



PUBLIC NOTICE

REQUEST FOR INFORMATION

COMPETITIVE PROCESS TO SELECT THE ONE STOP CENTER – AMERICAN JOB CENTER  
OPERATOR  
FOR THE NORTHWEST LOCAL WORKFORCE DEVELOPMENT AREA

The Northwest Local Workforce Development Board is interested in gathering information regarding organizations that might be interested in becoming the One Stop Center – American Job Center (OSC-AJC) Operator, for the Local Area, which is located at 6<sup>th</sup> floor, at Aguadilla City Center Building in Aguadilla, Puerto Rico.

The selection of the OSC-AJC operator is to be carried out by the Local Workforce Development Board in accordance with sections 107(d)(10) and 121(d) of the Workforce Innovation and Opportunity Act of 2014 (WIOA), Title 2 part 200 of the Code of Federal Regulations: Uniform Guidance Requirements, Cost Principles, and Audit Requirements for Federal Awards, Title 34 part 361.000, et seq., the Training and Employment Guidance Letter 15-16, issued by the US Department of Labor, and Bulletin 02-2017 issued by the Workforce Development Program of the Department of Economic Development and Commerce.

The OSC-AJC of the Northwest Local Workforce Development Area serves eligible individuals that reside within the municipalities of: Aguada, Aguadilla, Añasco, Isabela, Moca, Rincón, and San Sebastián. OSC-AJC Operator, at a minimum, must coordinate the service delivery of required one-stop partners and service providers. The Local Board may establish additional roles of one-stop operator, as authorized by WIOA and its rulings.

Responding to this RFI is **optional**. Is it not required for an organization to respond to this RFI in order to submit a proposal through an RFP that will be released for the procurement process of the One Stop Operator, in an open and public process. The data submitted will not be considered during the operator's evaluation process.

According to WIOA's section 121(d)(2), the eligible entity shall be designated or certified through a competitive process. One-stop operators may be a single entity (public, private, or nonprofit) or a consortium of entities. If the consortium of entities is one of one-stop partners, it must include a minimum of three of the one-stop partners described in § 678.400.

The types of entities that may be a one-stop operator **must not** include:

- a. Elementary schools and secondary schools are not eligible as one-stop operators.

The estimated budget for Program Year 2024, in relation to the funds to operate the OSC-AJC of the Northwest Local Workforce Development Area, could fluctuate between \$300,000.00 and \$700,000.00. The execution period for these funds is from October 1<sup>st</sup>, 2024 – June 30<sup>th</sup>, 2026. Funding availability is subject to federal allocations made by Congress to the US Department of Labor, Employment and Training Administration.

Those eligible entities that are interested in responding this RFI, should submit the following information:

1. Name of the entity or organization
2. Address
3. Designated Representative or Contact Person
4. Mission, Vision, and organization's objectives
5. General profile of the organization's clients
6. Description of services offered by the organization
7. Any other relevant information

All information must be submitted within the next ten (10) days, following this RFI's publication, and sent to the following e-mail: [operadorjnoroste@odlnoroeste.com](mailto:operadorjnoroste@odlnoroeste.com) . All information should be sent by e-mail **only**.

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Lcdo. Pedro García Morell  
Chair  
Northwest Local Workforce Development Board

**Authorized by the Election Comptroller Office: OCE-SA-2024-09440**