

QUESTIONS AND ANSWERS RFP 050-KK10 ELIGIBILITY FOR OFFERING BEFORE AND/OR AFTER SCHOOL CHILDCARE ON-SITE SERVICES FOR ELEMENTARY SCHOOLS AND EXCEPTIONAL SCHOOL CHILDREN CENTERS

1. On page number 5, letter B under minimum eligibility, I would like to know what is acceptable as “proof of this experience” in addition to providing a letter from the school site where the services were provided.
 - An official letter with the contact information and enrollment numbers of the site you have listed as the place that you are or have done business with.
2. Would you like a list of students per site per year with the personal student information blocked out (to be in accordance with FERPA)?
 - No
3. Also, some school districts do not require a lease agreement. What documentation is acceptable in lieu of a lease agreement?
 - Official contract that shows that you are providing child care services at a particular site
4. Page 3, paragraph 6: Does the M-DCPS charge a lease fee for school facilities during non-school days?
 - M-DCPS does not charge a lease fee for school facilities to those outside agency after school care providers that are approved by the School Board to operate fee-based after school care programs.
 - M-DCPS buildings that are proposed to be closed during non-school days, planning days, recess days or holidays, due to energy conservation and/or for any other reason must be honored and adhered to by all approved outside agency providers.
5. Page 4, paragraph 5: Are there any other fees payable to the M-DCPS and / or individual schools during the school year other than the October operational expenses?
 - No.
6. Page 8, paragraph 1: What is considered “academic assistance” and is this a daily requirement?
 - Academic assistance refers to subject area tutorials that are applicable to individual student skills and/or student grade level.
7. Page 8, paragraph 1: Does the required snack have to meet any specific nutritional requirement? Is there a drink / juice requirement?
 - Yes, please adhere to the specific standards that have been delineated through the M-DCPS Department of Food and Nutrition.

Serve two (2) different components from the following list:

Milk, fluid	8 oz.
Meat, or meat alternate	1 oz.
Juice, fruit, or vegetable	3/4 cups
Bread and/or cereal or alternate	1 slice/3/4 cup

Fruit juice must be full strength.
Juice may not be served when milk is served as the only other component.
Yogurt (4 oz.) may be used as the meat/meal alternate.

8. Page 8, paragraph 1: Does M-DCPS offer “non-school day” and “camp” programs?
- Only when the principal agrees to this programming and only when the building has not been proposed to be closed due to energy conservation or for any other reason during the selected non-school days.
9. Page 8, paragraph 2: Is the provider allowed to offer additional “enrichment programs” such as tutoring, karate, and dance (possibly through sub-contractors) at an extra fee?
- Fee-based or non-fee based enrichment programs offered through approved outside agency after school care providers can only be utilized by students presently enrolled and participating in the after school care program and only between normal after school care hours.
 - Sub-contractors utilized by approved after care providers must be screened by the school site principal.
 - Sub-contractors utilized by approved after care providers are required to show proof that they are a not-for-profit organization
 - Sub-contractors utilized by approved after care providers are subject to the districts use of facility rental fees.
 - Sub-contractors utilized by approved after care providers are also subject to the completion of the following:
 1. Affiliating Agreement
 2. Jessica Lunsford Affidavit,
 3. Certificate of Liability
 4. Level 2 Screening
 5. Temporary Use of Facility Agreement
 6. Proof of Not-For-Profit
- all of the above which must be reviewed and approved by the school site principal, Regional Center superintendent, School Operations, Risk Management, and the School Board Attorney’s office.
10. Page 8, paragraph 5: What is “M-DCPS student insurance”? Is it simply “student accident insurance” which the provider can obtain from an insurer of their choice?
- M-DCPS student insurance is required to be purchased by all after school care students and is offered only through an insurance company that is contracted annually by the School Board to provide student insurance that is above and beyond the families’ private insurance.
11. Page 9, paragraph F: Once approved, is a provider assigned by the District to serve specific schools within the regional centers selected or do school Principals select the approved private provider of their choice? What is the typical presentation process for private providers who are interested in providing services to a specific school?
- Providers may be solicited by any principal, within any region, who wish to utilize their service.
 - Provider presentations may be designed through the discretion of the provider and may be as formal or informal as the provider deems necessary to secure an agreement with the school site principal.
12. School Calendar: Are school facilities available to providers on “Teacher Planning Day”, “Teacher Planning Day No Opt”, winter, spring and summer camps. If so, is there a lease fee?

