

REQUIRED FORMS AND ATTACHMENTS:

G. ASSURANCES AND CERTIFICATIONS

The authorized representative agrees to comply with all applicable State and Federal laws and regulations governing the Workforce Innovation and Opportunity Act, Workforce Board, and any other applicable laws and regulations. The authorized representative certifies that the proposing organization possesses legal authority to offer the attached proposal. A resolution, motion or similar action has been duly adopted or passed as an official act of the organization's governing body authorizing the submission of this proposal.

Conflict of Interest

The undersigned applicant certifies that:

- 1) No manager, employee or paid consultant of the Bidder is a member of the DuPage Workforce Board of Directors, or an employee of the DuPage Workforce Board.
- 2) No manager or paid consultant of the Bidder(s) is married to a member of the DuPage Workforce Board, or an employee of the Workforce Board.
- 3) No member of the Board, or an employee of the Board owns or has any control in the Bidder's organization.
- 4) No spouse of a member of the Workforce Board, or employee of the Board receives compensation from Bidder for lobbying activities.
- 5) Bidder has disclosed within the proposal response any interest, fact or circumstance which does or may present a potential conflict of interest.
- 6) Should Bidder fail to abide by the forgoing agreements and affirmations regarding conflict of interest, Bidder shall not be entitled to the recovery of any cost or expenses incurred in relation to any contract with the DuPage County Workforce Development Division and shall immediately refund the WDD any fees or expenses that may have been paid under the contract and shall further be liable for any other cost incurred or damages sustained by the WDD/Workforce Board relating to that contract.

Drug Free Workplace

This certification is required by the Federal Regulations, Implementing Section 5150-5160 of the Drug-Free Workplace Act, 41 U.S.C. 701; for the Department of Agriculture (7CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Part 85 668 and 682), Department of Human Services (45 CFR Part 76).

The undersigned applicant certifies that it shall provide a drug-free workplace by:

- 1) Publishing a policy statement notifying employees that the unlawful manufacturing, distribution, dispensing, possession or use of controlled substance is prohibited in the workplace and specifying the consequences of any such action by an employee.
- 2) Establishing an ongoing drug-free awareness program to inform employees of the dangers of drug abuse in the workplace, the Contractor's policy of maintaining a drug-free workplace, the availability of counseling, rehabilitation and employee assistance programs, and the penalties that may be imposed on employees for drug abuse violations in the workplace.
- 3) Providing each employee with a copy of the Contractor's policy statement.
- 4) Notifying the employees in the Contractor's policy statement that as a condition of employment under this contract, employees shall abide by the terms of the policy statement and notifying the contractor in writing within five (5) days after any conviction for violation by the employee of a criminal drug statute in the workplace.
- 5) Notifying the Commission within ten (10) days of the Contractor's receipt of a notice of conviction of an employee: and,
- 6) Taking appropriate personnel action against an employee of violating a criminal drug statute or require such employee to participate in drug abuse assistance or a rehabilitation program.

These certifications are material representations of fact upon which reliance was placed when this transaction was made or entered. Submission of this certification is a prerequisite for making or entering this transaction.

WIOA Sec. 184 (f): Discrimination Against Participants

If the Secretary determines that any recipient under WIOA Title I has discharged or in any other manner discriminated against a participant or against any individual in connection with the administration of the program involved, or against any individual because such individual has filed any complaint or instituted or caused to be instituted any proceeding under or related to WIOA Title I, or has testified or is about to testify in any such proceedings or investigation under or related to WIOA Title I, or otherwise unlawfully denied to any individual a benefit to which that individual is entitled under provision of WIOA Title I or the Secretary's regulations, the Secretary shall, within 30 days, take such action or order such corrective measures, as necessary, with respect to the recipient or the aggrieved individual, or both.

