibility of the KAWB. Price/Cost information is not considered proprietary.
- 3.10. **Federal, State and Local Taxes-Governmental Entity**: Unless otherwise specified, the proposal price shall include all applicable federal, state and local taxes. The successful proposer shall pay all taxes lawfully imposed on it with respect to any product or service delivered in accordance with this Request.
- 3.11. **Debarment of Contractors**: Any proposer who defaults on delivery as defined in this Request may be barred after reasonable notice to the person involved and reasonable opportunity for that person to be heard.
- 3.12. **Insurance**: KAWB or the LWDB's shall not be required to purchase any insurance against loss or damage to any personal property nor shall they establish a "self-insurance" fund to protect against any loss or

damage. Subject to the provisions of the Kansas Tort Claims Act, the proposer shall bear the risk of any loss or damage to any personal property.

- 3.13. **Assurances**: Contractor will comply with assurances under the Workforce Innovation and Opportunity Act and pursuant to this proposal will be subject to the laws, policies and procedures, including but not limited to the list below:
 - WIOA Public Law 113-128, July 22, 2014
 - 20 CFR Parts 602-688 et al (Regulations)
 - 20 CFR 200 uniform fiscal and administrative requirements, the audit requirements and the applicable allowable costs/cost principles
 - 20 CFR 97.36(I)
 - other such laws, regulations, policies, procedures and/or guidance as may be promulgated

Submission of the RFP Package with all required signatures signifies the proposer understands and agrees with all the assurances listed above.

4. Proposal Evaluation

- 4.1. **Criteria for Evaluating Proposals**: KAWB and the LWDB's shall make the award in the best interest of the organizations.
- 4.2. **General**: The proposer should develop a proposal through a process that considers the mission and vision of the organizations. All proposals submitted in response to the RFP will be evaluated by KAWB and the LWDB's using the following criteria and factors (listed in no particular order of importance):
- 4.3. **Technical Response**: The extent to which the proposer effectively demonstrates an understanding of the needs of the agency as described in this RFP and offers appropriate solutions to meet those needs. The quality of the technical response is measured by the extent to which the specifications are adequately addressed within the proposer's proposal, and the extent to which the proposer may suggest recommendations for improvements.
- 4.4. **Response Format and Completeness**: Adequacy and completeness of the proposal is required and carries an important weighting in the evaluation of all proposals. The proposal is to be complete, clear, and understandable. Pages are to be consecutively numbered.
- 4.5. **Financial Ability**: The proposer demonstrated financial ability to implement, manage and maintain the proposed offering.
- 4.6. **Experience and Qualifications**: The proposers general experience and qualifications, and KAWB assessment of proposer's ability to perform the work in a timely and professional manner. The experience and professionalism of security services is also a consideration.

5. Contractor Requirements

To be qualified as a proposer applying for the auditing services the entity must meet the following requirements:

- Be an established entity in good standing with the Kansas Secretary of State with a proven record of experience providing auditing services or similar types of services;
- Have experience auditing Not For Profits
- Has sufficient staff with experience that would be assigned to this award
- Performed A-133 Audits as prescribed by the Comptroller General of the United States

- Ability to meet the independent standards of the GAO, Standards for Audit of Governmental Organizations, Programs, Activities, and Functions published by the U.S. General Accounting Office
- Have experience auditing state pass through funding agreements
- Has completed a Peer Review and attached the report
- Has Professional Liability Insurance

5.1. Contract Period

The contract period for the services will be from July 1, 2024 to June 30, 2027, three annual audits auditing the previous year's programs and financials. The contract may be eligible for two one-year extensions; any extensions must be agreed upon in writing by all parties.

5.2. Contract Statement of Work

- 5.2.1. Conduct Annual A-133 Audits of each LWDB- Examine each LWDB's financial reports in accordance with generally accepted auditing standards and ensure compliance with federal awards
- 5.2.2. Schedules will be determined by each LWDB, but in general field work should be completed between September and November with final reports issued between December and January
- 5.2.3. Issue audited financial statements at the end of each fiscal year
- 5.2.4. File the final A-133 Audit in cooperation with LWDB electronically with the Federal Government
- 5.2.5. Provide any work papers to the LWDB if requested

5.3. Record Keeping Requirements

- **5.3.1. Record Retention-** The Contractor is required to maintain all records for a period of three years. If, prior to the expiration of the three-year retention period, any litigation of audit is begun or claim instituted involving the grant or agreement covered by the records, the Contractor will retain the records three years after the litigation, audit finding, or claim has been resolved. The contractor will provide all work papers upon request to the LWDB.
- **5.3.2.** Access to Records- The Contractor will ensure the Secretary of Labor, the Controller of the United States, the Inspector General, representatives of the State of Kansas, auditors contracted by the State of Kansas, or their duly authorized representatives have access to any pertinent Contractor books, documents, papers, electronic files, and/or records during normal business hours. Applicable federal, state, and local law will determine public access to records.

