

DU PAGE COUNTY

421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

Economic Development Committee Final Regular Meeting Agenda

Tuesday, May 21, 2024 8:30 AM Room 3500A

- 1. CALL TO ORDER
- 2. ROLL CALL
- 3. APPROVAL OF MINUTES
 - 3. A. **24-1529**

Economic Development Committee - Minutes - April 16,2024

- 4. CHAIRWOMAN'S REMARKS CHAIR LAPLANTE
- 5. PUBLIC COMMENT
- 6. INCUMBENT WORKER TRAINING
 - 6. A. **24-1530**

Incumbent Worker Training Memo -Kenyeri Engineering & Manufacturing

7. CHANGE ORDERS

7. A. **ED-CO-0001-24**

Increase purchase order 6457-0001 SERV, issued to Turning Pointe Autism Foundation, in the amount of \$139,441, a 156.43% increase, for a new contract amount of \$228,582, and extend the contract through May 31, 2025. This will allow the vendor to successfully continue serving youth in DuPage County with Workforce Innovation & Opportunity Grant funding. (Workforce Development)

7. B. <u>ED-CO-0002-24</u>

Increase purchase order 6027-0001 SERV, issued to Parents Alliance Employment Project, in the amount of \$123,925, a 50% increase, for a new contract amount of \$371,775, and extend the contract through September 30, 2025, to continue to successfully serve in-school-youth in DuPage County. (Workforce Development)

7. C. **ED-CO-0003-24**

Increase purchase order 6028-0001 SERV, issued to Parents Alliance Employment Project, in the amount of \$434,123, a 68.34% increase, for a new contract amount of \$1,069,409, and extend the contract through September 30, 2025, to continue to successfully serve out-of-school youth in DuPage County. (Workforce Development)

8. PRESENTATION

- 8. A. Lisa Schvach Workforce Development Update
- 9. OLD BUSINESS
- 10. NEW BUSINESS
- 11. ADJOURNMENT

Minutes



421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

File #: 24-1529 Agenda Date: 5/21/2024 Agenda #: 3. A.



DU PAGE COUNTY

421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

Economic Development Committee Final Summary

Tuesday, April 16, 2024

8:30 AM

Room 3500A

1. CALL TO ORDER

8:30 AM meeting was called to order by Chair Lynn LaPlante at 8:47 AM due to an issue with the boardroom laptop.

2. ROLL CALL

DuPage County Board Chair Deborah Conroy and Members Cindy Cronin-Cahill, Paula Deacon-Garcia, Brian Krajewski, and Patty Gustin, were also present.

PRESENT Childress, Covert, Galassi, LaPlante, Rutledge, and Yoo

3. APPROVAL OF MINUTES

3. A. **24-1266**

Economic Development Committee Minutes- Regular Meeting - March 19, 2024

Attachments: Economic Development Committee - Minutes - March 19, 2024

RESULT: APPROVED

MOVER: Sheila Rutledge

SECONDER: Kari Galassi

4. CHAIRWOMAN'S REMARKS - CHAIR LAPLANTE

Chair Lynn LaPlante welcomed all to the meeting and was excited in anticipation of the presentations on the feasibility studies that Choose DuPage had been tasked with several months prior. The Chair explained that the two studies, fine arts & sports, have completed the initial phases and will need consensus from the committee members to move forward.

5. PUBLIC COMMENT

No public comments were offered.

6. GRANT PROPOSAL NOTIFICATIONS

6. A. **24-1278**

GPN 012-24: Illinois Department of Commerce & Economic Opportunity Workforce Services Grant for Low-Moderate Income Individuals including Immigrants, Migrants, and Refugees, \$177,099.32. (Human Resources, Workforce Development Division)

This item was accepted and placed on file.

Attachments: GPN 012-24-WkfcLowModIncMigrImmigRefug-FINAL

RESULT: APPROVED AND SENT TO FINANCE

MOVER: Lynn LaPlante SECONDER: Sheila Rutledge

7. BUDGET TRANSFERS

7. A. **24-1265**

Transfer of funds from 5000-2840-53400-0000 (Rental of Office Space) to 5000-2840-54000-0700 (Lease of Buildings) in the amount of \$315,078, to cover monthly rent expense for Workforce Development Division. Transfers total budget from 53400-0000 to 54000-0700 in accordance with new County-adopted lease policy.

