



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: 2/14/2025

MinuteTraq (IQM2) ID #: 25-0599

Department Requisition #: _____

Requesting Department: Human Resources-WDD	Department Contact: Lisa Schwach
Contact Email: Ischvach@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 a decrease in the amount of \$75,000 and extend to 9/30/25 to the Turning Pointe contract serving youth in DuPage County. This decrease will allow the funds to be expended in other programs that serve 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) Reduce Turning Pointe contract.
- 2) Seek new bids through a new RFP.

The recommendation is to reduce the contract as Turning Pointe is unable to expend all monies awarded in the original contract. The monies will be utilized to fund existing youth programming 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 -	\$ 8,654.62
Financial Impact for FY2024-	82,095.83
Financial Impact for FY2025-	62,831.55
Total contract amount	- \$ 153,582