6. Required Contractual Provisions

6.1. Acceptance of Proposal Content

The proposer's proposal, this RFP package, and any addenda will become part of the awarded Contract.

6.2. Termination

The Contract will be subject to termination for non-compliance with WIOA and other applicable laws, non-performance/default, convenience or lack of funding.

6.3. Assignment

The proposer shall not assign this Contract or any part thereof, without the written consent of KAWB or any LWDB. In no case shall such consent relieve the proposer from the obligation under or change the terms of this Contract. The transfer or assignment of any part of this Contract to include contract funds, either in whole or part, and interest therein, which shall be due or become due the proposer, without the written consent of a LWDB or KAWB, shall not obligate a LWDB for any associated expenditures.

6.4. Subcontracting

In the event that the proposer elects to subcontract any of the services relative to the Contract, the proposer will notify the LWDB and KAWB. The LWDB must approve any subcontract prior to the subcontractor providing any services. All subcontractors will be required to comply with all laws, regulations and State policies pertaining to the administration of this contract.

6.5. Independent Contractor

The proposer is an independent contractor and not an employee of any of the LWDB's. Neither the proposer nor any agent or employee of the proposer shall be considered an employee of a LWDB for any purpose whatsoever. The proposer agrees that it has, or will secure at its own expense, all personnel required to perform all the services required under this Contract. The proposer agrees that proposer will be responsible for all taxes, social security payments, unemployment compensation and all other obligations of an employer.

6.6. Contract Modification

The KAWB and any LWDB reserves the right to make changes to the Contract, provided the changes are within the scope of work described in the Contractor Work Plan/Statement of Work. KAWB or any LWDB agrees to make any such change in the Contract only through a written modification, and to provide a copy of the modification to the Contractor. All modifications initiated by the Contractor will be bilateral. The contractor will provide the LWDB with a letter clearly stating the reason(s) for the proposed modification and the effect on the Work Plan or Budget.

6.6.1. Reasons for Modification- Contract Modification will be necessary if any of the following occurs:

- There is a change in the scope of the project funded under the contract;
- There is a material change in the Work Plan/Statement of Work.
- There is a change in the implementation of governing federal and/or state rules and regulations affecting the Contract.
- 6.6.2. **Modification Due to Change in Legislation or Regulation-** Any alterations, additions, or deletions to the terms of the Contract which are required due to changes in federal or state laws, regulations or directives are automatically incorporated in the Contract unilaterally without written modifications and will go into effect on the date designated by the law, regulation, or directive. In the event the Contractor is unable to comply with any required contract modification, the LWDB shall be notified by the Contractor within 30 days, at which time the LWDB may declare this Contract canceled and proceed under the Contract cancellation provisions. Further, in the event the Contractor is unable to meet the contract contract and proceed by the Contractor may request modification of the Contract. The Contract may also be modified upon agreement of all parties to this Contract.
- **6.6.3.** Disagreement Regarding a Modification- In the event that either party does not accept a Contract modification request, the party of the disagreement will respond to the other party in writing

delineating the issues of the disagreement within fifteen (15) days of receipt of the request to modify the Contract.

6.7. Indemnification

The Contractor agrees to a pay all debts for labor and/or materials contracted by it, if any, for and on account of the services to be performed hereunder. The Contractor will assume the defense of, and hold the LWDB's and its officers, agents, and employees harmless from all suits and claims against any of them arising from any act or omission of the Contractor, or anyone directly employed by them or anyone from whose acts any of them may be liable. The indemnification obligation of the Contractor will not be limited in any way under The Worker's Compensation Acts, disability benefits acts or other employee benefits acts.

6.8. Terms and Conditions

The Contractor understands and agrees to comply with all requirements stated in this RFP package. If there is a difference between what is stated in the proposer's proposal and what is included in the RFP package, the RFP package will take precedent over the proposer's proposal.

- The Contract will be made contingent upon the availability of funding.
- The Contractor agrees to obtain prior written approval of any LWDB for major service changes.
- The LWDB's reserves the right to accept or reject any or all applications received, or to negotiate with qualified proposers.

6.9. Changes/Modifications to RFP

In the event it becomes necessary to revise any part of this RFP package, the revisions will be posted on the websites listed in section 2.1. IT IS THE PROPOSER'S RESPONSIBILITY TO CHECK FOR UPDATES/CHANGES. The Contractor agrees to conduct activities subject to, and will conduct business under, the Contract in accordance with any and all federal, state or local regulations, rules, policies, directives, issuances and ordinances, in effect or promulgated during the term of the Contract.

