



**OPTIONS FOR YOUTH-SAN JUAN, INC.
REQUEST FOR QUOTE
CAREER TECHNICAL EDUCATION SERVICES**

**POSTED: MARCH 8, 2022
DUE DATE: APRIL 1, 2022**

To whom it may concern,

Options For Youth-San Juan, Inc. ("OFY-SJ") is requesting quotes for Career Technical Education Services.

OFY-SJ is a year-round public charter school serving approximately 900 students at four sites in Sacramento County, many of whom have not been successful or satisfied with their experience in traditional schools. The network of Options for Youth public charter schools has provided such programs since 1997. OFY-SJ is seeking services to assist in our charter school operations, and we encourage all interested vendors to submit a quote. This Request for Quote document is available on OFY-SJ's website.

A copy of the proposed scope of work is attached. Interested vendors are not required to submit a quote covering the entire scope of work. OFY-SJ will accept quotes covering all or any portion of the services. Please ensure your quote clearly indicates which services are included in the quote. OFY-SJ reserves the right to negotiate the final terms and conditions of the contract, including the scope of work.

If you would like to submit supporting documentation with your quote (e.g., customer references, statement of qualifications, company history, alternative fee structures, etc.), please feel free to do so. All quotes should be placed on your company's letterhead and include a bid or price estimate. Please submit your quote by the due date above to:

Melissa Nelson
Assistant Principal of Instructional Operations
mnelson@ofy.org

OFY-SJ staff will review all quotes and make a recommendation to the Board of Directors. It is anticipated that OFY-SJ will award the contract on or around May 2022, and the term of any resulting contract is anticipated to begin on July 1, 2022.

If you have any questions, or if you'd like to schedule an optional tour of our school facilities, please contact Melissa Nelson using the contact information above. We very much look forward to reviewing your quote.

Sincerely,
Options For Youth – San Juan, Inc.

SCOPE OF WORK

OFY-San Juan aims to offer Career and Technical Education (CTE) coursework in the areas of Information and Communication Technology, Building and Construction Trades, and Health Sciences, among others. A key element of the program is the integration of coursework and academic knowledge with technical and career readiness skills. The combination of academic knowledge and technical skills will be offered through rigorous coursework made relevant to students by work-based learning experiences, providing them with the practical and relevant skills they need to pursue post-secondary education or enter into their careers. The CTE programs will provide students with opportunities to gain work experience through internships, work based learning, and industry certification opportunities.

Quotes for the performance of all or some of the services described below may be submitted.

CURRICULUM

Providers should offer rigorous CTE course curriculum aligned with California CTE model curriculum standards in some or all of the industry sectors, in a sequence which allows our students to transition into postsecondary education programs. The curriculum provided should be inclusive of all aspects of the associated industry pathway. The Provider is responsible for supplying comprehensive curriculum materials required for courses listed and other courses offered by the Provider. The curriculum must afford opportunities for students who are individuals with exceptional needs to participate in all programs.

COURSES

OFY San Juan wishes to deliver onsite instruction that leads to industry recognized credentials, when applicable, specifically in the industry sectors listed below.

- I. Health Sciences (Nursing)
 - A. Students completing this course should have gained knowledge and experience in some aspects of biotechnology; patient care; healthcare administrative tasks; operational support services; public and community health; and mental and behavioral health.
- II. Information and Communication Technology
 - A. Students completing this course should have gained knowledge and experience in some aspects of computer software; networking, internet, programming and information systems. Students will also have a better understanding of systems that support the flow of data; effective communication skills; and efficient project management.
- III. Building & Construction
 - A. Students completing this course should have gained knowledge and experience in some aspects of building and construction trades; mechanical systems; the way in which structures are built. Students should also have access to hands-on, project-based, and work-based instruction.

As well as additional courses included in the additional CTE Industry Sectors that Reflect regional or local labor market demands, and focus on current or emerging high-skill, high-wage, or high-demand occupations and are informed by the needs of the charter.

INSTRUCTION

Any instructors provided must be experienced industry professionals and have appropriate credentials, if required. Curriculum and onsite courses should ultimately lead to a certificate, license, or other measure of technical skill attainment in the corresponding industry, if and when applicable. Onsite instructors may also be asked to provide guidance to students in the areas of career exploration, certification completion, career counseling, and leadership development. Instructors should also be prepared to share real-world scenarios that promote practical application of inquiry and use of critical thinking skills.