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## RFP QUESTIONS & REQUESTS FOR INFORMATION

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**1. How many children is the preschool site licensed for?**

We closed our preschool in June, 2019, so licensing no longer has active records for our school. However, we were licensed for 40 children in 1994 when we added a toddler program and we believe this number remained unchanged over the years.

**2. Why did the church close the business? Due to COVID or other issues?**

The church owned and operated the preschool under the name "Ladera Community Church Preschool" for 53 years, from 1966-2019, with much of the work of governance provided by church volunteers and preschool parents. Over time, the church found that it was no longer able to keep up with the work of operating its own preschool with volunteers, and reached the decision to close the preschool at the end of the 2018-19 school year and take some time to consider next steps. COVID-19 delayed the timing of offering the preschool facilities for lease to an outside operator.

**3. How was the previous operation? Full capacity or low enrollment?**

Enrollment in the preschool's part-day programs varied over the years depending on a variety of factors, including how many classes were offered each day. Enrollment in the five years preceding the last year of operation averaged 51. In the last year of operation, when the church had announced that it would be closing the preschool, enrollment was 36.

**4. How many years of lease does the church want?**

Our preference would be a five-year lease.

**5. Would the church be open to an arrangement in which one room would be used for preschool and another room would be used to host mommy & me classes for younger children in the morning and/or afterschool enrichment programs (e.g., art, tutoring, etc.) for kindergarten/elementary children in the afternoon?**

Yes, the church would be open to considering proposals for alternative arrangements. Of course, it would depend on the details, and how the overall proposal compares to other proposals we receive.

**6. Has the church addressed ADA issues?**

Our understanding is that the church is exempt from the Americans with Disabilities Act (ADA), but a lessee would need to remove physical barriers to access if removing the barriers is "readily achievable." Our expectation at this point is that the lessee will decide what, if any, changes it should and/or wants to make to improve accessibility and will discuss any proposed changes with the church. For background, here is a link to a Q&A the government has published on child care centers and the ADA: <https://www.ada.gov/childqanda.htm>.

**7. Will the preschool classrooms be used by adults in the church?**

Ordinarily, the church will use the classrooms for Sunday School, in which adults serve as teachers for the children. The church would like to retain the flexibility to use the classrooms occasionally at other times outside of preschool hours, but we expect that use by adults, other than in a supervisory/teaching role, would be rare.

**8. What is the size of the preschool office space?**

The preschool office is approximately 510 square feet and includes the director's office, a children's library, staff workspace, and meeting area. The size stated in the RFP (380 square feet) is incorrect due to a miscalculation.

**9. How many people does the fellowship hall accommodate and will the new operator be able to use the hall for school events?**

The fellowship hall, Peabody Hall, seats 100 people auditorium style and 80 people at tables. If the operator anticipates needing the fellowship hall or any other part of the church facilities for special events, such as parent meetings or graduation, their proposal should include the purpose, timing and desired space for each event.

**10. Who else uses the church facilities during the week?**

Currently the only daytime users during the week are the church staff (pastor, associate pastor, and office manager) and a small non-profit organization, Red Sulphur.

**11. Would the new operator be permitted to paint and replace windows?**

The church is open to upgrades and beautification of the preschool space, depending on the details. Any renovations or upgrades the operator wants to make should be included in their proposal.

**12. When the preschool at Ladera Community Church was operating were families offered full time care?**

Our preschool did not offer a full-day program. Over the years, however, there was increasing interest from families for longer hours and/or a full-day option. Some families interested in a full-day program either did not enroll or enrolled but later left when they were admitted to a full-day program elsewhere.

During our last two years, we addressed parents' desire for more hours and more days by combining some of our age groups so that we could make all of our classes four hours long. This also allowed us to offer everyone the option to attend two, three or five days per week. These changes were very popular.