<u>Attachments</u>: <u>EDC Budget Transfer_Redacted</u>

RESULT: APPROVED

MOVER: Lynn LaPlante

SECONDER: Sheila Rutledge

8. PRESENTATION

8. A. Choose DuPage Feasibility Study Presentation

Duncan Webb, Webb Management Services, presented first on phase one of the fine arts study. Covering the needs assessment for DuPage County, including, trends, market analysis, and existing facilities. Mr. Webb also spoke to potential uses and users for new facilities and how to align with County goals. After questions were taken, there was consensus from the committee to move forward with the next phase of the study.

The second presentation was from Brandon Dowling, C.H. Johnson Consulting, on phase one of the sports feasibility study. Mr. Dowling shared the demographic snapshot & national trends in sports participation, regional sports spend & facilities, site analysis, and national case studies. After preliminary recommendations and questions from members, there was consensus from the committee to mover forward with the next phase of the study.

9. OLD BUSINESS

No old business was discussed.

10. NEW BUSINESS

Member Gustin shared information about the possibility of available space in her district.

11. ADJOURNMENT

With no further business, the meeting was adjourned by Chair LaPlante at 9:53 AM...

Informational





File #: 24-1530 Agenda Date: 5/21/2024 Agenda #: 6. A.



Workforce Development 2525 Cabot Drive, Suite 302 Lisle, IL 60532 630-955-2030 Fax: 630-955-2059 www.worknetdupage.org

HUMAN RESOURCES

630-407-6300 Fax: 630-407-6301

DPCHumanResources@dupageco.org

www.dupageco.org/hr

Memo

Date: 5/8/2024

To: Economic Development Committee

From: Cynthia Yorke, Business Services Representative, DuPage County Workforce

Development Division

RE: Incumbent Worker Training Application – Kenyeri Engineering & Manufacturing

Kenyeri Engineering & Manufacturing has been in business for over 22 years and employs a staff of 6 employees at their location in Downers Grove. Kenyeri provides total workholding solutions, taking a workholding application from chuck specification through design and fabrication of jaws, locators, plates, drawbars, and more. Another part of the manufacturing business designs and builds electrical control panels required to operate anything from a single pump or valve to a complex system. Industries they service are Aerospace, Automotive, Electronics, Food, Machining, and Pharmaceutical. Kenyeri blends engineering expertise with customer focus, listening to their clients concerns and objectives. Kenyeri Starts with the Part.

Kenyeri proudly offers Seom workholding products for machining applications and design custom solutions. In peering to the future of manufacturing, Kenyeri offers Hanwha Robotics cobot solutions for machine tending and many other manufacturing applications. The challenges for Kenyeri are work has become more complex and a lack of skilled labor has limited their productivity, therefore they cannot keep up with production needs and professionally develop their incumbent workers. In order to meet these challenges, Kenyeri has identified four trainings for two of their employees. These trainings are NX Mill Manufacturing Fundamentals, Studio 5000 Logix Designer Level 1 Control Logix System Fundamentals, Studio 5000 Logix Designer level 2 Basic Ladder Logic Programing, and Studio 5000 Logix Designer Level 3 Project Development.

If trainings are not implemented, Kenyeri will remain status quo of having a bottleneck, therefore reducing the amount of work through the shop. This will affect the company by not being able to remain competitive in their industry which could stagnate hiring, create a risk of downsizing their workforce and jeopardize future growth.

Notes:

- * Kenyeri Engineering & Manufacturing: 6 employees
- * Located in Downers Grove
- * Number of Incumbent Workers to be Trained: 2
- * Total Amount Approved: \$11,224.00



Economic Development Change Order with Resolution

421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

AMENDMENT TO COUNTY CONTRACT #6457-0001 SERV ISSUED TO TURNING POINTE AUTISM FOUNDATION TO PROVIDE YOUTH SERVICES FOR THE WORKFORCE DEVELOPMENT DIVISION (INCREASE ENCUMBRANCE \$139,441, 156.43%)

WHEREAS, County Contract #6457-001 SERV was approved by the Economic Development Committee on June 1, 2023; and

WHEREAS, the Economic Development Committee recommends changes as stated in the Change Order Notice to County Contract #6457-0001 SERV, issued to Turning Pointe Autism Foundation, to provide Youth Services, for Workforce Development Division, and increase the contract by \$139,441 resulting in an amended contract total of \$228,582, an increase of 156.43%, and extend the contract through May 31, 2025.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract #6457-0001 SERV, issued to Turning Pointe Autism Foundation, to provide Youth Services for Workforce Development Division, and increase the contract by \$139,441 resulting in an amended contract total of \$228,582, an increase of 156.43%, and extend the contract through May 31, 2025.

