

**GOVERNING BOARD AGENDA ITEM FORM  
AMPHITHEATER UNIFIED SCHOOL DISTRICT NO. 10**

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**DATE OF MEETING: JULY 1, 2010**

**TITLE: Award of Contract for Extended Learning and Child Care Services  
Based Upon Responses to Request for Proposal 09-0070**


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**BACKGROUND:** A Notice of Request for Proposals ("RFP") for Extended Learning and Child Care Services was issued on May 4, 2010 with a due date of May 27, 2010. The RFP was mailed to twenty-six vendors, area churches, community colleges, the YMCA, Vision Qwest, etc. who could, utilizing Amphitheater facilities, provide Extended Learning and Child Care Services. One response was received from Community Extension Programs, Inc. (CEP). Please see below the RFP evaluation criteria listed in order of importance. Responding vendors are selected based on their ability to provide the required services.

- Past experience of the vendor providing Extended Learning & Child Care Programs to school age children
- Capacity & capability of the provider to carry out the proposed programs
- Past record of performance in public school settings
- Ability to offer a range of programs that will meet the needs and interests of students from preschool through high school
- Ability to provide academic assistance to students
- Financial stability of the provider
- Ability to provide appropriate supervision which allows for quality opportunities as well as student safety
- Staff qualifications
- Program fees
- Provisions for financial assistance and/or scholarships

**RECOMMENDATION:** The Administration recommends the Governing Board make the determination that the award is reasonable and fair and that other vendors had a reasonable opportunity to respond. In addition the Administration recommends that the Governing Board award a contract to Community Extension Programs, Inc. based on their response to Request for Proposal 09-0070

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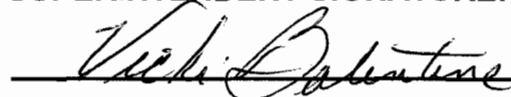
<b>INITIATOR:</b>		<b>Jaeger, Todd A., J.D. - Associate to the Superintendent; Legal Counsel 6/23/2010</b>
	<b>Signature</b>	<b>Name/Title</b>

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**ASSOCIATE SUPERINTENDENT  
SIGNATURE:**

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**SUPERINTENDENT SIGNATURE:**



## Vendor Information

Community Extension Programs, Inc. (CEP) is a non-profit corporation serving almost 2,000 children & youth annually by offering early child care & education and extended care for school age children and providing education, enrichment & credit bearing classes for youth in Pima County. CEP Programs at Amphitheater include before & after school, preschool & early learning centers, fall & spring semester intersession classes, community education, academic high school (summer school) classes and summer enrichment programs.

### Vendor Evaluation/Selection Criteria (numbers 1-11)

#### 1. Past experience of the vendor providing Extended Learning and Childcare Programs for school age children

CEP was incorporated in 1970 to provide support and services to the school community. Currently CEP serves 2,000 children & youth annually.

#### 2. Capacity and capability of the provider to carry out the proposed programs

Community Extension Programs, Inc. currently employs seventy full and part-time staff members. One hundred additional short-term instructors are employed during the summer months to provide instruction. Programs include:

- Before & After School
- Preschool Early Learning Centers
- Fall & Spring Intersession Classes
- Community Education/Specialized After School Programs
- Academic High School Summer Classes
- Summer Enrichment Programs

Eight Community Extension Programs Before & After School Programs earned NAA Accreditation in 2009. The Walker Early Learning Center received NAEYC Accreditation in June 2009. Copper Creek Early Learning Center will make its first application for accreditation this fall. CEP is collaborating this summer with ACHIEVE, an organization working with children & youth with developmental challenges, to implement a strong inclusion program for the Summers Are Fun & Educational, (SAFE) Program and for high school summer school classes .

#### 3. Past record of performance in public school settings

CEP has operated in a public school environment since 1970. CEP's growth is a direct result of the success of their programs in meeting the needs of students in public education. Before & After School Programs were provided at ten district schools this past year serving 645 children. Early Learning Centers at three district schools served 98 students during in 2009/10 school

year. All three Early Learning Centers follow NAEYC Accreditation Standards. Intersession Programs offered since 1993 provide full day extended learning opportunities for students in grades K-8. High school summer school has been available to Amphitheater Students since 1990 allowing students to earn extra credit towards graduation, take elective courses, etc. During the summer of 2009 seven hundred students were enrolled in summer school classes.

