

# CWA – California Training Initiative: Bidders Call

Thursday, April 1, 2021 from 10:00am to 11:00am

## Questions and Answers:

**1. How often do CWA members select a trainer/consultant for service?**

On average, we receive approximately 3 to 4 CTI requests per month.

**2. Are CTI requests typically more for training or consulting services?**

CTI requests varies on CWA members' needs. Sometimes, we receive more training requests than consulting services and vice versa.

**3. What happens if CWA does not receive payment from CWA member?**

Because CWA has a strong relationship with CWA members, we have not had a situation where the CWA member does not send payment to CWA. CWA has clauses in the contract with our members, which state when CWA will receive payment from the members.

**4. Is it correct that CWA member send payment CWA first, and then CWA will issue payment to trainer/consultant?**

Yes, it is correct.

**5. Is there a budget template that we need, or do we provide our own?**

There is no budget template, and you can use your own format. Please provide your service fees along with the 15% CTI fee and the total cost of your fees.

**6. Are there any specific workforce training that you are looking for?**

Yes, you can find a list of topics on Attachment B. The bolded topics are hot topics, and they are relevant to our member's needs now.

**7. Will you be sending out the evaluation scores to the applicants?**

We don't normally make it a practice to send out the evaluation scores, but we can send them to the requesting company.

**8. Would the interview occur prior to the notification date in June 2021 or would it occur after the notification date?**

If an interview is required, the interview would occur after the notification date.

**9. For the cover letter, do we need to use a specific template, or can we use our own?**

We do not have a cover letter template, so you can use your own style. Please include the signature of an authorized person who will sign on behalf of the company.