Enacted and approved this 28th day of May, 2024 at Wheaton, Illinois.

BORAI	AH A. CONROY, CHAI
	·
DU PA	PAGE COUNTY BOARI

Attest:			
-			

JEAN KACZMAREK, COUNTY CLERK



Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0001-24

Purchase Order #	: 6457-0001 SERV Original Pu Order Date	rchase Jun 1, 2023	Change Order #: 2	Department: Hu	man Resources/WDD
Vendor Name: Tu	urning Pointe Autism Foundation	n	Vendor #: 24835	Dept Contact: Lis	sa Schvach/Jamie Brown
Background and/or Reason for Change Order Request:	Increase contract by \$139,44 Line 3 - increase by \$139,44		31/2025 to continue servic	es to youth in Du	Page County
		IN ACCORDANCE V	VITH 720 ILCS 5/33E-9		
(A) Were not r	easonably foreseeable at the tin	ne the contract was sig	gned.		
(B) The chang	e is germane to the original con	tract as signed.			
(C) Is in the be	est interest for the County of Dul	Page and authorized b	y law.		
		INCREAS	E/DECREASE		
A Starting cor	ntract value				\$89,141.00
B Net \$ chang	je for previous Change Orders				\$0.00
C Current cor	tract amount (A + B)				\$89,141.00
D Amount of	this Change Order		Decrease		\$139,441.00
E New contra	ct amount (C + D)				\$228,582.00
F Percent of c	urrent contract value this Chang	ge Order represents (D	/ C)		156.43%
G Cumulative	percent of all Change Orders (B	+D/A); (60% maximum or	n construction contracts)		156.43%
		DECISION MEM	10 NOT REQUIRED		
Cancel entire	order 🔲 Clo	se Contract	Contract Extension	(29 days)	Consent Only
Change budg	et code from:		to:		
Increase/Decr	ease quantity from:	to:			
Price shows:		shou l d be:			
Docrosco rom	aining angumbranca Inc	— — —— rease encumbrance			
and close con	J	close contract	Decrease encu	mbrance	ncrease encumbrance
		DECISION M	EMO REQUIRED		
Increase (great	ter than 29 days) contract expir	ation from: May 31	, 2024 to: May 31, 2025		
Increase ≥ \$2,	500.00, or ≥ 10%, of current con	tract amount Fun	nding Source		
OTHER - expla	in below:	_			
DB Prepared By (Initia	als) 6191 Phone Ext	May 6, 2024 Date	LS Recommended for Approv		55-2066 May 6, 2024 Date
Trepared by (Initia	disj Thone Ext		· · · · · · · · · · · · · · · · · · ·	rai (ii ii taas) - i ii oi i	E LAT Date
		KEVIEWEDE	BY (Initials Only)		
Buyer		Date	Procurement Officer		Date
Chief Financial Of	ficer	_	Chairman's Office		
(Decision Memos	Over \$25,000)	Date	(Decision Memos Over \$2	25.000)	Date



Decision Memo

Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0001-24

Department Requisition #: PO 6457

Requesting Department: Human Resources-WDD	Department Contact: Lisa Schvach
Contact Email: lschvach@worknetdupage.org	Contact Phone: (630) 955-2066
Vendor Name: Turning Pointe Autism Foundation	Vendor #: 24835

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

The action requested is an increase in the amount of \$139,441 and extend to 5/31/25 to the Turning Pointe contract serving youth in DuPage County. This increase will allow the contractor to continue to serve youth with WIOA funding

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The Workforce Innovation and Opportunity Act (WIOA) provides funding for job training and employment services to residents of DuPage County. The monies utilized for the aforementioned grant are Federal dollars; DuPage County acts as the fiscal agent for the distribution of monies for WIOA program.

