

Alaska State Legislature

Legislative Affairs Agency

Administrative Services, Procurement & Supply Section
120 4th Street, State Capitol Room 3, Juneau, AK 99801-1182
Phone (907) 465-6705 ~ Fax (907) 465-2918



MEMORANDUM

TO: Senator Gary Stevens, Chairman
Legislative Council

FROM: JC Kestel, Procurement Officer
Legislative Affairs Agency

DATE: October 14, 2020

SUBJ: RFP 639 Alaska State Capitol Childcare Provider

On August 28, 2020, the Legislative Affairs Agency issued RFP 639 to solicit proposals from childcare providers to operate a childcare center in the Thomas Stewart Legislative Office Building. The RFP was published on the State's online public notices site, distributed to both the National Association for the Education of Young Children (NAEYC) and Alaska's Child Care Resource Referral Network (thread Alaska), and emailed to childcare facilities listed on the State's online childcare facilities database throughout the State of Alaska.

RFP 639 closed on September 18, 2020. Discovery Preschool's proposal was the only one received.

The Proposal Evaluation Committee (PEC) was comprised of Senator Jesse Kiehl; Katrina Matheny, Chief of Staff for Senator Stevens; Tyra Smith-MacKinnon, staff for Speaker Edgmon; Greg Smith, staff for Representative Story; Jessica Geary, Executive Director, LAA; and Santé Lesh, Administrative Operations Manager, LAA.

The PEC individually reviewed and scored the proposal and met as a group to discuss the results. As Discovery Preschool was the only offeror and the PEC agreed that the proposal exceeded the minimum requirements of the RFP, the PEC recommends award of RFP 639 to Discovery Preschool to provide a childcare program at the Capitol Complex.

I would be happy to answer any questions about the RFP process, and Jessica Geary is available to answer questions regarding the childcare program.

MOTION: I MOVE THAT LEGISLATIVE COUNCIL APPROVE THE AWARD OF RFP 639 FOR A CHILDCARE PROVIDER IN THE CAPITOL COMPLEX TO DISCOVERY PRESCHOOL FOR A THREE-YEAR CONTRACT AND THREE OPTIONAL TWO-YEAR RENEWALS.