Attachment A- Signature Sheet (Available for Download from www.sekworks.org)

SIGNATURE SHEET

Item: Audit Services

Agency: KAWB

Closing Date: June 7, 2024, 12:00 p.m. Central Time.

We submit a proposal to furnish requirements during the contract period in accordance with the specifications. I hereby certify that I (we) do not have any real or substantial conflict of interest sufficient to influence the bidding process on this bid. A conflict of substantial interest, or the appearance thereof, is defined as any circumstance which would lead a reasonable person to believe a compromise of an open competitive bid process has occurred.

Addenda: The undersigned acknowledges receipt of the following addenda:

Legal Name of Person, Firm or Corporation: Click here to enter text.

Toll Free Telephone: Click here to enter text. Local: Click here to enter text. Fax: Click here to enter text.

Mailing Address: Click here to enter text.

City: Click here to enter text.	State: Choose an item.	Zip Code: Click here to enter text.
FEIN Number: Click here to enter text.	DUNS/Unique Identifier: Click here	to enter text. E-Mail: Click here to enter text.
Signature: Click here to enter text.		Date: Click here to enter a date.
Typed Name of Signature: Click here to ent	ter text.	Title: Click here to enter text.

.....

If awarded a contract and the primary contact will be other than above, indicate name, mailing address and telephone number below.

Name: Click here to enter text.

Address: Click here to enter text.

City: Click here to enter text.	State: Choose an item.	Zip Code: Click here to enter text.
Toll Free Telephone: Click here to enter text.	Local: Click here to enter te	xt. Fax: Click here to enter text.

E-Mail: Click here to enter text.

Website: Click here to enter text.

Attachment B – Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion

CERTIFICATION REGARDING

DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION

By signature hereon, Proposer certifies that neither the Vendor nor its Principals are suspended, debarred, proposed for debarment, declared ineligible or voluntarily excluded from the award of contracts from United States ("U.S.") federal government procurement or nonprocurement programs, or are listed in the List of Parties Excluded from Federal Procurement or Nonprocurement Programs issued by the U.S. General Service Administration. "Principals" means officers, directors, owners, partners, and persons having primary management or supervisory responsibilities within a business entity (e.g. general manager, plant manager, head of a subsidiary, division or business segment, and similar positions). Vendor shall provide immediate written notification to the KAWB association member if, at any time prior to award, Vendor learns that this certification is a material representation of fact upon which reliance will be placed when making an award. If it is later determined that Vendor knowingly rendered an erroneous certification, in addition to the other remedies available to the KAWB association member, the KAWB association member may terminate the contract resulting from the solicitation for default.

Signature

Date

Printed Name

Attachment C- Evaluation Criteria- Each proposal will be rated and scored against the following point system:

Mandatory Items-

Mandatory Items	Yes	No
Does the proposer have a permit to engage in the practice of public		
accounting in the State of Kansas?		
Does the proposer meet the independent requirements of applicable auditing		
standards?		
Has the proposer had an external Peer Review conducted by an independent		
third party in the last three years?		
Auditor has met the continuing professional education requirements of		
Government Auditing Standards issued by the Comptroller General of the		
United States?		

Priority Items- (Each no response = reduction of 5 points)

	Yes	No
Has the proposer been disciplined by the Kansas State Board of Accountancy		
(or federal oversight agency) for substandard work in the last three years?		
Has the firm received an unqualified peer review report in the last three		
years?		

Auditing Experience-

Nonprofit Audits Conducted by the firm in the past 5 years: (1-10 Points)

Considerations:

Prior nonprofit experience Prior experience with similar entities Prior Experience with this entity

Staff/Personnel-

Number of Nonprofit Audits completed in the past year.

- 1-3 4 points
- 4-6 6 points
- 7-10 8 points
- 11+ 10 points

Other Considerations (10 Points)

Years of Experience

Experience with similar entities

Number of nonprofit audits

Number of staff assigned to this project

Technical Proposal-

	Yes (5 Points)	No
Does the proposal demonstrate the firm understands the requirements of the RFP?		
Does the proposal demonstrate the firm can meet the deadlines established?		