Strategic Impact

Economic Growth

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

The WIOA program is designed to assist DuPage County residents achieve self-sufficient employment in in-demand occupations.

Source Selection/Vetting Information - Describe method used to select source.

Request for Proposals were previously issued to secure the existing contracts for WIOA youth program in DuPage County.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

- 1) Extend Turning Pointe contract.
- Seek new bids through a new RFP.

The recommendation is to extend the contract as Turning Pointe has demonstrated success serving youth in DuPage County.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000-2840:

Financial Impact for FY2023 - \$ 4,167

Financial Impact for FY2024- 122,636

Financial Impact for FY2025- 101,779

Total contract amount - \$ 228,582

Rev · 10



Required Vendor Ethics Disclosure Statement

Date: 4/24/24

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Bid/Contract/PO #:

AND THE RESIDENCE OF THE PARTY	4004 0440 11/10/10/10/10/10/10/10/10/10/10/10/10/1
Company Name: TURNING POINTE AUTISM FLUDN.	Company Contact: CARRIE PROVENZIALE
Contact Phone: 630 . 615 . 6027	Contact Email: Oprovenzale@twningpointaf.org

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or
more individual contracts with the county, shall provide to Procurement Services Division a written disclosure of all political campaign
contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board
member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union
or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring
approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers,
lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the
contracting person, and political action committees to which the contracting person has made contributions.

NONE (check here) -	If no contributions have bee	Description (e.g. cash, kind services, etc.)	type of item, in-	Amount/Value	Date Made
		THIN MATTICALLY CLASS			

			******************************		-
		e seeking contracts with the county dividuals who are or will be having c			
their lobbyists, agents the contractor bid and	and representatives and all inc	dividuals who are or will be having o vith any changes that may occur.			
their lobbyists, agents the contractor bid and NONE (check here) - Lobbyists, Agents an	and representatives and all inc d shall update such disclosure w If no contacts have been mand d Representatives and all indivitact with county officers or em	dividuals who are or will be having o with any changes that may occur. de iduals who are			
their lobbyists, agents the contractor bid and NONE (check here) Lobbyists, Agents and or will be having con	and representatives and all inc d shall update such disclosure w If no contacts have been mand d Representatives and all indivitact with county officers or em	dividuals who are or will be having o with any changes that may occur. de iduals who are	ontact with cour		

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- . If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- · 30 days prior to the optional renewal of any contract
- · Annual disclosure for multi-year contracts on the anniversary of said contract
- · With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at: http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

	i nereby acknowledge	that I have received, have read, and understand these requirements.	
	Authorized Signature		
	Printed Name	CARRIE PROVENZALE	
	Title	EXECUTIVE DIRECTOR	
	Date	4/24/24	
P	Attach additional sheets	if necessary. Sign each sheet and number each page. Page of	(total number of pages)



Economic Development Change Order with Resolution

421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

AMENDMENT TO COUNTY CONTRACT #6027-0001 SERV ISSUED TO PARENTS ALLIANCE EMPLOYMENT PROJECT TO PROVIDE YOUTH SERVICES TO IN-SCHOOL-YOUTH FOR THE WORKFORCE DEVELOPMENT DIVISION (INCREASE ENCUMBRANCE \$123,925, 50%)

WHEREAS, County Contract #6027-0001 SERV was approved by the Economic Development Committee on October 1, 2022; and

WHEREAS, the Economic Development Committee recommends changes as stated in the Change Order Notice to County Contract #6027-0001 SERV, issued to Parents Alliance Employment Project, to provide Youth Services to in-school-youth, for Workforce Development Division, and increase the contract by \$123,925 resulting in an amended contract total of \$371,775, an increase of 50%, and extend the contract through September 30, 2025.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract #6027-0001 SERV, issued to Parents Alliance Employment Project, to provide Youth Services for in-school-youth for Workforce Development Division, and increase the contract by \$123,925 resulting in an amended contract total of \$371,775, an increase of 50%, and extend the contract through September 30, 2025.

