

**REQUEST FOR EXPRESSION OF INTEREST FOR  
CHILDREN’S DAYCARE OPERATION  
3141 10<sup>TH</sup> ST. N. and 1915 N. UHLE ST.**

**PURPOSE OF REQUEST FOR EXPRESSION OF INTEREST**

Arlington County (the “County”) is seeking parties interested in building out and operating daycare facilities at 3141 10<sup>th</sup> St. N. and 1915 N. Uhle St. in Arlington dedicated for shared use between Arlington County Government staff and the general public.

**INTRODUCTION**

The County desires to ensure the convenient availability of daycare for the children of County staff and is contemplating using a facility located at 3141 10<sup>th</sup> St. N. for that purpose. A substantial investment is required to convert the building to daycare use. The County can fund only part of the cost. The County seeks a qualified nonprofit to complete the build-out and operate the space.

In addition, the County currently has a daycare facility for the children of County staff known as the Arlington Children’s Center located in Arlington at 1915 N. Uhle St. This facility currently operates as a childcare facility but needs some retrofitting work to update the facility. The County also seeks a qualified nonprofit to perform this work and operate the space starting in September 2021.

**BACKGROUND**

The Arlington Children’s Center is too small to accommodate demand. The County desires to convert a building located at 3141 10<sup>th</sup> St. N. to daycare use for shared use between Arlington County Government staff and the general public. The new building would be operated in addition to the Arlington Children’s Center.

The building at 3141 10<sup>th</sup> St. N. contains approximately 4,500 square feet of space. It requires substantial renovation for daycare use. The building at 1915 N. Uhle Street has approximately 3,400 square feet and requires renovation that can only occur when the building is vacant. The County will pay for some of the renovation but anticipates (without representation or warranty) that the contractor will need to provide additional funds to complete the build-out of both facilities. The County will consider a lease for one or both of these spaces.

The daycare operation must serve children between the ages of 8 weeks and 5 years, with priority going to the children of County employees. Slots for which there is no County staff demand may be offered to the public.

The County will need the right to terminate any lease or service contract early if either site is redeveloped, but will pay a termination fee.

**PRE-SUBMITTAL SITE INSPECTIONS**

Respondents may request site inspections in advance of submitting their responses.

**CONTENTS OF SUBMITTALS**

Submissions should contain the following information, organized as set forth below.

**Cover Page**

- Respondent’s name and address.
- Name and address of any project partners.
- The name, telephone number, and e-mail address of a contact person.

**Description of Proposed Use**

- Educational program details.
- Proposed staff-to-child ratios and group sizes for each of the following age groups: birth up to 2 years; 2 years; 3-4 years; and 5 years. At a minimum, the staff-to-child ratios and group sizes must meet the standards set forth in section 52-38 of Chapter 52 of the Arlington County Code.
- Proposed operating days and hours.
- Proposed accreditation(s) and/or Virginia Quality rating, if any.
- Nutritional, health and wellness standards.
- Safety and security standards.
- Capacity to serve children with special needs.
- Capacity to, or willingness to, accept child care subsidies of any sort
- Other information considered relevant by respondent.

**Financial and Planning Information**

- Build-out description.
- Proposed timeline for the start and completion of design and construction and the commencement of operations.
- Source of funds for build-out, operating costs, and rent.
- Proposed contract term.
- Proposed rent schedule.
- Proposed tuition schedule.
- Proposed early termination fee schedule based on date of termination.
- Other information considered relevant by respondent.

**Existing Daycare Operations**

- Provide reasonably-detailed description of respondent’s existing day-care operations.
- State the accreditation(s) and/or Virginia Quality rating, if any, for each facility.

**Proposed Legal Relationship**

- Identify proposed legal relationship with County (lease, license, service contract).

**REQUEST FOR EXPRESSION OF INTEREST INSTRUCTIONS**

Respondents should submit their ideas in a submittal no more than ten pages in length. Place the submittal in a sealed envelope and deliver it by no later than **5:00 p.m. Eastern Time on Monday, April 13, 2020** to:

**Arlington County Human Resources**  
2100 Clarendon Blvd, Suite 511  
Arlington, VA 22201  
Attn: Tamara Galliani

Or by email to: [tgalliani@arlingtonva.us](mailto:tgalliani@arlingtonva.us)

All documents submitted in relation to this RFEI shall become the property of the County and subject to disclosure under the Virginia Freedom of Information Act.

**Conditions and Limitations**

This RFEI does not represent a commitment or an offer by the County to enter into an agreement with the respondent, or to pay money or costs incurred by a respondent or other interested party in the preparation of a response to this RFEI. The County is not obligated to return or respond to any submission.

#### **ADDITIONAL INFORMATION**

All inquiries relating to this RFEI shall be submitted in writing via email to Tamara Galliani, [tgalliani@arlingtonva.us](mailto:tgalliani@arlingtonva.us), Arlington County Department of Human Resources. Include in the email message the submitter's name, title, business name, address, and daytime telephone number.

In addition to this RFEI, the County is seeking parties interested in the 3141 10<sup>th</sup> St. N. and 1915 N. Uhle St. daycare facility through an informal process involving reaching out to daycare providers and other means. If you wish to pursue the informal process, please contact Doug Raiden at (703) 228-3416 or [draiden@arlingtonva.us](mailto:draiden@arlingtonva.us).

**The County reserves the right to reject any and all responses, to cancel this RFEI, and to waive any informalities or irregularities in procedure.**