



Board Letter

**Agenda Date:** November 25, 2025

**Agenda #:** 6

Authorization to award and execute Professional Service Agreement for Youth Academic Support and Career Development.

Presenter: Mary Howard, Chief Administrative & Resident Services Officer

**Recommendation**

The Operating Chairman of the Chicago Housing Authority (“CHA”) recommends that the CHA Board of Commissioners (“Board”) approve the award of a contract to the below listed contractor: (i) for an approximate aggregate base contract value of \$3,350,076 for a two (2) year base term from February 15, 2026 through February 14, 2028; and (ii) three (3) one-year option terms for the total three (3) option years’ contract amount of \$5,225,339. The contract is to provide summer youth employment program services.

The Board further recommends the Operating Chairman approve each CHA request to exercise the three (3) option year terms awarded under the contract and re-allocate the contract values over the option year terms, as necessary.

The total contract amount for the base term and three (3) option terms is below.

|                               |
|-------------------------------|
| <b>Recommended Contractor</b> |
| After School Matters          |
| <b>Total: \$8,575,415</b>     |

The requested action complies in all material respects with all applicable federal, state, and local laws, and CHA policies. CHA staff has completed all necessary due diligence to support the submission of this initiative.

**Funding**

MTW Funds

**Background**

The Youth Academic Support and Career Development program (“Learn and Earn”) is one of CHA’s paid summer opportunities for CHA youth and provides access to meals, books, positive adult mentors, meaningful academic support and career development, and a sense of safety during the summer. The two (2) main goals of the program are: (i) to mitigate learning loss that occurs over the summer months which is more pronounced for youth from low-income families; and (ii) to introduce our young residents to a variety of career possibilities so they may begin to explore options as they transition to high school and start preparing for college.

Learn and Earn typically operates annually from late June through early August, offering academic support sessions focused on reviewing or improving academic skills in math, reading, and writing. The program also offers participants enrichment sessions that include career development activities, structured recreation or physical activities, arts, service learning, photography, theatre, and sports. The program is for youth ages 13-15.

### **Procurement Activities**

Specifications prepared by CHA staff were publicly advertised as Request for Proposal (“RFP”) Event 3283 for Learn & Earn Program May 14, 2025. A Pre-Proposal Conference was held on May 28, 2025, and ten (10) firms attended. Three (3) RFP proposals were received on June 18, 2025. The respondents to the RFP are in the table below:

| <b>Vendor Responses</b>           |
|-----------------------------------|
| After School Matters              |
| Centers for New Horizons          |
| Kleo Community Family Life Center |

There were five (5) no bid responses from: (i) Bright Star Community Outreach; (ii) CJP Appraisal Services, LLC; (iii) Dep Holdings, LLC; (iv) Environmental Testing Group; and (v) Weaver Consultants Group.

The recommended vendor was selected through a competitive procurement process in accordance with Federal Law 2 CFR §200.320. RFP responses were evaluated in the following areas:

- |   |           |
|---|-----------|
| 1. Approach and Work Plan                   | 60 points |
| 2. Experience and Past Performance          | 15 points |
| 3. Organization Structure and Key Personnel | 5 points  |
| 4. Contract Requirements                    | 10 points |
| 5. Proposed Fees                            | 10 points |

Final scores received from the Evaluation Committee were used to determine the competitive range. Oral presentations were waived, and best and final offers were completed. Based on the overall scoring, CHA staff recommends After School Matters, Inc., for the award to provide youth academic support, career development, and related services, as needed by CHA.

### **Contracting Requirements**

CHA staff reviewed the proposed vendor RFP and determined the vendor utilization plan meets with the CHA’s stated goals.

After School Matters, Inc. (“ASM”) will satisfy its 20% M/W/DBE requirements through indirect participation utilizing two (2) certified Women Business Enterprises (“WBE”). ASM will subcontract 16.03% of the contract fees to Allpoints Security and Detective, Inc., an African American, woman-owned firm certified by Cook County, which provides security services. An additional 4.08% will be subcontracted to Accurate Biometrics, Inc., a woman-owned firm certified as a WBE by the State of Illinois Commission on Equity and Inclusion, which provides fingerprinting services.

The Section 3 requirement is deemed satisfied since the program offers paid summer opportunities for CHA youth; however, ASM submitted an Other Economic Opportunity Plan with a commitment to recruit 32 Program Assistants with a minimum of 23 positions set aside for Section 3 hires. It is projected that the Section 3 hires will equal a minimum of 17,225 hours worked, which is valued at a minimum of \$334,730.

After School Matters has served as the Learn and Earn provider since 2020, and is the incumbent vendor for this solicitation. The term of the current contract expires in February 2026. ASM has a history of meeting CHA contract requirements through a combination of indirect subcontracting commitments and the use of full or partial waivers, as appropriate.

**Vendor Background Information**

Mary Ellen Caron, ASM Chief Executive Officer, has an office address at 66 East Randolph Street, Chicago, IL 60601. ASM is a non-profit organization. Founded in 1991 as gallery37, and later incorporated as After School Matters in 2001, it has served Chicago teens for over thirty (30) years. ASM provides out-of-school time program opportunities to up to 19,000 youth, annually. ASM provides programs in the Arts, Communications, Science, Sports and Technology with the goal of providing a safe and enriching experience for Chicago's underserved teens during the critical hours after school and the summer when they are likely to be unsupervised. Throughout its three decades of providing out-of-school time programs to Chicago youth, ASM has honed its expertise in providing positive youth development services. ASM provides high-quality, evidence-based, data-driven programming to some of the city's most vulnerable youth to narrow the opportunity gap and prepare participants for bright and successful futures. ASM works to ensure youth programming is inclusive and representative of the diversity of teen participants and their experiences by offering programs that incorporate a variety of cultures and traditions. ASM was founded on the core philosophy of equity for all Chicago teens. All programming is free for teens; there isn't a cost to participate. Teens have an opportunity to earn a stipend for program participation, as well. ASM programs are offered across almost every Chicago neighborhood in schools, parks, community centers, libraries, and community organizations.

Based on the foregoing, it is in the best interest of the CHA for the Board to authorize the Operating Chairman or his designee, to enter into a contract with After School Matters to provide Youth Academic Support and Career Development Services for an aggregate value not to exceed \$8,575,415.

Respectfully Submitted:



---

**Matthew Brewer**  
**Operating Chairman**



**Agenda #: 6**

**RESOLUTION NO. 2025-CHA-52**

**WHEREAS,** the Board of Commissioners of the Chicago Housing Authority has reviewed the Board Letter dated November 25, 2025, entitled "Authorization to award and execute Professional Service Agreement for Youth Academic Support and Career Development."

**THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS OF THE CHICAGO HOUSING AUTHORITY:**

**THAT,** the Board of Commissioners authorizes the Operating Chairman or his designee, to execute a professional services agreement with After School Matters, Inc. for Youth Academic and Career Development services. The Agreement shall have a two-year base term, with three one-year option terms for an aggregate value not to exceed \$8,575,415.



  
James Matanky  
Vice Chairman  
Chicago Housing Authority