Fnacted	and	approved	this	28th	day	of May	2024	at \	Wheaton	Illin	nois
Lilacicu	anu	abbioveu	uns	20UI	uav	ui iviav.		ai v	w iicatoii.		ivis.

	DEBORAH A. CONROY, CHAIR
	DU PAGE COUNTY BOARD
Attest:	
	JEAN KACZMAREK, COUNTY CLERK



Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0002-24

Purchase Order	r#:6027-0001 SERV o	riginal Purchas rder Date:	Oct 1, 2022	Change Order #: 5	Department: Hu	ıman Resources/WDD
Vendor Name:	Parents Alliance Employ	yment Project		Vendor #: 11673	Dept Contact: Li	sa Schvach/Jamie Brown
Background and/or Reason for Change Order Request:	Line 5 - increase by	\$123,925, for	a new line amo	80/25 to continue services ount of \$219,184.91	to youth in DuPa	age County.
		IN A	CCORDANCE V	VITH 720 ILCS 5/33E-9		
(A) Were no	t reasonably foreseeabl	e at the time the	contract was sig	gned.		
(B) The char	nge is germane to the o	riginal contract a	s signed.			
(C) Is in the	best interest for the Cou	unty of DuPage a	nd authorized b	y law.		
			INCREAS	E/DECREASE		
A Starting c	ontract value					\$123,925.00
B Net \$ cha	nge for previous Chang	e Orders				\$123,925.00
C Current co	ontract amount (A + B)					\$247,850.00
D Amount o	of this Change Order		Increase	Decrease		\$123,925.00
E New cont	ract amount (C + D)					\$371,775.00
F Percent o	f current contract value	this Change Ord	ler represents (D	/ C)		50.00%
G Cumulativ	ve percent of all Change	Orders (B+D/A);	(60% maximum or	n construction contracts)		200.00%
			DECISION MEM	10 NOT REQUIRED		
Cancel entir	e order	Close Co	ntract	Contract Extension	(29 days)	Consent Only
Change bud	dget code from:			to:		
Increase/De	crease quantity from:	to	:			
Price shows	 :	sh	ould be:			
Docrosco ro	maining oncumbrance	Increase	encumbrance			
and close co	maining encumbrance ontract	and close		Decrease encu	mbrance	Increase encumbrance
			DECISION M	EMO REQUIRED		
Increase (gr	eater than 29 days) con	tract expiration	from: Sep 30,	2024 to: Sep 30, 2025		
Increase ≥ \$	$2,500.00$, or $\geq 10\%$, of c	urrent contract a	amount 🔲 Fun	nding Source		
OTHER - exp	lain below:		_		_	
DB	619	91 one Ext	May 6, 2024	LS Recommended for Approv		955-2066 May 6, 2024
Prepared By (Ini	tiais) Ph	one ext	Date		/ai (initiais) Phon	e Ext Date
			REVIEWED E	BY (Initials Only)		
Buyer		Dat	e	Procurement Officer		Date
Chief Financial (Officer			Chairman's Office		
 	os Over \$25,000)	Date	e	(Decision Memos Over \$2	25,000)	Date



Decision Memo

Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0002-24

Department Requisition #:

PO 6027

Requesting Department: Human Resources-WDD	Department Contact: Lisa Schvach
Contact Email: lschvach@worknetdupage.org	Contact Phone: (630) 955-2066
Vendor Name: Parents Alliance Employment Project	Vendor #: 11673

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

The action requested is an increase in the amount of \$123,925 and extend to 9/30/25 to the PAEP contract serving in-school youth in DuPage County. This increase will allow the contractor to continue to serve in-school youth in DuPage County with WIOA funding

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The Workforce Innovation and Opportunity Act (WIOA) provides funding for job training and employment services to residents of DuPage County. The monies utilized for the aforementioned grant are Federal dollars; DuPage County acts as the fiscal agent for the distribution of monies for WIOA program.

Strategic Impact

Economic Growth

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

The WIOA program is designed to assist DuPage County residents achieve self-sufficient employment in in-demand occupations.

Source Selection/Vetting Information - Describe method used to select source.

Request for Proposals were previously issued to secure the existing contracts for WIOA youth program in DuPage County.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

- 1) Extend Parents Alliance Employment Project (PAEP) contract.
- Seek new bids through a new RFP.