- M-DCPS does not charge a lease fee for school facilities to those outside agency after school care providers that are approved by the School Board to run fee-based after school care programs.
 - M-DCPS buildings that are proposed to be closed during non-school days, planning days, recess days, or holidays, due to energy conservation and/or for any other reason must be honored and adhered to by all approved outside agency providers.
13. Our company currently operates 42 on site after school programs in Broward County – Do you want a confirmation letter from each principal, or a copy of each lease (there would be 42) or would an RFP approval letter from the Broward School District be enough? (pg 5 – Section B)
- Proposer must have a minimum of at least three years within the past five years of experience operating as a service provider of school-aged childcare for programs with a minimum of 5 sites and a minimum total enrollment of 500 students. Proposer must provide a letter from each site and proof of this experience. A copy of the current lease agreement or proof of ownership for each site must be provided.
14. Our company also runs 16 after school programs in Orange County, Florida. There are No leases just contracts – would that be enough or do we need to submit letters from principals too? (pg 5 – Section B)
- Proposer must have a minimum of at least three years within the past five years of experience operating as a service provider of school-aged childcare for programs with a minimum of 5 sites and a minimum total enrollment of 500 students. Proposer must provide a letter from each site and proof of this experience. A copy of the current lease agreement or proof of ownership for each site must be provided.
15. Our company also runs 9 after school programs in Collier County. We sign Work Authorizations for each school. Would a copy of each authorization be sufficient since there are no leases? (pg 5 – Section B)
- No, please use a minimum of the 5 sites that you will provide from the other counties that have lease agreements.
16. Which agency do you need to be licensed by? The county or the state? In other counties the state does not license after school programs that operate under an RFP. (pg 3 – Section 402.305)
- Employees that work directly with students must follow the Child Care licensing standards of the State of Florida. The facility does not have to be licensed; only the employees do. Please follow Florida State Statutes.
17. Is the registration fee determined by M-DCPS or does each provider determine their own? (pg 4 – first paragraph)
- Provider will determine their own registration fee.
18. Are field trip costs determined by M-DCPS or does each provider determine their own? (page 4 – first paragraph)
- Provider will determine their own field trip costs.
19. Are there any other fees that the provider is required to submit to M-DCPS beside the yearly fee due on October 15th? (page 4 – last paragraph)
- No

20. Is the provider required to have a daily rate or is it the provider's choice whether they have a weekly, bi-weekly or monthly rate? (page 4 – first paragraph)

- Provider will determine their own fee payment schedule.
- Daily drop-off service rate is not required.

21. On a no school day or during summer camp can we charge additional for attractions, transportation, etc.? (page 4 – first paragraph)

- Yes, separate fees may be collected as part of a field trip only or as part of an additional enhancement program.

22. We understand that we cannot exceed the amount charged by the M-DCPS-What are the hours of operation – for example 3-6, 2-6, etc.? (page 4 – first paragraph)

- After school care 2:00 p.m. to 6:00 p.m.
- Before school care 7:00 a.m. to 8:20 a.m.
- Story Hour care 2:00 p.m. to 3:00 p.m.
- All Day care 7:00 a.m. to 6:00 p.m.
- Summer Camp 7:00 a.m. to 6:00 p.m.

23. Our company carries a Student Accident Insurance Policy – Would that be acceptable? (page 8/9) – Operational Policies

- M-DCPS student insurance is required to be purchased by all after school care students and is offered only through an insurance company that is contracted annually by the School Board to provide student insurance that is above and beyond the families' private insurance or your company insurance.

24. What does Miami Dade accident insurance cost?

2009-2010 school year

- \$11.00 Grades K-6
- \$13.00 Grades 7-12

25. Is there a required scholarship plan for M-DCPS scholarships?

- Families that qualify may have their fees subsidized through Child Development Services (CDS)
- Families that qualify for free and reduced lunch status may have their fees reduced from \$8.00 to \$7.00 for the After School Care Program and from \$20.00 to \$18.00 for the All Day Care program.

26. Is there a list of schools with after school programs provided by service organizations and who provides services for schools in Regions 4 and 5?

Yes, please go to our website to see a list of all schools, regions and the type of provider that implements the after school program. ----- Communityed.dadeschools.net – [click on the Before & After School link](#)

DISTRICT OPERATED
M-DCPS - PO
M-DCPS - CS
M-DCPS – MSE

OUTSDIE AGENCY PROVIDER OPERATED

YMCA
FCAA
YWCA
CKL
CAW

27. Is it typical for a school to change from one service provider to another?
- No, it is not typical.
28. Are there any schools that, having previously run their own after school programs, are now looking to have an outside service provider?
- No, not at this time.
29. Do service providers select the schools or does Miami-Dade County select the schools that will be served?
- The school site principal has the option each year to run their own program or to select an outside agency.
30. Are before-school services required?
- Only if the school site principal requests before school care.
31. We have provided aftercare and tutoring for over 500 students. Can we apply for this RFP?
- Per the terms and conditions of the RFP, Paragraph VI, Minimum Eligibility B: Proposer must have a minimum of at least three years within the past five years of experience operating as a service provider of school-aged childcare for programs with a minimum of 5 sites and a minimum total enrollment of 500 students.
32. Page 7, paragraph B1b: With regards to child care personnel that work directly with students, what is the definition of “**state certified in child care**”? Are you referring to the State child care licensing requirements (age, h.s. diploma, fingerprinting / background check, etc.)
- Child Care Training is attained through the Department of Children and Families
 - Introductory Child Care Training (40 Hours)
 - Literacy Requirement (5 Hours)
 - In Service training (10 Hours) – each year
 - More information can be found at the following Fl. Dept. of Children and Families link:
- <http://www.dcf.state.fl.us/programs/childcare/pubs.shtml>
- Look for Fact Sheets
 - Click on Child Care Training Overview
33. Kindly advise if this certification refers to the Department of Children and Families training (i.e. 10/20 hrs).
- See response to question 32.