



Decision Memo

Procurement Services Division

This form is required for all Professional Service (3090) Contracts over \$25,000 and as otherwise required by the Procurement Review Checklist.

Date: Dec 19, 2016

MinuteTraq (IQM2) ID #: 8960

Department Requisition #: _____

Requesting Department: Community Services/Psychological Services	Department Contact: Dr. Diana Uchiyama
Contact Email: diana.uchiyama@dupageco.org	Contact Phone: 630-407-6340
Vendor Name: Family Shelter Service	Vendor #:

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

The Partner Abuse Program run through DuPage County Psychological Services requires an association with a victim service agency per the DHS state protocol. Family Shelter Services provides advocacy to victims and their children of domestic violence that includes follow up on police reported incidents of domestic violence, assistance in obtaining orders of protection, provide training to psychological services staff and their interns, in addition to collaborating with the DuPage County Family Center.

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

Since the Partner Abuse Program's inception in 1989, DuPage Psychological Services has partnered with Family Shelter Services to provide assistance to victims of domestic violence.

Strategic Impact

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

Family Shelter Services has a strong presence within DuPage County and long history of ensuring the safety of domestic violence victims and their children by providing temporary shelter, counseling, court advocacy and training. Family Shelter Services will provide assistance to victims in petitioning for orders of protection through the DuPage County Courts.

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

Family Shelter Services is the only full service domestic violence agency in DuPage County and has an office and presence in the DuPage County Judicial Office Facility as well.

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

It is recommended that the agreement with Family Shelter Services be continued. They have had a long term association with Psychological Services for over twenty years assisting with domestic violence victim safety. In addition they are the only victim service agency in DuPage County that offers a full spectrum of domestic violence victim services.

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.

1. Renew up to \$60,000 annual contract with Family Shelter Services
2. Non renewal of contract will reduce the ability on the part of Family Shelter Services to assist domestic violence victims with orders of protection, temporary emergency housing, follow up on police phone calls, and provide training to staff of Psychological Services.
3. To be budgeted from 1000-1630-53090 "Other Professional Services"