The recommendation is to extend the In-School Youth contract as Parents Alliance Employment Project has demonstrated success serving in-school-youth in DuPage County.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000-2840:

Financial Impact for FY2022 - \$ 20,689.34

Financial Impact for FY2023- 114,207.14

Financial Impact for FY2024- 118,439.26 (estimated) Financial Impact for FY2025- 118,439.26 (estimated)

Total contract amount - \$ 371,775.00



Required Vendor Ethics Disclosure Statement

Date:		
Dute.		100000
#:		

THE	Failure to co	amplete and retu	urn this form may	esult in dela	ay or cancellation of	the			Date:		
1,	Failure to complete and return this form may result in dela County's Contractual Obligation.				ay or carreemation of	Bid/	d/Contract/PO #:				
(Company Name: Pay	ents Allie	ance Envolor	ment pro	Company Contac	t: King	Hen	Shell	Resd.		
	Company Name: Pow Contact Phone: 6	30.69	7.8199	, ,	Contact Ema	il: Kshe	Hie	100	parent	15-211	Tance
								6	ı		
1. i	e DuPage County F Every contractor, union more individual contra- contributions made by member, county board or vendor shall update approval by the county lobbyists, agents, cons- contracting person, an	n, or vendor that cts with the cou such contractor I chairman, or co such disclosure board. For purp ultants, bond co	t is seeking or has a nty, shall provide t r, union, or vendor ountywide elected annually during the poses of this disclo- ounsel and underwi	oreviously o o Procurem within the c official who he term of a sure require riters couns	btained a contract, of ent Services Division current and previous se office the contract multi-year contract ement, "contractor of el, subcontractors a	change ord n a written s calendar y ct to be awa and prior to r vendor" in nd corpora	lers to o disclose year to a arded w o any ch ncludes te entiti	ne (1) or n ure of all p any incum vill benefit. nange orde owners, o ies under t	nore controllical car bent coun The controller or renev officers, ma	mpaign ty board ractor, unio wal requiri unagers,	on
X	NONE (check here)	- If no contribut	tions have been m	nade							
P	Recipient	Don		D	Description (e.g. cash ind services, etc.)	, type of ite	em, in-	Amount/	Value	Date Mad	le
					5						
						***************************************		L			
×	NONE (check here) - If no contacts have been made Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid Telephone Email										
t	30 dAnn	e is required, are formation chang ays prior to the ou ald disclosure fo	tract and possible on and I agree to updates, within five (5) of optional renewal of or multi-year contra	te this disc days of chan f any contra acts on the a	from future county losure form as folloge, or prior to count	contracts. ows: ty action, wontract	hicheve	er is soone	er	e not limite	ed to,
	The full text for the c http://www.dupageco			-		vailable at	:				
	I hereby acknowledg	e that I have re	ceived, have read	, and unde	rstand these requi	rements.					
	Authorized Signature		**	20							
	Printed Name	Kriste	in A.	She s	Field	u voi in					
1	Title	Execu	utive T	irect	OY						

Attach additional sheets if necessary. Sign each sheet and number each page. Page of (total number of pages)

Date



Economic Development Change Order with Resolution

421 N. COUNTY FARM ROAD WHEATON, IL 60187 www.dupagecounty.gov

File #: ED-CO-0003-24 Agenda Date: 5/21/2024 Agenda #: 7. C.

AMENDMENT TO COUNTY CONTRACT #6028-0001 SERV ISSUED TO PARENTS ALLIANCE EMPLOYMENT PROJECT TO PROVIDE YOUTH SERVICES FOR OUT-OF-SCHOOL YOUTH FOR THE WORKFORCE DEVELOPMENT DIVISION (INCREASE ENCUMBRANCE \$434,123, 68.34%)

WHEREAS, County Contract #6028-0001 SERV was approved by the Economic Development Committee on October 1, 2022; and

WHEREAS, the Economic Development Committee recommends changes as stated in the Change Order Notice to County Contract #6028-0001SERV, issued to Parents Alliance Employment Project, to provide Youth Services for out-of-school youth, for Workforce Development Division, and increase the contract by \$434,123 resulting in an amended contract total of \$1,069,409, an increase of 68.34%, and extend the contract through September 30, 2025.

