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Executive Director: Procurement and Accounts Payable

Dr. Gabriella Duran Blakey
Superintendent

DATE: July 14, 2026

RFP NUMBER: 27-006 RR

RFP TITLE: Supplemental 1 – Out of School Time Activities

ADDENDUM NUMBER: 1

Question 1: For Tier 2, if qualified and awarded through this RFP, what then is the process for vendors to provide services at school sites?

Answer: Discussion with the OST Director regarding opportunities and timelines.

Question 2: For Tier 2, will the District assign vendors to school sites, or do sites select from a pool of vendors approved through this RFP?

Answer: The district will assign vendors. Principals will have a weighted consideration for final approvals.

Question 3: For Tier 2, how does enrollment and promotion work?

Answer: Enrollment of students will work in conjunction with the school web sites and other communications. Provider's review will be ongoing and when opportunities arise the best provider will be assigned additional sites.

Question 4: For Tier 2, do families choose their desired enrichment electives and sign up, is there a sign-up deadline before each program starts, and is there a min enrollment for class to be viable and run?

Answer: Yes, families will choose their desired enrichment programs. Yes, there is a deadline. Regarding enrollment for classes that would be the provider's option.

Question 5: For Tier 2, how many sites does a vendor typically serve in a school year, or how many sites have vendors served in past similar situations or RFPs?

Answer: From 1 - 23 sites.

Question 6: What is the typical class schedule and frequency for Tier 2 programs in terms of number of weeks per session, sessions per week, sessions per semester, and the like?

Answer: APS does not have a single start and end time. Link provides start and end times by school.

<https://www.aps.edu/schools/bell-schedules>

- i. APS has a need for OST providers Monday - Friday. Before & after bell schedules. Starting at 6:30 AM & ending at 6 PM. Split sessions per day approximately 5 hours.
- ii. APS school calendar for 2026/2027 see attached link:
<https://www.aps.edu/schools/school-calendars-and-grading-periods>

Question 7: For Tier 2, will services run through the duration of the school year, or are there quarterly or trimester sessions in which vendors enroll families?

Answer: Duration will be for the school year. We also have a need for holiday breaks (fall, winter, spring, summer). Enrolling families will be year-round.

Question 8: May the District share how many providers were approved under Tier 2 in the last procurement?

Answer: There were a total of 3 providers.

Question 9: Is there a required student to instructor ratio, and if so, what is it?

Answer: 3- & 4-year-old (1:12 with max group size 24) 5 years and older (1:15 with max group size 30)

Question 10: Can you explain the process for the Permit Compliance in which providers must obtain/maintain approved APS Facility?

Answer: APS uses Facilitron to manage APS sites. Provider would enter time prior to July 15th fall semester & October 15th for Spring Semester. Rooms being used must be approved by ECECD & the principal. The cost to use the facility is \$3.50 per hour per site (not rooms). Also have a \$2M active insurance policy uploaded into Facilitron at all times.

ACKNOWLEDGE ADDENDUM WITH SUBMITTED PROPOSAL:

Addenda not signed and returned may consider the RFP non-responsive and may be rejected.

COMPANY/FIRM NAME

SIGNATURE

DATE