

MEMORANDUM

TO: RuthAnne K. Hall, Purchasing Agent

FROM: Jennifer Serino, Workforce Development Director

DATE: August 24, 2023

SUBJECT: Sole Source Contact – North Chicago Community High School Career Pathways Program

Background

The purpose of the Workforce Innovation and Opportunity Act (WIOA), Public Law 113-128, is to strengthen the workforce development system through innovation in and alignment and improvement of employment, training, and education programs and promote economic growth. The Workforce Development Department is the grant recipient of the Workforce Innovation and Opportunity Act (WIOA) formula funds and special program funds.

In 2019, a WIOA grant funded contract was awarded to North Chicago Community High School to serve WIOA eligible in-school youth for a three-year term. North Chicago Community High School was the sole in-school youth program that was awarded grant funds through this process. Since July 1, 2020, North Chicago Community High School has exceeded the current agreement's performance standards. The success of the program is based on both matching the interest of the student with employers dedicated to mentoring youth from the community.

The scope of the contract includes career exploration and essential workplace readiness for the first semester of the school year to prepare for an onsite internship in the second half of the school year. Students receive up to \$1,500 based on completing program the program's elements. The success

For Program Year 2023, the Workforce Development Department has opted to work with partners on an individual basis rather than utilizing a formal request for proposal process as in previous years. Due to North Chicago Community High School being the sole in-school youth program provider and the success of the program; the Workforce Development seeks to establish a one-year sole source agreement with North Chicago Community High School in the amount of \$137,900.

Sole Source Procurement Request

In accordance with Article 33, Section 66 of the Lake County Purchasing Ordinance, a Bid exemption is appropriate if there is only one source for the required goods, service, or construction item. The funds will be coming from County's allocation of federal Workforce Innovation and Opportunity Act (WIOA) funds for the time frame July 1, 2023 to June 30, 2024.

