

**PONCE LOCAL WORKFORCE DEVELOPMENT AREA
PONCE LOCAL BOARD**



PROPOSAL FORM FOR ONE-STOP OPERATOR PONCE COMPETITION

<p align="center">DO NOT WRITE IN THIS SPACE. FOR WIOA USE ONLY.</p> <p>Proposal Registration # _____</p> <p>Evaluation Date: _____ Administration Committee Evaluation Date: _____ Proposal and Planning Committee (WDB) Evaluation Date: _____ Executive Committee (WDB) Evaluation Date: _____ Special Local Board Committee</p>	<p align="center">TYPE OF PROPOSAL (Indicate Service)</p>
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TITLE OF THE PROPOSAL:

ONE -STOP OPERATOR PONCE COMPETITION:

IDENTIFICATION OF APPLICANTS

Name and Title of the Organization

Name of Authorized Representative

Signature of Authorized Representative

Name of Contact Person

Mailing Address

Address

Phone Number:

Fax:

Email Address

f. Accreditations, Licensing and Institutional Permits

1. Mention and include copies of accreditations, licenses and permits of your Institution.

NO.	ACCREDITATIONS, LICENCES AND PERMITS	INCLUDED	
		Yes	No
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			

d. Required Documents for Contracting:

1. Include a current up to date copy of the following documents:

1. Certificate of the Department of State Incorporation - Corporate Resolution
2. Certificate of Good Standing- Department of State
4. Current up-to-date Municipal Tax Patent
5. PR Insurance Fund Corporation (FSE)
6. Certificate of Unemployment and Disability Insurance- Department of State & Registration as Patron and Social Security Certificate for drivers
7. Debt Certification - Department of Treasury
8. Certificate of Tax Return for last 5 years -Department of Treasury
9. Debt Certification of Municipal Revenue Collection Center – CRIM
10. Certification of Municipal Revenue Collection Center – CRIM for last 5 years
11. Negative Certification of Moveable Property and without Properties
12. Public Responsibility Insurance endorsed to ALDL/ Ponce
13. Certification of Compliance with ASUME (Justice Dept.)
14. Sworn Affidavit according to Law # 428 -September 22, 2004
15. Letter of Retention Relief Relay 7% (if applicable)
16. Merchant Certification (IVU)
17. Debt Certification (IVU)
18. Certification of Filed Sales and Use Tax (IVU)
19. Financial Statement certified by a CPA
20. Employer Identification Number (EIN)
21. Evidence of System for Award Management, (SAM-E)
22. Evidence of Data Universal Numbering System, (DUN)

e. Certifications for the Signature of an Authorized Representative

(These will be provided by the Local Board)

1. Certification for Exclusion and Suspension
2. Certification for Lobbying
3. Certification for Billing regarding Absence of Interest by Staff Member and Public Employees

IV. Detailed Cost of the One- Stop Operator Center (Appendix 4)

1. Prepare a budget along with a narrative describing the budget costs. **(Minimum two pages.)**

(Please make sure your budget costs for the One Stop Operator Center are reasonable.)

V. Other Supporting Documents (Appendix 5)

Please mention and include other supporting documentation that the respondents esteem necessary.

NO.	NAME OF DOCUMENT	INCLUDED	
		YES	NO
1			
2			
3			
4			
5			
6			

APPENDIXES

Certification Regarding
Department, Suspension and Other Responsibility Matters
Primary Covered Transactions

Applicant Organization _____

This Certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participant's Responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (Pages 19160-19211)

(BEFORE SIGNING CERTIFICATION, READ ATTACHED INSTRUCTIONS WHICH ARE AN INTEGRAL PART OF THE CERTIFICATION)

- (1) The prospective primary participant, (i.e. grantee) certifies to the best of its knowledge and belief, that and its principals:
 - a) Are not presently debarred, suspended, proposed for department, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission or fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or Local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft. Forgery, bribery, falsification of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and
 - d) Have not within a three period preceding this application proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

- (2) Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Name and Title of Authorized Representative

Signature

Date

CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Loans and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of a Member of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract of making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal amendment, or modification of any Federal contract, grant, loan or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form III, "Disclosure Form to Report Lobbying", in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty or not less than \$10,000 and not more than \$100,000 for each such failure.

Authorized Signature

Date

El 22 de febrero de 2002

CERTIFICACIÓN EN FACTURACIÓN SOBRE AUSENCIA DE INTERÉS POR FUNCIONARIOS Y EMPLEADOS PÚBLICOS

FECHA: _____ de _____ de _____

NOMBRE DEL SUPLIDOR O PROVEEDOR: _____

NUM. DE FACTURA: _____ FECHA: _____ de _____ de _____

NUM. DE ORDEN DE COMPRAS: _____ FECHA: _____ de _____ de _____

“Bajo pena de nulidad absoluta certifico que ningún servidor publico del Municipio Autónomo de Ponce es parte o tiene algún interés en las ganancias o beneficios producto del contrato o de la orden de compra objeto de esta factura y de ser parte o tener interés en las ganancias o beneficios producto del contrato o de la orden de compra, ha mediado una dispensa previa. La única consideración para suministrar los bienes o servicios objeto del contrato u orden de compra, ha sido el pago acordado con el representante autorizado de la agencia. El importe de esta factura es justo y correcto. Los trabajos de construcción han sido realizados, los bienes han sido entregados, los servicios prestados (según aplique) y no han sido pagados.”

Firma del Suplidor o Proveedor

Seguro Social Patronal y/o Individual