WIOA Sec. 188 (a)

- 1) **Federal Financial Assistance.** For the purpose of applying the prohibitions against discrimination on the basis of age under the Age Discrimination Act of 1975 (42 U.S.C. 6101et seq.), on the basis of disability under section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), on the basis of sex under Title IX of the Education Amendments of 1972 (20 U.S.C. 1681et seq.), or on the basis of race, color or national origin under Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq.), programs and activities funded or otherwise financially assisted in whole or in part under this Act are considered to be programs and activities receiving Federal financial assistance.
- 2) **Prohibition of discrimination regarding participation, benefits and employment.** No individual shall be excluded from participation in, denied the benefits of, subject to discrimination under, or denied employment in the administration of or about, any such program or activity because of race, color, religion, sex, (except as otherwise permitted under Title IX of the Education Amendment of 1972), national origin, age, disability, or political affiliation or belief.
- 3) **Prohibition on assistance for facilities for sectarian instruction or religious worship.** Participants shall not be employed under WIOA Title I to carry out the construction, operations, or maintenance of any part of any facility that is used or to be used for sectarian instruction or as a place for religious worship (except with respect to the maintenance of a facility that is not primarily or inherently devoted to sectarian instruction or religious worship, in a case in which the organization operating the facility is part of a program or activity providing service to participants).
- 4) **Prohibition on discrimination on basis of participant status.** No person may discriminate against an individual who is a participant in a program or activity that receives funds under WIOA Title I, with respect to the terms and conditions affecting, or rights provided to, the individual, solely because of the status of the individual as a participant.
- 5) **Prohibition on discrimination against certain non-citizens.** Participation in programs and activities or receiving funds under WIOA Title I shall be available to citizens and nationals of the United States, lawfully admitted permanent resident aliens, refugees, asylum seekers, and parolees, and other immigrants authorized by the Attorney General to work in the United States.

By signing the applicant certifies that it will comply with all other regulations implementing the law cited above. The assurance applies to the applicant's operation of the WIOA Title – financially assisted program or activity, and to all agreements, the applicant makes to carry out the WIOA Title I financially assisted program or activity. The applicant understands that the United States, Illinois Department of Commerce and DuPage County Workforce Development Division have the right to seek judicial enforcement of this assurance.

Documentation of Financial Stability

The undersigned applicant certifies that it shall comply with the Illinois Department of Commerce as it relates to documentation of financial stability. As part of their local application requirements, WDD is to specify its local protocol for documentation and submission requirements. WDD will conduct a fiscal assessment prior to the award of any contract(s) in accordance with DCEO guidelines.

Reporting Requirements

The undersigned applicant certifies that it shall comply with the provisions of Sec. 122 of the Workforce Innovation and Opportunity Act of 2014 and the reporting and procedures requirements issued by the Illinois Department of Commerce and DuPage County Workforce Development Division.

Where the prospective recipient of federal assistance funds is unable to certify to any of the statements in this certification, such prospective recipient shall attach an explanation to this certification.

The undersigned Authorized Representative of the applicant herein certifies that the statements above pertaining to Conflict of Interest, Education Standards and Procedures, Documentation of Financial Stability and Reporting Requirements are true and correct as of the date of proposal submission. This does not preclude WDD from requiring additional assurances as part of the local application and agreement requirements.

Further, the Authorized Representative acknowledges that if the information given to WDD by the applicant causes harm to a third party, the applicant will be held liable for any WDD action resulting from reliance on that information.

The applicant must notify DuPage Workforce Development Division in writing if the authorized signatory changes.

Certified by:



Marie Provenziale, Executive Director

January 20, 2023

Title

Date

Typed/Printed Name of Signatory

Turning Pointe Autism Foundation

Name of Organization

H. STATEMENT OF COMPLIANCE:

As authorized signatory official for: _____

I hereby certify:

- That the above-named applicant is legally authorized to submit this application requesting funding under the Workforce Innovation and Opportunity Act; and
- That the above-named respondent does hereby agree to execute all work related to this application in accordance with the Workforce Innovation and Opportunity Act, US Department of Labor, Illinois Department of Commerce, DuPage Workforce Board and DuPage County Workforce Development Division policies and guidelines, and other administrative requirements issued by the Governor of the State of Illinois. The provider shall notify WDD within 30 calendar days after issuance of any amended directives if it cannot so comply with the amendments; and
- That the above-named applicant will ensure special efforts to prevent fraud and other program abuses, such as but not limited to, deceitful practices, intentional misconduct, willful misrepresentation and improper conduct which may or may not be fraudulent in nature; and
- That the contents of the proposal are truthful and accurate and the above named respondent agrees to comply with the policies stated in this application and that this application represents a firm request subject only to mutually agreeable negotiations; and that the above named respondent is in agreement that WDD reserves the right to accept or reject any proposal for funding; and that the above named respondent has not been debarred or suspended from receiving federal grants, contracts, or assistance; and that the respondent waives any right to claims against the members and staff of the DuPage Workforce Board and DuPage Workforce Development Division.



e

EXECUTIVE DIRECTOR

Title of Authorized Representative

CARRIE PROENZA

Signature of Authorized Representative

1/20/23

Date

I. AFFIRMATIVE ACTION AND NON- DISCRIMINATION POLICY:

The authorized representative assures, certifies and understands that: Workforce Innovation and Opportunity Act (WIOA) recipients are obligated to maintain the following assurances for the period during which WIOA Title I financial assistance is extended. Each request for proposal, proposal and application for financial assistance under WIOA Title I shall contain the following assurances:

"As a condition to the award of financial assistance from the Department of Labor under Title I of WIOA, the recipients ensure that it will comply fully with the nondiscrimination and equal opportunity provisions of the following laws:

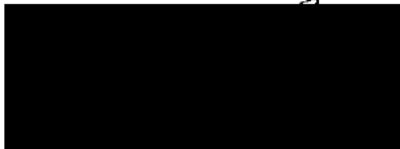
WIOA Section 188 , which prohibits discrimination against all individuals in the United States on the basis of race, color, religion, sex national origin, age disability, political affiliation or belief, and against beneficiaries on the basis of either citizenship/status as a lawfully admitted immigrant authorized to work in the United States or participation in any WIOA Title I financially assisted program or activity; Title VI of the Civil Rights Act of 1964, as amended, which prohibits discrimination on the bases of race, color or national origin; Section 504 of the Rehabilitation Act of 1973, as amended, which prohibits discrimination against qualified individuals with disabilities; the Age Discrimination Act of 1975, as amended, which prohibits discrimination on the basis of age; and Title IX of the Education Amendments of 1972, as amended, which prohibits discrimination on the basis of sex in educational programs."

The recipient also assures that it will comply with WIOA implementing regulations and all other regulations implementing the laws listed above. This assurance applies to the recipient's operation of the WIOA financially assisted program or activity, and all agreements the recipient makes to carry out the WIOA Title I financially assisted program or activity. The recipient understands that the United States has the right to seek judicial enforcement of this assurance.

Nondiscrimination: The undersigned certifies that it shall comply with the nondiscrimination provisions outlined in WIOA Sec. 188.

Carrie Provenzale, Executive Director

Print Name and Title of Authorized Representative



January 20, 2023

Date

J. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS:

This certification is required by the Federal Regulations, implementing Executive Order 12549, Government-wide Debarment and Suspension, for the Department of Agriculture (7 CFR Part 3017), Department of Labor (29 CFR Part 98), Department of Education (34 CFR Parts 85), Department of Health and Human Services (45 CFR Part 76).

The undersigned applicant certifies that neither it nor its principles:

- 1) The Bidder and/or any of your affiliates have not been, nor presently are, debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation by any federal department or agency.
- 2) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of 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 commissions of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- 3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity with commission of any of the offenses enumerated in paragraph (2) of this section.
- 4) Have not within a three-year period preceding this application had one or more public transactions terminated for cause or default.
- 5) If there is any change in the Bidder's signature authority, notify DuPage Workforce Development immediately.

