

Q: Why is this service going out to bid at this time?

A: Our district has decided to go out for bids at this time because consistent staffing has been a concern for our in-house program for some time now.

Q: What is the average daily attendance per site?

A: The attendance at each site ranges from 24-34 students (dependent upon staffing). We have Wait Lists for each site. This year we were only able to open 4 of our 5 school locations due to last minute changes in staffing.

Q: What is the preferred method of bid submittal?

A: The easiest form of bid submittal is likely email, however, you may also submit a hard copy to my office as well. stosta@share.wilsonsdsd.org or Attn: Stacey Stoudt, Assistant Superintendent, 2601 Grandview Blvd. West Lawn, PA 19609

Q: Are you able to tell us more about the age groups? We would like to know how many are 3, how many are 4, how many are Kindergarten, How many are 1st-3rd, and how many are 4th and up. If we can have this information per school, that would be very helpful.

A: We are not considering our Preschool Program at this time. The Before & After school program enrollments are: 34, 28, 25, 30 and 34, however the center with 34 was unable to open at the last minute due to staffing issues.

Q: There is no due time specified in the RFP. Many school district offices close early on Wednesday 11/22. Is there a time the RFP is due on Wednesday 11/22?

A: Offices close at 4:15 on November 22.

Q: Is the Non-Disclosure Agreement submitted with proposals, or afterward?

A: The Non-Disclosure Agreement is submitted with the proposal.

Q: Are you asking for the capability/capacity we have to serve students with our programming? If not, can you provide current enrollment numbers?

A: We are looking for the intended enrollment for your program at each school site if this is known. The Before & After school program current enrollments are: 34, 28, 25, 30 and 34, however the center with 34 was unable to open at the last minute due to staffing issues.

Q: Is there a timeline when organizations should schedule a tour?

A: The tour is not a precursor to your proposal submission, however, we have done some tours for other organizations that requested prior to submitting. The tour itself is based on your interest and could be done at any time prior to the awarding of a proposal.

Staffing

Q: What provisions will the District consider in the event staffing levels cannot be met to open all five locations?

A: It is the intention of the district to continue programming in all five schools since families have come to rely on the care environment for their children in each district elementary school building. You are free to propose what you will in your proposal document for consideration by our district committee and members of the Board of School Directors.

Q: Prior to accepting the award, will the proposer be able to review all current employee files to audit DHS staffing requirements?

A: Each of our staff has up-to-date DHS files kept in the Childcare office. Should your organization be the successful proposer, you can view all active staff files.

Q: Will the District negotiate the mandatory provisions of staff retention and rate of pay?

A: The district honors and values the current Childcare employees. The provisions within the RFP are intended to provide adequate compensation for staff based on the current pay rates and the loss of the PSERS benefit. Again, your organization is more than welcome to propose what you will in your proposal document for consideration by our district committee and members of the Board of School Directors.

Licensing Fee

Q: What methodology was used to determine the proposed Licensing Fee?

A: The district Finance Committee set the proposed fee in collaboration with our district solicitor. Consideration for custodial services and use of building products was reviewed in the establishment of this fee.

Q: Will there be a provision to set a not to exceed annual percentage increase?

A: There was no discussion by the Finance Committee of an annual percentage increase in the licensing fee.

Q: Is the Licensing Fee a negotiable provision?

A: As indicated above, your organization is welcome to propose what you will in your document for consideration by our district committee and members of the Board of School Directors.

Historical Data

Q: Can we have access to program enrollment data for School Year 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024?

A: Yes. 2018-2019 187, 2019-2020 181, 2020-2021 103, 2021-2022 138, 2022-2023 146 and 2023-2024 117 (excluding 34 from the center that was not able to open)

Q: Can we have access to program financial data for School Year 2018-2019, 2019-2020, 2020-2021, 2021-2022, 2022-2023, and 2023-2024?

A: Program fees revenue for school year:

	FYTD 2023-24	2022-23	2021-22	2020-21	2019-20	2018-19
TUITION INCOME	\$ 93,074.84	\$ 550,788.81	\$ 488,813.11	\$ 307,589.66	\$ 441,056.54	\$ 622,124.27
TITLE XX-CHILD CARE	\$ 17,423.74	\$ 112,135.07	\$ 41,390.62	\$ 28,982.81	\$ 57,599.83	\$ 41,512.76
REGISTRATION & OTHER FEES INCOME	\$ 2,642.50	\$ 10,695.00	\$ 9,965.00	\$ 7,950.00	\$ 9,640.00	\$ 10,830.00
TOTAL BEFORE & AFTER SCHOOL CHILD CARE FEES REVENUE	\$ 113,141.08	\$ 673,618.88	\$ 540,168.73	\$ 344,522.47	\$ 508,296.37	\$ 674,467.03

Schedules

Q: Please provide the current schedules of the proposed space by the District (ie: gymnasium) for sports, outside groups, etc. If the space is being used by other entities, what does the schedule look like for sharing the space.

A: The use of the cafeteria space is prioritized for the Before and After School Childcare program. When available, the gymnasium and outdoor spaces can be utilized at the program's discretion. Should space need to be shared for any reason, the building principal will provide information to the Childcare organization in advance, and a mutually agreeable revision to the use of space will be made. This is a rare occurrence, mostly applicable to the use of the gymnasium. A schedule for the use of the gym space can be shared through our facilities scheduler.

Q: Are the times of the program negotiable?

A: Families in the Wilson community have come to appreciate the times offered for care. These are currently 6:30 am-8:30 am and 3:30 pm-5:30 pm. Your organization is welcome to propose what you will in your proposal document for consideration by our district committee and members of the Board of School Directors.