Contract Price-

	Points
Lowest Total Price	12
Total Price up to 120% of lowest price	10
Total Price between 121% and 140% of lowest price	8
Total price between 141% and 160% of lowest price	6
Total Price greater than 161%	4

Attachment D – Schedule of Budget by Program for FY24 by LWDB:

	CFDA #	KansasWorkforce One Current Allocation Amounts	Heartland Works Current Allocation Amounts	Workforce Alliance Current Allocation Amounts	SE KansasWorks Current Allocation Amounts
WIOA Cluster					
Adult	17.258	\$419,499	\$572,862	\$1,680,943	\$750,336
Youth	17.259	\$351,908	\$827,497	\$1,517,999	\$2,304,816
Dislocated Worker & Rapid					
Response	17.278	\$532,057	\$581,488	\$540,909	\$718,912
WIOA Total		\$1,303,464	\$1,891,847	\$3,739,851	\$3,774,064
US Dept. of Labor (Direct Awards) YouthBuild KCK Grant	17.274	\$-	\$-	\$-	\$-
National Dislocated Worker		ψ-	ψ-	Ψ-	Ψ-
Grant	17.277	\$341,646	\$-	\$-	\$-
H-1B One Workforce	17.268	\$-	\$-	\$3,126,325	\$-
Total US Dept. of Labor Direct Awards		\$341,646	\$-	\$3,126,325	\$-
USDOL- KDC Pass Through					
Meadowlark (Apprenticeship)	17.285	\$1,000,000	\$-	\$208,000	\$-
SAEII (Apprenticeship)	17.285	\$-	\$-	\$35,000	\$-
Apprenticeship USA	17.285	\$127,369	\$-	\$-	\$-
Reintegration of Ex-Offenders Pathways Home Grant	17.270	\$461,976	\$972,831	\$-	\$433,333

Pathways (Midwest Urban Strategies)		\$-	\$-	\$381,285	\$-
RETAIN	17.720	\$387,758	\$825,184	\$403,443	\$266,800
DWG (Midwest Urban Strategies)	17.227	\$-	\$-	\$450,000	\$-
Senior Community Service Employment Program	17.235	\$-	\$-	\$761,578	\$-
Total USDOL-KDC Pass Through		\$1,977,103	\$1,798,015	\$2,239,306	\$700,133
U.S. Dept. Of Treasury Johnson County Coronavirus State and Local Fiscal Recovery Funds	21.027	\$-	\$-	\$-	\$-
Unified Government Coronavirus State and Local Fiscal Recovery Funds	21.027	\$-	\$-	\$-	\$-
City of Wichita APRA Home Based Wichita	21.027	\$-	\$-	\$515,000	\$-
Total US Dept. of Treasury	_	\$-	\$-	\$515,000	\$-

US Dept. of Health and Human Services- Kansas Dept. of Children and Family

Voc. Rehab- Pre-Employment Project	\$21,670	\$-	\$-	\$-	\$-
Voc Rehab-Direct Provider	\$234,773	\$-	\$-	\$-	\$-
Total US Dept. of Health and Human Services	\$256,443	\$-	\$-	\$-	\$-
Total Federal Expenditures	\$3,878,656	\$3,689,862	\$6,309,792	\$9,620,481	\$4,474,197
Kansas Dept. of Commerce					
Juvenille Crime Prevention Community Grant	\$-	\$-	\$64,944	\$-	\$-
Older Kansas' Employment Program-KDC	\$-	\$-	\$59,098	\$99,000	\$-
Work Based Learning	\$170,200	\$-	\$170,200	\$169,163	\$170,200
Social Media Funds	\$-	\$-	\$-	\$-	\$39,733
Ticket To Work	\$18,515	\$	\$	\$	\$
Total Kansas Dept of Commerce	\$188,715	\$3,689,862	\$294,242	\$268,163	\$209,933

Kansas Dept of Corrections

Kansas Dept of Corrections	\$34,527	\$-	\$-	\$-	\$-
Other Expenditures-					
Public/Private Funding					
SNAP E&T	\$-	\$-	\$-	\$25,000	\$-
Evergy	\$-	\$-	\$-	\$280,000	\$-
Digital Skills	\$-	\$-	\$-	\$102,305	\$-
REAP				\$160,000	
Pace				\$20,000	
Youth Employment Project	\$-	\$-	\$-	\$125,000	\$-
United Healthcare Services- Local	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Healthy Bourbon County Grant	\$-	\$-	\$-	\$-	\$54,600
General	\$45,000	\$-	\$-	\$50,000	\$-
	\$45,000	\$-	\$10,000	\$772,305	\$64,600
Total Expenditures	\$4,146,898	\$3,699,862	\$6,614,034	\$10,650,950	\$4,748,730

**Please Note:

WIOA Clusters Adult, Dislocated Worker and Youth Funds are subject to change in award each Fiscal Year.

Some Grant that are listed in these expenditures may end prior to five (5) years.

Attachment E – Kansas Workforce One FY23 Audit

Attachment F – Heartland Works FY23 Audit



Attachment G – Workforce Alliance of South Central Kansas FY23 Audit

Attachment H – Southeast KansasWorks FY23 Audit