Sign and Date this Certification

Carrie Provenzale, Executive Director

Name and Title of Authorized Representative

January 20, 2023

Date

K. CERTIFICATION REGARDING LOBBYING:

Certification for Contracts, Grants, Loans, and Cooperative Agreements; This certification required by the Federal Regulations, Implementing Section 1352 of the Program Fraud and Civil Remedies Act Title 31 U.S. Code for the Department of Agriculture (7 CFR Part 3018), Department of Labor (29 CFR Part 93), Department of Education (34 CFR Part 82), Department of Health and Human Services (45 CFR Part 93).

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 an agency, a member of Congress, an officer or employee of Congress, an employee of a member of Congress, or locally elected official in connection with the awarding of any Federal contract, the making of any Federal grant, the 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, an officer or employee of Congress, an employee of a Member of Congress, or locally elected official in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "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. Submission of this certification is a prerequisite for making or entering this transaction imposed by Section 1362, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of no less than \$10,000 and no more than \$100,000 for each such failure.

TURNING POINTS AUTISM FOUNDATION E.D.
Grantee/Contractor Organization Title

1/20/23
Date

CARRIE PROVENZALE

SECTION 8 - PROPOSAL FORM
YOUTH SERVICES 23-010-WIOA
(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Name of Offeror	Turning Pointe Autism Foundation
Main Business Address	1500 W. Ogden Ave.
City, State, Zip Code	Naperville, IL 60540
Telephone Number	630-615-2027
Fax Number	630-615-6050
Proposal Contact Person	Carrie Provenzale
Email Address	cprovenzale@turningpointeaf.org

The undersigned certifies that he is:

☐ the Owner/Sole Proprietor
☐ a Member of the Partnership
☒ an Officer of the Corporation
☐ a Member of the Joint Venture

herein after called the Offeror and that the members of the Partnership or Officers of the Corporation are as follows:

Howard Weiss _____ (President or Partner)	Jay Ferguson _____ (Vice-President or Partner)
Kim White _____ (Secretary or Partner)	Russ Romanelli _____ (Treasurer or Partner)

Further, the undersigned declares that the only person or parties interested in this Proposal as principals are those named herein; that this Proposal is made without collusion with any other person, firm or corporation; that he has fully examined the proposed forms of agreement and the contract specifications for the above designated purchase, all of which are on file in the office of the Procurement Manager, DuPage Center, 421 North County Farm Road, Wheaton, Illinois 60187, and all other documents referred to or mentioned in the contract documents, specifications and attached exhibits, including Addenda No. _____, _____, and _____ issued thereto;

Further, the undersigned proposes and agrees, if this Proposal is accepted, to provide all necessary machinery, tools, apparatus and other means of construction, including transportation services necessary to furnish all the materials and equipment specified or referred to in the contract documents in the manner and time therein prescribed.

Further, the undersigned certifies and warrants that he is duly authorized to execute this certification/affidavit on behalf of the Offeror and in accordance with the Partnership Agreement or by-laws of the Corporation, and the laws of the State of Illinois and that this Certification is binding upon the Offeror and is true and accurate.

Further, the undersigned certifies that the Offeror is not barred from proposing on this contract as a result of a violation of either 720 Illinois Compiled Statutes 5/33 E-3 or 5/33E-4, proposal rigging or proposal-rotating or as a result of a violation of 820 ILCS 130/1 et seq., the Illinois Prevailing Wage Act.

The undersigned certifies that he has examined and carefully prepared this proposal and has checked the same in detail before submitting this proposal, and that the statements contained herein are true and correct.

If a Corporation, the undersigned further certifies that the recitals and resolutions attached hereto and made a part hereof were properly adopted by the Board of Directors of the Corporation at a meeting of said Board of

Directors duly called and held and have not been repealed, nor modified and that the same remain in full force and effect. (Offeror may be requested to provide a copy of the corporate resolution granting the individual executing the contract documents authority to do so.)

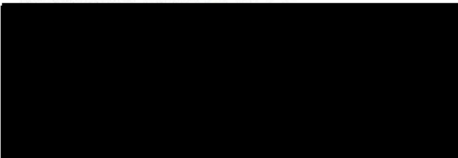
Further, the offeror certifies that he has provided services comparable to the items specified in this contract to the parties listed in the reference section below and authorizes the County to verify references of business and credit at its option.