4. Ability to offer a range of programs that meet the needs and interests of students from preschool through high school

In addition to the Before and After School, Early Learning Centers, Intersession and High School Summer School classes listed above CEP offers the SAFE Program, Summers Are Fun and Educational, providing full day school opportunities to include academic, enrichment & recreational programs. Community Education Programs includes classes in chess, golf, tennis, dance, drama, etc. and are provided after school and on vacation day time slots. Over three hundred students participated in Community Education classes during the 2009/10 school year.

5. Availability of programs to provide academic assistance to students

CEP offers intersession programs providing academic acceleration and remediation. Summer school high school classes allow students to receive extra credit for graduation, make up failed classes, or work to early graduation.

6. Financial stability of the provider

CEP has provided the District Statements of Financial Position as of December 31, 2009 which have been reviewed and accepted by the Administration.

7. Ability to Provide Supervision for Quality Opportunities and Safety

The school age programs, Before & After School, Summer School and the Early Learning Centers are licensed by the Arizona Department of Health Services to include employee screening, immunizations, TB skin tests, fingerprinting & criminal records check. Instructors are required to have First Aid and CPR certification.

8. Staff Qualifications

All CEP Staff working in the Before & After School Programs and in the Early Learning Centers are required to complete eighteen hours of professional development training annually specific to Early Childhood Development and/or School Age Programs. This eighteen hour requirement meets the revised DHS Child Care Licensing Standards.

New employees receive orientation to the Early Learning Centers and/or School Age Programs and training in the licensing requirements of the Department of Health Service. In addition CEP provides employees with program specific professional development opportunities to enhance and enrich their work with children, youth & families. All Early Learning Center Program Directors have a BA or BS Degree. In 2009 eight programs received National After School Accreditation assuring excellence in CEP Programs serving school age children and youth.

## 9. Program Fees

### Early Learning Centers – Registration \$65 per Family

Walker School 12 Month Program 7:00 a.m. - 6:00 p.m. M-F

\$515 Monthly (5 days), \$340 Monthly (3 days), \$225 Monthly (2 days)

Copper Creek & Donaldson 8:00 a.m. - 2:30 p.m. M-F

\$490 Monthly (5 days), \$325 Monthly (3 days), \$245 Monthly (2 days)

### Before & After School Programs Kinder-12 yrs. – Registration \$65 per Family

Copper Creek, Coronado, Donaldson, Harelson, Holaway,  
Mesa Verde, Painted Sky, Rio Vista, Walker & Wilson

#### Before School Only

\$100 Monthly (5 days), \$65 Monthly (3 days), \$50 Monthly (2 days)

#### After School Only

\$220 Monthly (5 days), \$140 Monthly (3 days), \$100 Monthly (2 days)

#### Before & After School

\$255 Monthly (5 days), \$160 Monthly (3 days), \$115 Monthly (2 days)

#### Early Out Days Only

\$75 Monthly

### Summer School Age Program Kinder/12 yrs. Registration \$30 New Families Only

Harelson Painted Sky, Rio Vista, Walker & Mesa Verde

\$140 Weekly (includes all field trips)

\$120 Last Week of Summer

SAFE (Summers Are Fun & Educational) Kinder/12 yrs. – Registration \$15 (per student)

\$50 Per Class

High School Summer School – Registration \$20

\$120 Per Course/Semester

#### 10. Provisions of Financial Assistance and/or scholarships

Early Learning Centers (\$15,000.00)

CEP has a Scholarship / Financial Assistance Program for Early Learning Centers (Copper Creek, Donaldson & Walker Schools) to assist families with the cost of enrolling one or more of their children.

School Age Programs (\$10,000.00)

CEP has a Scholarship / Financial Assistance Program for School Age Programs (Copper Creek, Donaldson, Painted Sky & Wilson Schools) to assist families with the cost of enrolling one or more of their children.

City of Tucson Grant Funding (\$26,512.00)

CEP has grant funding from the City of Tucson to provide financial assistance for Before & After School Programs and Summer Programs at Holaway and Rio Vista

Pima County Grant Funding (\$61,750.00)

CEP has grant funding from Pima County to provide financial assistance for Before & After School Programs at Coronado K-8, Harelson, Mesa Verde and Walker Schools

#### 11. Cost Impact to the District

1. CEP provided \$63,605.00 in rental fees in the 2009 calendar year and \$51,125.00 in reimbursement for Food Service, Graphics & Printing and Transportation expenses.

#### Award Recommendation

Based on the above information provided by CEP the Administration recommends Community Extension Programs, Inc. be awarded a contract to provide Extended Learning & Child Care Services at Amphitheater Schools.