

STATE OF DELAWARE  
Department of Education  
Office of Early Learning

August 24, 2017

ISSUED BY: Kimberly Wheatley  
Director, Finance Office  
302-735-4041

SUBJECT: **AWARD NOTICE**  
**CONTRACT NO. DOE 2017-15\_FSD EHS**  
**First Start Delaware Early Head Start – Child Care Partnership**

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## KEY CONTRACT INFORMATION

### 1. CONTRACT PERIOD

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Each contractor's initial contract shall be valid from September 1, 2017 and ending June 30, 2018. Each contract may be renewed for four (4) one (1) year periods through negotiation between the contractor and the Delaware Department of Education. Negotiation may be initiated no later than ninety (90) days prior to the termination of the current agreement.

### 2. VENDORS

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Vendor	Address	City	State	Zip	Contact Name	Phone
Milford Early Learning Center	905 N. Dupont Blvd.	Milford	DE	19963	Esther Graham	302-422-6667
Kids-R-Us Learning Center	425 Webbs Lane	Dover	DE	19904	Sylvia Davis	302-678-1234
Marlette Lofland	20255 Wilson Farm Rd.	Bridgeville	DE	19933	Marlette Lofland	302-628-1521
Discovery Island Early Care	32352 Smith Drive	Dagsboro	DE	19939	Karen Schreiber	302-853-0619
Primeros Pasos, Inc.	20648 Savannah Rd.	Georgetown	DE	19947	Sandy Baker	302-856-7406

### 3. PRICING

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Pricing will be determined for each awarded vendor by using the Cost Estimation Tool for Early Head Start- Child Care Partnership Services.

The cost allocation tool is divided into three layers which consist of core child care services, program level enhancements, and individual child services.

Layer one of the Early Head Start Cost Allocation Tool consists of estimated expenses for additional core child care costs. This would consist of hours of operation and cost for any additional time that needs to be added to the day, unsubsidized child care costs, and parent co-payments.

Layer Two of the Early Head Start Cost Allocation Tool consists of estimated costs for program level enhancements which need to be added to the child care program. Layer Two consists of classroom staffing, salary enhancements, additional materials and supplies, equipment, minor facility improvements, staff professional development and training fees, and consultants.

Layer Three of the Early Head Start Cost Allocation Tool consists of individual child and family services. This would consist of staffing for home visits, staff mileage reimbursement for home visits, family support staff salaries and costs, supplies and services for children, dental hygiene supplies, toileting hygiene supplies, food and formula supplies, and medical and dental services.

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**ADDITIONAL TERMS AND CONDITIONS**

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All other terms and conditions may be found in the RFP.