Finally, the offeror, if awarded the contract, agrees to do all other things required by the contract documents, and that he will take in full payment therefore the sums set forth in the cost schedule.

PROPOSAL AWARD CRITERIA

This proposal will be awarded to the most responsive, responsible vendor meeting specifications based upon the highest score compiled during evaluation of the proposals outlined in the selection process.

The Contractor agrees to provide the service described above and in the contract specifications under the conditions outlined in attached documents for the amount stated.


CARRIE PRINENZALE

CORPORATE SEAL
(If available)

PROPOSAL MUST BE SIGNED FOR CONSIDERATION

Subscribed and sworn to before me this 20th day of January AD, 2023


My Commission Expires: 10/23/24
(Notary Public)



SECTION 9 – EVALUATION CRITERIA

All proposals submitted will be subject to the following review procedures:

- 1) Proposals will be evaluated by a team of reviewers, to be determined by DuPage County. An entity's failure to submit a complete proposal or to respond in whole or in part to RFP requirements may cause the County to deem the proposal non-responsive and thus ineligible for review.
- 2) DuPage County will conduct a fiscal review of all qualified proposals. We will review proposal budgets, agency audits. The County reserves the right to review and request further information regarding the respondent's financial situation, if not sufficiently outlined in the submitted audit(s).
- 3) Through this process, DuPage County will review a respondent's performance on any previous and/or existing grant agreement(s) as well as check references submitted from other grantors. Achievement of grant agreement outcomes (i.e. number of enrollments, job placements and retention of enrollees), along with compliance with programmatic and fiscal guidelines and timeliness will be evaluated.

The evaluation committee will perform an evaluation of all responsive proposals based upon the criteria herein. Prior to its final funding decision, the County reserves the right to:

- 1) Meet with representatives of the responding entity to discuss the proposed program and budget
- 2) Identify and/or negotiate program or budget changes the responding entity must make as a condition of funding
- 3) Identify other documentation the entity must provide as a condition of funding.
- 4) Contact References and share information with all selection Evaluation Committee members

The evaluation committee findings will comprise the final funding recommendations to the DuPage Workforce Board Executive Committee.

Final decisions on contract approval are made by the County of DuPage and the DuPage County Workforce Board.

Proposals that do not meet minimum standards will be considered non-responsive.

All proposals will be scored based upon the evaluation criteria and rank ordered from highest to lowest score.

A recommended funding level will be determined based on factors including overall ranking of proposal scores, the availability of funds, the number of applications submitted, reasonable cost per participant, the need for the proposed services and past performance.

Final Selection and Negotiation:

The County of DuPage will attempt to negotiate a contract with the highest ranked Bidder based upon the information provided by the Bidder.

If the County of DuPage is unable to negotiate a satisfactory contract with the highest ranked Bidder, negotiation shall be terminated, and the County shall then begin to negotiate with the second highest ranked Bidder and so on.

If the County of DuPage is unable to negotiate a satisfactory contract with any of the selected Bidders, the County will re-evaluate its request, revise documents and resubmit its' request.

Proposals will be evaluated equally and fairly; no preference will be given to any Bidder based solely on previous experience with the County of DuPage or to an incumbent thereof.

The County reserves the right to make additional inquiries and may request the submission of additional information.

The Bidder's submitting the highest rankings may be invited for an oral interview to further elaborate on their proposals prior to final selection; however, the County of DuPage reserves the right to select the most highly ranked Bidder based solely on the contents of the proposals.

The County reserves the right to accept or reject any or all proposals and to waive any portions.

Evaluation Criteria	Point Value
FIRM QUALIFICATIONS Organizational History, Experience, Staffing Plan and Qualifications, Past Performance and Planned Outcomes	20
PROJECT UNDERSTANDING Program Description – Including all program components and requirements; Identified collaborations with CBOs, employers and other organizations	30
KEY QUALIFICATIONS Staffing Plan and Qualifications	30
PRICE Fiscal	20
Total Points	100