

# RFP Questions: Statewide Artificial Intelligence (AI) Workforce System Initiative

## Vision of Success and System Impact

- What does success look like 12 months from now for CWDC and the five Workforce Development Boards? **Each Board's readiness for AI adoption has improved. Policies and safeguards are in place, staff training is occurring, customer facing workshops are implemented.**
- What is the biggest risk CWDC is most focused on preventing through this initiative (e.g., inconsistency across Boards, inequity in adoption, privacy exposure, workforce disruption)? **All of the above.**
- What would make this effort feel like a true culture shift across Connecticut's workforce system—not just another training series? **That there is a shared outlook by all the Boards who move forward together in implementation.**

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## 2. Board Readiness and Workflow Priorities

- How different are the five Boards currently in their AI readiness, staff comfort, and level of adoption? **Unknown. It is up to the successful vendor to identify readiness, comfort level and levels of adoption.**
- Are there specific workflow pain points CWDC believes are most urgent to address early (e.g., case management, employer engagement, HR functions, data reporting)? **To be identified by vendor as part of this request.**

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## 3. Statewide Consistency, Governance, and Policy Expectations

- Is the expectation that the Community of Practice will produce shared statewide standards and safeguards, or primarily serve as a shared learning and peer exchange forum? **The expectation is for both.**
- Should the selected vendor develop model AI use policies/templates for adoption across Boards, or is CWDC expecting Boards to build these internally? **Vendor developed, and approved by the workforce boards for use.**

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## 4. Equity and Jobseeker Access Considerations

- How is CWDC thinking about equity in AI adoption—ensuring AI improves access and service quality rather than widening digital divides? **Yes**
- Are there priority populations that the Connecticut-branded jobseeker workshop should be specifically designed around (e.g., immigrants, low-literacy jobseekers, rural communities, justice-involved individuals)? **No**

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## 5. Training Audience, Format, and Evaluation

- Who are the primary intended audiences for staff training (frontline career navigators, supervisors, leadership, IT staff)? **All of the above**
- Is CWDC expecting training to be delivered synchronously, asynchronously, or through a blended approach? **Synchronously or a blended approach is preferred.**
- How will CWDC evaluate whether workflows are being meaningfully modernized and not only discussed within convenings? **Through feedback and data.**

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## 6. Timeline and Early Deliverables

- Given that PY24 funds must be fully incurred by June 30, 2026, which deliverables or activities are most urgent within the first 3–4 months of implementation? **Assessment of each board readiness; risk mitigation; workflow pain points have been identified and a plan to alleviate the pain points is developed/implemented.**

**7. Prior History and Documentation:** Is an entity that does not have an annual report or any prior history of working with the State of Connecticut eligible to apply for this contract? Is a previous working history with the State of Connecticut a requirement for awardees?

**Entities without annual reports, must provide explanation as to why there is no report.**

**Entities do not need to have prior history of working with the State of Connecticut.**

**Licensing and Residency:** Could you clarify what is required for an entity to be considered "licensed to do business in the Workforce Alliance local area"? Additionally, are there specific state residency requirements for the awardees of this contract?

**To be "licensed to do business in the Workforce Alliance local area", entities must ensure:**

- **Your business is properly registered with the Connecticut Secretary of the State.**
- **You have an active business status (not dissolved, revoked, or inactive).**
- **If your company is formed outside Connecticut (a "foreign" corporation/LLC), you have filed a Certificate of Authority to legally operate in CT.**

- **You have a CT Registered Agent on file.**
- **You are in good standing, meaning your annual reports and fees are up to date.**

**There are no specific state residency requirements for the awardees of this contract.**

**8. Pending Registration:** For applicants who do not currently possess the necessary registration with the State of Connecticut, would a receipt of application (showing the registration is in progress) be acceptable for the initial proposal submission on February 13?

**No**