

PUBLIC NOTICE
PROFESSIONAL SERVICES 2025-2026

The Northeast Local Workforce Investment Board manages federal funds from Federal Public Law 113-128 of July 22, 2014, the Workforce Innovation and Opportunity Act (WIOA). As part of the administration of said funds, proposals are required to maintain a pool of possible providers, evaluation and acquisition of the following specialized professional and consulting services related to said federal funds.

1. ADVICE AND SUPPORT FOR THE ELECTRONIC SYSTEM (CUSTOMER DATABASE)

For the case management of participants and clientele served by the Workforce Development of the Local Area Northeast (WDLAN). You will need to provide advice on statistical quality control related to the clientele as defined by WIOA. Have previous experience in the implementation, development, support, and advice of the systems described above. Experience and knowledge of execution standards and its operation as well as the interrelation of this matter in the handling of cases. Mastery of the concept of the Single Management Center and having the ability to train the human resources that work every day with this matter and board members. The proposal must contain the hourly fees. Development and maintenance of the WEB page and services integrated with our reporting systems. Must have proven experience in programs under the WIOA Act.

2. MIP ACCOUNTING SYSTEM AND CLOSING OF THE FISCAL YEAR

Proponents must have experience and proven capacity in the MIP and FAS GOV Accounting Systems; They will offer advisory services, carry out follow-up tasks through support and training for personnel. Also include services to carry out the closing of the current fiscal year. The proposal must contain the hourly rates.

3. MAINTENANCE AND TECHNICAL SUPPORT FOR INFORMATION SYSTEMS (MIP)

Offer professional services and advice on the accounting system and the monitoring and use of different modules through support and training to the person. Also, request proposals to offer professional services at the end of fiscal year 2025-2026. Configuration, creation, processing, and filling up reports W-2 and 480. The proposal must contain the hourly rates.

4. LEGAL CONSULTANCY

Offer legal advisory services on matters related to human resources and administration. Proponents must have experience in the regulations and application of the municipal code of Puerto Rico, Law 107-2020, and other related legal matters. Services will include updating regulations and personnel processes. The proposal must contain the hourly rates.

5. EMPLOYEE ASSISTANCE PROGRAM (PAE)

Offer services to create a work environment where there is harmony and maximum productivity, while reducing employee absenteeism and conflicts to the approximately 35 employees of the Workforce Development of the Local Area Northeast.

6. CONSULTING ON MATTERS RELATED TO HUMAN RESOURCES AND ADMINISTRATION

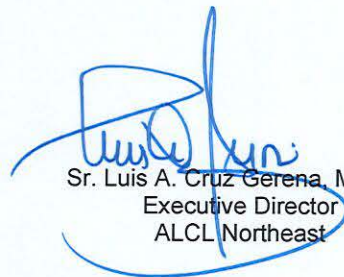
Offer professional services and advice on matters related to human resources and administration. Proponents must have experience in the regulations and application of the municipal code of Puerto Rico, Law 107-2020, and other related legal matters. Services will include updating regulations and personnel processes and reviewing the classification and remuneration plan. The proposal must contain the hourly rates.

The deadline to submit your proposals is on or before 3:00 pm on June 20, 2025. Please request the Guide which describes the activities and how to write the proposal through email at info@clnepr.gov from June 11, 2025, from 8:00 a.m. to 3:30 p.m.

Área Local Conexión Laboral del Noreste- ALCLNE
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Mr. Alessandro Brandi Bonura
Local Board President
ALCL Northeast



Sr. Luis A. Cruz Gerena, MPA
Executive Director
ALCL Northeast

The Northeast Local Workforce Development Area will not discriminate against individuals on the basis of race, sex, religion, national origin, age, physical or mental handicap, creed or political affiliation. Employer with Equal Opportunities and Priority to Veterans and/or family members. Support and Ancillary Services Available Upon Request to Persons with Disabilities. Program subsidized with funds from the WIOA Act. Drug and Alcohol-Free Work Center.
Jorge Bird Street #12, Fajardo, PR 00738 // TEL. 787-953-4700//TDD/TTY 787-801-3348