NOW, THEREFORE BE IT RESOLVED, that the County Board adopt the Change Order Notice to County Contract #6028-0001 SERV, issued to Parents Alliance Employment Project, to provide Youth Services for out-of-school youth for Workforce Development Division, and increase the contract by \$434,123 resulting in an amended contract total of \$1,069,409, an increase of 68.34%, and extend the contract through September 30, 2025.

Enacted and approved this 28th day of May, 2024 at Whe	aton, Illinois.
-	DEBORAH A. CONROY, CHAIR
	DU PAGE COUNTY BOARD
Attest:	
JEA	N KACZMAREK, COUNTY CLERK



Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0003-24

Purchase Order	#: 6028-0001 SERV Original Order D	I Purchase Oct 1, 20 Pate:	O22 Chang	e Order #: 5	Department: Hu	uman Resour	ces/WDD			
Vendor Name: Parents Alliance Employment Project Vendor #: 11673 Dept Contact: Lisa Schvach/Jamie Brown										
Increase contract by \$434,123 and extend to 9/30/25 to continue services to youth-out of school in DuPage County. Line 5 - increase by \$434,123, for a new line amount of \$682,348.34 New contract amount will be \$1,069,409										
		IN ACCORDA	NCE WITH 72	0 ILCS 5/33E-9						
(A) Were not	reasonably foreseeable at the	e time the contract v	was signed.							
(B) The chang	(B) The change is germane to the original contract as signed.									
(C) Is in the b	est interest for the County of									
		INC	REASE/DECRI	EASE						
	ntract value						\$242,643.00			
B Net \$ chan	ge for previous Change Orde	ers					\$392,643.00			
C Current co	ntract amount (A + B)						\$635,286.00			
D Amount of	this Change Order		se Decre	ease			\$434,123.00			
E New contra	act amount (C + D)						\$1,069,409.00			
	current contract value this Ch					6	8.34%			
G Cumulative	e percent of all Change Order					34	40.73%			
		DECISION	I MEMO NOT	REQUIRED						
Cancel entire order Close Contract Contract Extension (29 days) Consent Only										
Change budget code from: to:										
Increase/Dec	rease quantity from:	to:								
Price shows:		should be: _								
Decrease remaining encumbrance and close contract Increase encumbrance and close contract Decrease encumbrance Increase encumbrance Increase encumbrance										
		DECISI	ON MEMO RE	QUIRED						
Increase (gre	ater than 29 days) contract e	xpiration from: \underline{S}	ep 30, 2024	to: <u>Sep 30, 2025</u>						
Increase ≥ \$2	2,500.00, or ≥ 10%, of current	contract amount	Funding Sou	rce						
OTHER - expl	OTHER - explain below:									
20	C101	M 6 20	24		630	055 2066				
Prepared By (Init	ials) 6191 Phone Ex	May 6, 202 t Date		mended for Appro		955-2066 ne Ext	May 6, 2024 Date			
Trepared by (IIIIe	idis) Thoric Ex				var (iriitiais) - i iioi	IC EXC	Date			
		REVIEV	WED BY (Initia	als Only)						
Buyer		Date	Procu	rement Officer		Date				
Chief Financial O	fficer		Chair	man's Office						
(Decision Memos		Date	(Deci	sion Memos Over \$	25,000)	Date	ة			



Decision Memo

Procurement Services Division

This form is required for all Professional Service Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: May 6, 2024
MinuteTraq (IQM2) ID #: ED-CO-0003-24

Department Requisition #: PO 6028

Requesting Department: Human Resources-WDD	Department Contact: Lisa Schvach
Contact Email: lschvach@worknetdupage.org	Contact Phone: (630) 955-2066
Vendor Name: Parents Alliance Employment Project	Vendor #: 11673

Action Requested - Identify the action to be taken and the total cost; for instance, approval of new contract, renew contract, increase contract, etc.

The action requested is an increase in the amount of \$434,123 and extend to 9/30/25 to the PAEP contract serving out-of-school youth in DuPage County. This increase will allow the contractor to continue to serve out-of-school youth in DuPage County with WIOA funding.

Summary Explanation/Background - Provide an executive summary of the action. Explain why it is necessary and what is to be accomplished.

