

City of Shreveport | Department of Community Development &
Local Workforce Development Board #71
Public Notice
Request for Proposals

The City of Shreveport Department of Community Development, Bureau of Workforce in partnership with the Local Workforce Development Board 71, hereafter referred to as LWDB 71, is requesting proposals from committed and qualified entities to serve as One Stop Operator for the comprehensive one-stop center for employment and training services at Caddo American Job Center and capable of providing services according to specified Workforce Innovation and Opportunity Act (WIOA) Program.

The purpose of this Request for Proposal (RFP) is to procure contractor(s) to serve as the respondent(s) to this RFP. The Respondent(s) to this RFP can bid on one or more of the specified program elements listed in the RFP. Proposal packets and all required attachments may be downloaded from the website at <https://www.shreveportla.gov/240/Community-Development>. All questions/requests for clarification must be submitted and received in writing via email by 4:00 p.m. (CST) on **May 17, 2024** to: Bridgette Clark, Interim Bureau Chief at bridgette.clark@shreveportla.gov. All proposals must be received by **June 3, 2024** by 4:00 p.m. (CST).

The question/request period allows proposers to obtain guidance on the scope of and nature of the work required in RFP and to ask technical questions concerning this solicitation. These questions will be answered via electronic mail. Verbal questions/requests shall not be accepted. Further, LWDB 71 reserves the right to reject any or all requests for clarification in whole or part. All WIOA funded activities are an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities.