

GREEN DOT PUBLIC SCHOOLS
RFP TITLE: GREEN DOT PUBLIC SCHOOLS
EXPANDED LEARNING PROGRAMS AT ÁNIMO ELLEN OCHOA CHARTER MIDDLE SCHOOL
RFP#: FY27-008 ELP ASES AEO
DATE OF ISSUANCE: MONDAY MAY 11, 2026

Please submit all proposals electronically to:

David Nunez, Coordinator of Expanded Learning and Athletics Programs
Green Dot Public Schools
david.nunez@greendot.org

And

Edison Palacios, Expanded Learning Programs Specialist
Green Dot Public Schools
edison.palacios@greendot.org

Bid Due Date: Friday June 12, 2026, at 5:00 PM, PT

Administrative and General Information

School Information: Green Dot Public Schools (“GDPS”) is a California nonprofit public benefit organization based in Los Angeles, CA operating a total of 17 public middle schools and high schools in California, which includes **Ánimo Ellen Ochoa Charter Middle School (“Ánimo Ochoa”)** located at 4360 Dozier St, Los Angeles, CA 90022. GDPS’s mission is to help transform public education so ALL students graduate prepared for college, leadership and life.

Purpose: The mission of Green Dot Public Schools’ Expanded Learning Programs is to expose students to opportunities outside of the classroom that will support development of the skills needed to succeed in college, leadership, and life.

GDPS seeks proposals from qualified respondents (the “Proposers”) interested in providing comprehensive expanded learning programs at **Ánimo Ellen Ochoa Charter Middle School** as described in this Request for Proposals (“RFP”), pursuant to the After School Education and Safety fund. The purpose of the grant program is to provide literacy, academic enrichment and safe constructive alternatives for students in sixth through eighth grade, outside of the regular school day, for local educational agencies, such as **Ánimo Ellen Ochoa Charter Middle School**. Contractor shall provide comprehensive afterschool programming everyday school is in session, provide enrichment programming compliant with all After School Education and Safety (ASES) and support Expanded Learning Opportunities Programs (ELO-P) grant and guidelines. Contractor must supply and pay for all labor, supervision, equipment, supplies and materials, vehicles, maintenance, and insurance necessary to deliver the Services.

Expanded learning programs and services provided to students must be equitable, secular, neutral, and non-ideological.

Contract Period: This proposal addresses the contract period July 1, 2026, through June 30, 2027, with up to two (2) one-year extensions. The contract period shall not exceed three years. GDPS maintains the right, at its sole discretion and for any reason, to call for a new RFP at any time.

Proposal Authorities, Restrictions, and Clauses

GDPS Authorities and Options

- GDPS reserves the right to reject any and all proposals for any reason.
- GDPS reserves the right to negotiate any and all proposals for any reason.
- GDPS has 30 days from the submission deadline to accept a submitted proposal; the Proposer cannot withdraw a proposal within that 30-day period without mutual consent from GDPS.
- Subsequent to GDPS's acceptance of a submitted proposal, final terms and conditions will be negotiated, and finalized via a formal contract, between the Proposer and GDPS.

RFP Timeline

- Release date: Monday May 11, 2026
- Questions from Proposer due: Monday May 18, 2026
- Questions Answered by: Friday May 25, 2026
- RFP Closing date: Friday June 12, 2026
- Evaluation and accepted by: June 15 - June 26, 2026

Proposer Requirements/Scope of Services

Staffing: The Proposer agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation or preference, gender identity and expression, national origin, ethnicity, age, disability, marital status, military service status, genetic information, or any other protected classification. The Proposer will ensure that all employees involved in their services receive Department of Justice and Tuberculosis clearance prior to commencing with providing services to GDPS. The successful Proposer will provide to GDPS: GDPS's Criminal Background Check and Tuberculosis Vendor Certification Form, which will list each employee verifying that they have Department of Justice clearance and list their Tuberculosis expiration date, at the Proposer's expense. The Proposer will, at the request of the Chief Executive Officer, Chief Business Officer, and/or Director of Security,

immediately remove from providing services to GDPS any person who, in the opinion of GDPS, has been conducting himself or herself improperly. The Proposer will not permit a person so removed to return to any GDPS location unless prior written consent is provided by GDPS.

Assignments: The Proposer will not make any assignments or subcontract for the work without prior written permission from GDPS.

Legal: The Proposer must fulfill all obligations in compliance with all applicable federal and State of California (or other legislative bodies of appropriate jurisdiction) laws and regulations, by the. The Proposer must promptly notify GDPS concerning any litigation or claims filed with any federal or California State agency involving the Proposer or its parent or subsidiary companies.

Insurance: Proposer must indemnify and provide insurance coverage that will minimize GDPS's exposure:

- Worker's Compensation/Employer's Liability insurance to cover bodily accidents in the amount of not less than \$1,000,000 per accident.
- Comprehensive General Liability insurance in the form of comprehensive, contractual insurance, personal injury, broad-form property damage, premises operations, and completed operations in an amount of not less than \$1,000,000 per occurrence and \$3,000,000 aggregate.
- Automobile Liability and Physical Damage insurance for an amount of not less than \$5,000,000 minimum for each bodily injury and property damage combined, single limits, and extensions of comprehensive coverage for all leased, owned and hired vehicles.
- Proposer must name GDPS as an "additional insured" on all such policies, with the cost of this to be borne by Proposer. Copies of Certificates of Insurance listing GDPS as "additional insured" must be provided to GDPS prior to commencement of services and kept up-to-date.

Pricing: All costs associated with this service must be enumerated in the submitted proposal. Any additional costs will not be honored. Attachment A must be filled out IN FULL. Any level of service that the Proposer does not wish to provide must be indicated with **N/A**. For any service that the Proposer includes in a price on another line, please indicate such with **INC (for "Included in the price")** and reference the applicable line.

Invoices and Payments: GDPS's standard payment terms are **net 30** days after receipt of an accurate invoice. Invoices may be sent no more frequently than once per month. Invoices shall be submitted to GDPS within the first seven days of each month. Separate invoices shall be generated for each school.

In the event the Proposer presents GDPS with invoices, statements, reports, etc. that are incomplete, or inaccurate, GDPS may be required to perform substantial research which could

result in delay of payment. GDPS will not be responsible for any interest charges and/or late fees as a result of delayed payment due to time delays caused by inadequate, incomplete, or inaccurate information provided in invoices or statements by the Proposer.

Reporting: Proposer must submit an annual budget with a narrative to support expenditures, monthly or quarterly invoices, general ledger or financial activity report upon request. Upon GDPS's request, Proposer must provide access to its program and fiscal records for audits, and any state or federal site visits. The fiscal data, including attendance data, expenditure data, evaluation data, and any additional requested data submitted by Proposer must be accurate and provided to the grantee in a timely manner.

Contract Type: The preferred contract type to be awarded is a fee per hour contract.

Miscellaneous: Proposer must demonstrate a track record of success in the relevant industry, provide references, and have sound business practices that show fiscal responsibility.

SCOPE OF SERVICES

The purpose of this specification is to define the expanded learning program service requirements for Ánimo Ochoa. The work covered in these specifications includes a comprehensive expanded learning program operating outside of the school day. Programs must run after school everyday school is in session as well as support Expanded Learning Opportunities Program (ELO-P) funded program on non-school days.

The expanded learning program should follow all guidelines for an After School Education and Safety (ASES) and Expanded Learning Opportunities Program (ELO-P) funded program and satisfy the requirements set forth by the California Department of Education Expanded Learning Division. Providers should use the California Department of Education's (CDE) Federal Program Monitoring (FPM) Instrument as their guide to ensure successful program operation. Programs are expected to meet attendance goals based on targets set by the California Department of Education.

The program must provide the following components on a daily basis:

Program Elements:

- Academic Support: activities utilize GDPS's identified Core Subjects (i.e., Math, English, Reading, Science, etc.) to help students meet state and local academic standards.
- Educational Enrichment: activities utilize GDPS's identified Core Subjects to provide activities that are designed to reinforce and complement the regular academic program. Through disguised learning/scaffolding of subjects, Project Based learning, students participate in activities such as (but not limited to) Music, Art, Theatre, Dancing, Leadership, Cooking, Physical Education/Recreational, Science and Technology.
- Physical Education/Nutrition: GDPS expects Community Based Organizations (CBOs) operating under the grant(s) to offer a physical education/recreational activity daily.
- Program is expected to participate in Green Dot Expanded Learning Program's school year-long Mas Animo campaign. The Mas Animo campaign is centered around four cornerstone clubs (After School Leadership Council, Leaders Looking Out, Bilinguals Forging Fellowship and the Rainbow Initiative) and org-wide events including Lights On Afterschool, Season of Service, the Great Letter Games, and the Animo Cup. Proposer will need to ensure each program participates by recruiting participants and coaches, providing supplies and materials needed, as well as covering the cost of transportation, food and venue fees.

Program Staffing:

- Program should have a dedicated Site Coordinator on campus daily.

- Program should maintain a student-to-staff member ratio of no more than 20:1.
- The Average Daily Attendance expected at **Ánimo Ochoa** is 111.

Program logistics and operations:

- Program must operate every day school is in session and begin immediately at the conclusion of the school day. Programs must operate at least until 6:00 P.M. Programs must meet the 15 hours of service per week as outlined in the ASES grant.
- Proposer must have data collection systems in place to provide any and all program information and data requested by Green Dot.
- Program staff are responsible for ordering snacks for program participants and submitting a monthly report to GDPS.
- **Proposer must provide programming support for non-instructional school days as needed by Animo Ochoa.**

Proposal Requirements

Carefully read all instructions, requirements, and specifications. Fill out all sections completely.

Proposals shall be submitted via email to david.nunez@greendot.org and edison.palacios@greendot.org by 5:00 pm PT on June 12, 2026. It is recommended that your submission be sent sufficiently in advance of the deadline in case of server delays. Late responses will not be accepted.

Please submit the following documents as part of your proposal:

1. Executive Summary detailing qualifications (2 page Maximum)
2. Company Overview/Fiscal Responsibility Summary
 - a. Experience in the education industry and in Los Angeles County, CA
 - b. Organization chart
 - c. Copies of Licenses and Certifications (including, but not limited to, license to conduct business in the state)
 - d. Liability Insurance Certificate and W-9
3. General Organization Policies and Procedures
 - a. Employee sourcing, screening, and hiring procedures
 - b. Frequency and type of background checks performed
 - c. Management/supervision structure
 - d. Staff training/professional development program
 - e. Safety and security program
4. Performance History & Preparedness for GDPS
 - a. Proposer's references (3 minimum from other school districts, where possible)
 - b. Summary of ability to take on the additional workload expected by the Proposer
 - c. How Proposer plans to monitor, measure, and communicate service quality
 - d. Contingency/coverage plan for expected and unexpected absences or staff turnover
 - e. Other methods for ensuring high-quality service
5. Implementation Plan for GDPS
 - a. Employee recruiting and/or existing staff transition plan
 - b. Training/on-boarding plan
 - c. Proposed implementation timeline
6. Financial Statements Information
 - a. Provide a complete balance sheet or annual report (verified by a certified public accountant, if applicable) for the last three years of operation.
7. Cost/Pricing Proposal – Attachment A

8. Contact Information – Attachment B
9. Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification – Attachment C
10. Green Dot Instructional Calendar SY2026-2027 – Attachment D
11. Checklist of Required Elements – Attachment E

Public Disclosure Notice

Proposer acknowledges that their proposal and any related records may be subject to disclosure under the California Public Records Act. Nothing in this RFP (or otherwise) shall be construed to limit or prevent compliance with the Public Records Act or any other applicable law requiring disclosure of public records.

Evaluation Criteria

Evaluation: A variety of weighted criteria, given below, will be considered in evaluating the proposals. This evaluation will be made based on information provided within the Proposal, by the Proposer during the RFP process or negotiations, or obtained through outside sources including news articles, press releases, client references, industry references, vendors, and any other source.

- **Price (30%):** Proposer offers the requested services at a competitive price, and all of the necessary factors that contribute to the price are accounted for.
- **Service Capability Plan (20%):** Proposer has the staffing and resources necessary to complete the service required and a plan to deliver high-quality service.
- **Performance History and Reputation (30%):** Proposer has a demonstrated track record of success in the industry and/or in Los Angeles, CA and provides positive references.
- **Organizational Policies and Procedures (10%):** Proposer provides resumes, operations manuals, and/or other documentation that verifies personnel, policies, and procedures that support staff development and outline expectations for experience, training, safety adherence, and professional conduct.
- **Financial Stability (10%):** Proposer provides requested information to show fiscal responsibility and sound business practice.

**Attachment A
Cost/Pricing Proposal**

Proposal Pricing

Proposers must use the chart below to indicate how funding will be used to implement and maintain the expanded learning program. Proposed rates are to include ALL operating costs and services specified in Attachment A.

ELO-P Daily Rate Requirement:

In addition to completing Attachment A, Proposer must clearly identify and justify the proposed daily rate for Expanded Learning Opportunities Program (ELO-P) support on non-school days. The submission must include a brief narrative describing what is included in the daily rate (e.g., staffing, materials, enrichment activities, administrative costs, and any additional services). Proposer should also specify any assumptions regarding hours of operation, staffing ratios, and scope of services covered under the daily rate.

1.

Daily Expanded Learning Program	
Budget	
Indirect costs	
Management/Leadership	
Site Coordinator	
Site Staff	
Taxes and benefits	
Direct Service (e.g. supplies etc.)	
Other/Special (specify)	
Total	

2.

ELO-P Support for non-school days (daily rate)	
Budget	
Indirect costs	
Management/Leadership	
Site Coordinator	
Site Staff	
Taxes and benefits	
Direct Service (e.g. supplies etc.)	

Other/Special (specify)	
Total	

Attachment B

Contact Information

Primary Contact Name Primary Contact Phone Number Primary Contact Email Address	
Company Legal Name Company Address Company Phone Number	

Company Website	
Year Company Founded	
Years' Operating in California	
Number of Clients	
Number of Employees	

Authorized Representative Name	
Authorized Representative Signature	

Attachment C

Proposer Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification

Charter schools are required to comply with all applicable state and federal legal requirements, including but not limited to, criminal background clearances and fingerprinting requirements and TB risk assessment/clearance and credentialing requirements. (Ed. Code, §§ 45125.1 et seq., 49406, and 47605(l).) For each returning and new contracting entities/independent contractor (“vendors”), the charter school is responsible for ensuring annually that vendors provide signed certification to the charter school that all applicable requirements are met, prior to the provision of school site services and/or any contact with students, for the current school year.

Directions: This *Proposer Certification of Criminal Background Clearance, Tuberculosis Clearance, and Credential Verification* form must be completed annually prior to providing school site services by all returning and new vendors providing services to the charter school whose employees may have contact (physical, verbal, or virtual) with students. As part of its certification, each vendor must provide (on the certification form or an attachment to the certification form) a complete and detailed list of all vendor employees covered by the certification. In the event that any new employee(s) of the vendor will provide any service(s) to the charter school after the initial annual submission of the vendor certification form, charter school must obtain an updated vendor certification form along with a complete and detailed list of all vendor employees covered by the certification prior to those new employees providing services to the charter school.

The California fingerprint and criminal background clearance, TB risk assessment/clearance requirements, and credentialing requirements are set forth in Education Code sections 45125.1 et seq., 49406, and 47605(l)

GREEN DOT PUBLIC SCHOOLS (“CHARTER SCHOOL”) and the Proposer [CONTRACTOR BUSINESS NAME] (“VENDOR”) entered into an agreement/contract (Number _____) outlining the terms and conditions for the provision of school site services provided to the CHARTER SCHOOL.

Description of the school site services provided to the CHARTER SCHOOL:
[INSERT DESCRIPTION]

Select one of the following:

- This is the initial annual certification submission for this current school year.

- This is an update to the initial annual submission for this current school year.

PLEASE CHECK ALL APPROPRIATE BOXES AND SIGN BELOW.

CLEARANCE AND CREDENTIAL REQUIREMENTS SATISFIED:

- A. The VENDOR hereby certifies to the CHARTER SCHOOL’s Governing Board that it has completed the criminal background check requirements of Education Code section 45125.1, that it has determined that none of its employees that may come into contact with CHARTER SCHOOL students has been convicted of a violent felony listed in Penal Code Section 667.5(c) or a serious felony listed in Penal Code Section 1192.7(c), and that the VENDOR requests and receives subsequent arrest notifications for all such employees from the California Department of Justice to ensure ongoing safety of students.

- B. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all employees who may have frequent or prolonged contact with students have undergone a risk assessment and/or been examined and determined to be free of active tuberculosis as required in Education Code section 49406. VENDOR requires all new employees to provide VENDOR with certificate of tuberculosis clearance dated within the 60 days prior to initial employment. VENDOR maintains current TB clearances for all such employees

- C. The VENDOR hereby certifies to the CHARTER SCHOOL Governing Board that it has required and verified that all VENDOR employees whose assignment at the CHARTER SCHOOL requires a teaching or substitute credential or license holds a current, valid credential or license appropriate for the assignment as required by Education Code section 47605(l)

List below, or attach, the name and other information for each vendor employee for whom VENDOR has successfully completed the requisite fingerprinting and criminal background check, TB risk assessment/clearance, and credential verification (if applicable), in accordance with the provisions above.

Name of Employee	Date of Criminal Background Clearance Determination	TB Expiration Date	Credential(s) Type and Expiration Date(s)
<i>John Example</i>	<i>07/23/2020</i>	<i>07/23/2024</i>	<i>MSTC 07/01/2020</i>

CERTIFICATION OF INAPPLICABILITY OF CLEARANCE REQUIREMENTS:

- D. The VENDOR hereby certifies that the Department of

Justice (DOJ) fingerprint and criminal background clearance requirements are NOT applicable to the VENDOR and its employees for the following reason(s) permitted by Education Code section 45125.1 et seq.

- The VENDOR and its employees will NOT have any interaction with pupils outside of the immediate supervision and control of the pupil's parent or guardian or a school employee. [Ed. Code § 45125.1(a).]
- The services provided by the VENDOR and its employees are for an "EMERGENCY OR EXCEPTIONAL SITUATION" ONLY, such as when pupil health or safety is immediately endangered or when emergency repairs are needed to make the school facilities safe and habitable. [Ed. Code § 45125.1(b).]

By signing below, under penalty of perjury, I certify that the information contained on this certification form and the employee list(s) is accurate and that it may be uttered or published as true. I further attest that VENDOR will maintain, update, and provide the CHARTER SCHOOL with current and complete information along with the employee list, throughout the duration of services provided by VENDOR. The individual signing this form warrants that they are authorized to do so, and further, that they are authorized to make the promises on this form on behalf of the VENDOR.

Authorized Proposer Signature	Printed Name	Title	Date
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CHARTER SCHOOL CERTIFICATION

By signing below, under penalty of perjury, I certify that I have reviewed the information contained on this certification form and the employee list(s). I further attest that CHARTER SCHOOL will ensure VENDOR provides an updated current and complete certification form along with the employee list(s) to CHARTER SCHOOL prior to the provision of services to CHARTER SCHOOL by any new VENDOR employee and/or, as applicable, to continue provision of services to CHARTER SCHOOL in accordance with applicable requirements. The individual signing this form warrants that they are authorized to do so, and further, that they are authorized to make the promises on this form on behalf of the CHARTER SCHOOL.

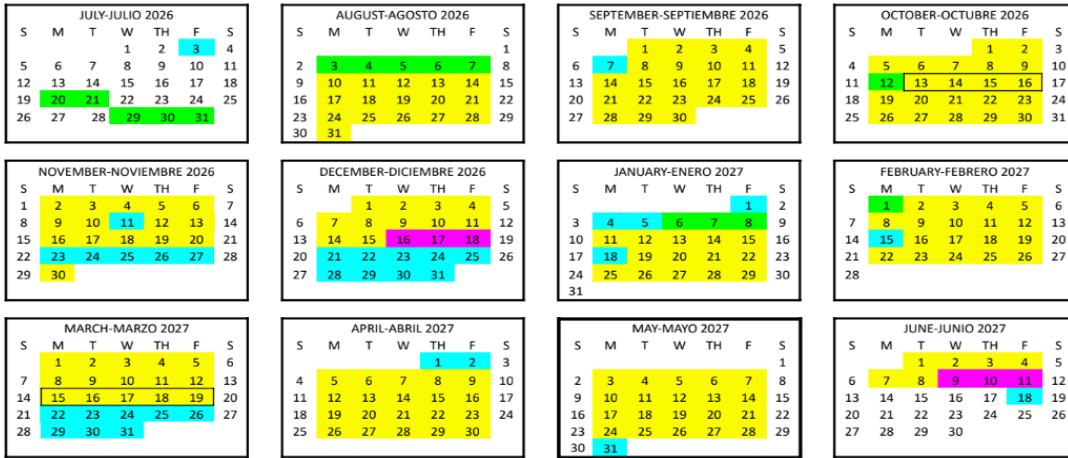
Authorized Charter School Signature	Printed Name	Title	Date
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Attachment D

Green Dot Instructional Calendar SY2026-2027

Green Dot Public Schools California

Instructional Calendar/Calendario Instructivo 2026-2027



School Holidays and Important Dates--Feriados Escolares y Fechas Importantes

Staff Professional Development/Preparación para Maestros Pupil Free Day/Día Sin Estudiantes	
New Teacher Meeting/Preparación para maestros	Jul 20, Jul 21, Jul 29, Jul 30, Jul 31
Green Dot Day/Preparación para maestros	Oct 12, Jan 6, Jan 7, Jan 8, Feb 1
Staff Development Days/Días de desarrollo para maestros	Aug 3, Aug 4, Aug 5, Aug 6, Aug 7
Holidays/Vacaciones	
Labor Day/Día de trabajo	Sep 7
Veteran's Day Holiday/Día de los veteranos	Nov 11
Fall Break	Nov 23, Nov 24, Nov 25, Nov 27
Thanksgiving Holiday/Día de acción de gracias	Nov 26
Winter Break/Vacaciones de invierno	Dec 21, Dec 22, Dec 23, Dec 24, Dec 25, Dec 28, Dec 29, Dec 30, Dec 31, Jan 5, Jan 4
New Year Observed	Jan 1
Dr. King's Birthday/Día del Dr. King	Jan 18
Presidents' Day/ Día de los presidentes	Feb 15
Spring Vacation/Vacaciones de primavera	Mar 22, Mar 23, Mar 24, Mar 25, Mar 26, Mar 31, Mar 29, Mar 30, Apr 1, Apr 2
Memorial Day/Día de Conmemoración	May 31
Juneteenth Holiday (Observed)	Jun 18
4th of July (Observed)	Jul 3
Minimum Days/Día Corto	
Semester 1 Finals	Dec 16, Dec 17, Dec 18
Semester 2 Finals	Jun 11, Jun 10, Jun 9
Important Dates/Fechas Importantes	
First Day of School	Aug 10
Q2 Starts	Oct 19
Q3 Starts	Jan 11
Q4 Starts	Apr 5
Last Day of School	Jun 11

Attachment E

Checklist of Required Elements

ITEM	INCLUDED (Y/N)	PAGE	INITIALS
Executive Summary			
Company Overview/Fiscal Responsibility Summary			
Insurance Certificates			
W-9			
General Organization Policies and Procedures			
Performance History & Preparedness for GDPS			
Customer Service Proposal			
Implementation Plan			
Financial Statements (Audited)			
Special Services Section			
Cost/Pricing Proposal – Attachment A			
Contact Information – Attachment B			
Vendor Certification of Criminal Background Clearance, Tuberculosis (TB) Clearance, and Credential Verification– Attachment C			
Green Dot Instructional Calendar SY2026-2027- Attachment D			
Checklist of Required Elements (This Document) – Attachment E			