The Workforce Innovation and Opportunity Act (WIOA) provides funding for job training and employment services to residents of DuPage County. The monies utilized for the aforementioned grant are Federal dollars; DuPage County acts as the fiscal agent for the distribution of monies for WIOA program.

Strategic Impact

Economic Growth

Select one of the five strategic imperatives in the County's Strategic Plan this action will most impact and provide a brief explanation.

The WIOA program is designed to assist DuPage County residents achieve self-sufficient employment in in-demand occupations.

Source Selection/Vetting Information - Describe method used to select source.

Request for Proposals were previously issued to secure the existing contracts for WIOA youth program in DuPage County.

Recommendations/Alternatives - Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request.

- 1) Extend Parents Alliance Employment Project (PAEP) contract.
- Seek new bids through a new RFP.

The recommendation is to extend the contract as Parents Alliance Employment Project has demonstrated success serving out-of-school-youth in DuPage County.

Fiscal Impact/Cost Summary - Include projected cost for each fiscal year, approved budget amount and account number, source of funds, and any future funding requirements along with any narrative.

This contract is grant-funded from Federal dollars thru WIOA Title 1 grant 5000-2840:

Financial Impact for FY2022 - \$ 45,896.07

Financial Impact for FY2023- 279,676.58

Financial Impact for FY2024- 371,918.17 (estimate) Financial Impact for FY2025- 371,918.18 (estimate)

Total contract amount - \$ 1,069,409



Required Vendor Ethics Disclosure Statement

Philips Court Press (1995) (1995)	
t/PO #:	0 0 00

2 March 12 March 2			form may recult in		y or cancellation of th	NO.			Date	1
	s Contractual		s form may result in	i dela	y or cancellation of th	ie	Bid/	Contract/P	O #:	
Company Name: P	avonts P	Hliance	Engloyment	-DVDI	Company Contact:	Vinst	en	Shear	fold	
Contact Phone:	630.	097.	8199	1 1	Company Contact: Contact Email:	Kshe	Afie	1200	aren	ts-alliance
								1		
The DuPage Count			1		T .					
Every contractor, u more individual con					otained a contract, cha ent Services Division a					
					urrent and previous c					
member, county bo	oard chairman	, or countyw	ide elected official	whos	se office the contract t	o be awar	ded w	ill benefit.	The cont	ractor, union
					multi-year contract an ment, "contractor or v					
					el, subcontractors and					
					tracting person has m					
NONE (check he	re) - If no con	tributions h	ave been made							
			ave been made	D	escription (e.g. cash, t	vne of iten	n in-		YARANIS A	Part of the same o
Recipient		Donor			nd services, etc.)	ype of item	,	Amount/V	'alue	Date Made
					B					
									10771030	
001 MIN N 10			5 00.01			or anno 1982 as	800		20 00	
					acts with the county s					
			closure with any ch		re or will be having co es that may occur.	midel with	Cour	ty officers o	or emplo	yees in relation to
١.					- 11.00-11.10 -7					
NONE (check he										
Lobbyists, Agent			all individuals who ers or employees in		Telephone		mail			
relation to the co		county office	is of employees in		relephone	Errian				
						3				
A contractor or yer	dor that know	vinaly violate	e those disclosure	roqui	rements is subject to	nonalties	which	may includ	la hut ar	e not limited to
					rom future county co		WINCII	may merae	ie, but an	e not minted to,
					osure form as follow ge, or prior to county a		ichov	or ic cooper		
			al renewal of any co			action, wii	ichev	er is sooner		
					nniversary of said con	tract				
• 1	With any requ	est for chang	e order except thos	se iss	ued by the county for	administr	ative	adjustment	S	
					ordinances are avai	ilable at:				
http://www.dupag	ecounty.gov/	government	/county_board/eth	ics a	t the county/					
I hereby acknowle	edge that I ha	ve received	, have read, and u	nder	stand these requirer	ments.				
Authorized Signatu	ıre									
	_									
Printed Name	Ki	sten	A. Sh	é s	Field					
Title	Exe	Cuth	A. Shi Je Dire	ct	OV					
Date			7024		•					

Attach additional sheets if necessary. Sign each sheet and number each page. Page ______ of _____ (total number of pages)