

**PUBLIC NOTICE**  
**NOTICE OF INTENT FOR NOVA TO SERVE AS WIOA AJCC**  
**OPERATOR FOR NOVA WORKFORCE DEVELOPMENT AREA**

NOTICE IS HEREBY GIVEN OF NOVA's intent to seek approval from the State to directly serve as WIOA AJCC Operator for the NOVA workforce development area.

According to State Directive WSD 16-14, [http://www.edd.ca.gov/Jobs\\_and\\_Training/pubs/wsd16-14.pdf](http://www.edd.ca.gov/Jobs_and_Training/pubs/wsd16-14.pdf), the role of the AJCC Operator includes the following: coordinate the service-delivery of required AJCC partners and service providers; and ensure the implementation of partner responsibilities and contributions agreed upon in Memorandums of Understanding — Phase I and Phase II. While the intent of the federal Workforce Innovation and Opportunity Act (WIOA) and the State Directive WSD16-14 is to competitively procure the AJCC Operator, the Uniform Guidance allows for very limited instances in which alternative procurement methods may be permitted that include sole source procurement.

In 2017, NOVA released a Request for Qualifications twice seeking a provider to serve as the AJCC Operator for the NOVA workforce development area. The number of bids received was limited and the provider that was awarded the contract has chosen not to continue to provide this service due to other competing commitments. Due to an insufficient number of interested sources, NOVA is intending to seek approval from the State to directly provide the WIOA AJCC Operator activities for the NOVA workforce development area, through sole source procurement. AJCC Operator activities will include: coordinate the service-delivery activities of the AJCC required partners and service providers by convening and facilitating quarterly partner meetings to ensure effective delivery of services to shared customers. Specifically, this will entail but not be limited to the establishment of a charter for the group if necessary; facilitation of establishment of shared goals; preparation of meeting agendas; and development of a write-up following each meeting summarizing discussions, agreements, and next steps.

**Public comments will be accepted in writing by COB on May 7 to [public.comment@novaworks.org](mailto:public.comment@novaworks.org).**