CUPF Before and After School Childcare
Bid Process & Timeline

Sites selected based on tenure by CUPF.
Cycle Posted Online

School & provider notified. Principal assess needs & level of satisfaction. Provides any special requirements. Principal orientation.
September - October

CUPF drafts RFP and advertises 30 days.
November – December
Bid posted mid-November

Principal appoints selection committee.
By December

Selection Committee orientation. CUPF & principal address probable conflicts of interests.
January

Qualifying applications & rating materials posted at secure website.
January

Selection Committee members rate the applications on their own.
January - February

Selection Committee meets to discuss ratings & determine interview questions. Highest scores receive an interview.
February - March

Selection Committee interviews applicants.
Late February – Mid-April

Provider selected based on highest combined total application and interview scores.
Late February – Mid-April

CUPF notifies providers and posts the decision online.
Within five days after the decision

Selected provider issued permit for next school year.
June - July

End