pennsylvania
DEPARTMENT OF LABOR & INDUSTRY

RFP 6100064874

Department of Labor and Industry Early Learning Center Childcare Services

Date: July 14, 2026

Subject: L&I Childcare RFP Questions and Answers

Due Date: July 14, 2026

To all suppliers this addendum #1 is to provide answers to the submitted potential Offeror questions submitted in response to the Statement of Work provided on July 7, 2026, through the resource account – RA-LIPARENTS-ASSOC@pa.gov. The questions and approved answers are as follows below:

Addendum Key:

- The **questions** are marked in **bold** AND
- (a) the approved answer(s) follow as a response

As follows, responses provide the specific requirements for each question.

Vendor Questions:

1. **Can you please confirm the exact physical address where proposals must be delivered, including the name of the recipient, room number (if applicable), and whether hand delivery or courier delivery is acceptable? Additionally, are electronic submissions accepted or are only hard-copy submissions with the required flash drive permitted?**

(a) 651 Boas Street Room 213, Harrisburg, PA 17121

Offerors may submit their sealed proposals by any delivery method. Electronic submissions will not be accepted. Only hard-copy submissions with encrypted flash drives will be accepted, provided the bid response is received on time.

2. **Can LIPA provide historical enrollment data for the past three to five years, including enrollment by age group, current waitlist information, and average annual occupancy rates, to assist Offerors in developing accurate staffing and financial projections?**

(a) The L&I Childcare Facility has not been in operation since 2020 and therefore there is no enrollment information to share.

3. **Will the selected contractor have the opportunity to interview current staff or offer employment to existing employees? If so, will employee wage, benefit, and tenure information be made available before contract award?**

(a) There is currently no active contractor for the L&I Childcare Facility, and therefore no existing or current staff. As stated in the RFP, the minimum wages of the lowest paid care giver must be in compliance with Management Directive 205.21 and Executive Order 2016.02.

4. **The RFP states that existing equipment and supplies are owned by either the Commonwealth or LIPA. Can LIPA provide a detailed inventory of all furniture, classroom materials, playground equipment, kitchen equipment, and technology that will remain with the center at the start of the contract?**

(a) Yes, an inventory will be provided as Appendix M.

5. **Does LIPA have a target tuition range or affordability expectation for families beyond the requirement to provide affordable care? Additionally, are there any restrictions regarding annual tuition increases during the five-year pricing period?**

(a) No, there is not a target range, however there is an expectation that the cost of tuition would reflect the lower overhead costs of operating in a Commonwealth-owned facility and non-profit corporation subsidized equipment. As stated on page 27 under Budget Narrative, section E, price adjustments may only be considered at the end of one Agreement period and the beginning of the other and must be supported by evidence of increased costs to the Offeror. Price increases cannot be made solely to increase gross profitability of the Offeror. Price adjustments need to be approved by the Parent's Association.

6. **How many Commonwealth employees would be eligible to enroll their children in the center?**

(a) All Commonwealth employees are eligible to enroll their children in the day care center. Appendix K provides information on employees within the Capitol complex.

7. **Is the Parent Association expecting part-time enrollment at this center? If so, has the parent association conducted any surveys to determine demand by schedule (ie full-time vs part-time enrollments)**

(a) Currently, we have not conducted any surveys. It is the intention of the LIPA to include part-time enrollment as an option for families.

8. **What maintenance will be covered by Labor and Industry maintenance, and what is LIPA expecting Learning Care to provide?**

   (a) Maintenance repairs and custodial services will be performed by the Commonwealth. The Child Care provider will be responsible for daily tidying to allow custodial staff access to clean the floors and bathrooms, and for cleaning the kitchen, with the exception of trash removal and floors.

9. **Would LIPA be willing to share the blueprints for the playground to be installed?**

   (a) Yes, the playground equipment will be provided as Appendix N.

10. **Which caterer had been supplying the center prior to closure in 2021?**

    (a) The previous provider was Pre-K Gourmet.

11. **Will the Provider have control over plumbing and HVAC for the rooms in the center? IE are the plumbing/HVAC systems standalone or shared?**

    (a) While there is not an adjustable thermostat in the room, Maintenance may be able to adjust the temperature to a comfortable level.

12. **Is laundry available onsite?**

    (a) No.

13. **What marketing support is the Commonwealth prepared to offer, given that the center will not be open to the community?**

    (a) The Commonwealth can provide communication with employees through newsletters, email blasts, employee bulletins and other similar resources.

14. **Will childcare center employees have access to dedicated parking?**

    (a) Yes, employees will be provided with contractor badges which will allow them to access parking.

15. Would LIPA be willing to pay for security as required by licensing? IE, ensuring the center and playground are fully secure.

(a) There is Capitol Police presence in the building from 7:15 am – 5:00 pm. Capitol Police are also available 24/7 for response to emergencies. Any additional security needs can be discussed.

16. Will Commonwealth spouses have expedited access to the building for purposes of drop-off and pick-up, or will they be required to go through visitor security?

(a) Previously, non-Commonwealth guardians who were dropping off or picking up children used the bell on the 7th Street entrance. As part of this process, they would show their ID to the camera and childcare staff would grant them entrance.

17. Had there been issues with the playground entrance when the center was last operational?

(a) No, not that we are aware of.

18. How has egress been addressed under previous licenses, given the non-ADA entrance and exit? Specifically, how were infants and toddlers expected to evacuate.

(a) Under previous licenses, an emergency preparedness plan was in effect that included transporting non-mobile infants in an evacuation crib (4 infants per crib) through the lobby to the evacuation assembly area. Toddlers and preschoolers were gathered in groups and supervised throughout the walk to the evacuation assembly area.

19. Did the center previously have NAEYC accreditation? If so, when did these accreditations expire?

(a) Yes, the center was accredited by NAEYC, however we do not have the date it expired.

20. Can you provide historical center financials (e.g., P&L statements from prior to closure in 2021)?

(a) We do not have records of this information.

21. Are there grandfathered licensing elements?

(a) No.

22. Can you provide the latest fire inspection?

(a) A fire inspection report will be available to the selected vendor.

23. Are fire evacuation plans onsite?

(a) Yes.

24. Can you provide zoning and building permits?

(a) These will be provided to the selected vendor when they are available.