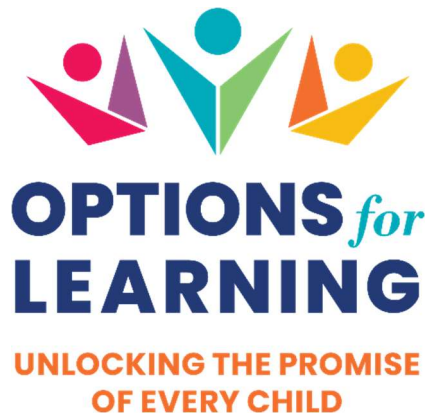




RFP Addendum

Learning Environment Master Design and Turnkey Implementation Services

GENERAL ADDENDUM 1

Addendum Information	
Post Date	September 16, 2026
RFP Number	OFL26-001 Addendum 1
Subject	- Classroom Size and Scope Clarifications - Site Walk Overview and Corrections - School-Age Supplemental Information

Options for Learning | Corporate Office
2934 E. Garvey Avenue S., West Covina, CA 91791
626-699-8070 | www.OptionsForLearning.org

IMPORTANT: Issuance of this addendum does not affect any dates in the RFP procurement schedule. Any information listed in this addendum that supersedes the original RFP document must be incorporated in any submitted proposals. Questions related to this addendum can be submitted to Purchasing@optionsforlearning.org.

GENERAL ADDENDUM SUMMARY

Options for Learning (OFL) is issuing this addendum to OFL's request for proposal (RFP) OFL26-001 Learning Environment Master Design and Turnkey Implementation Services. The purpose of this addendum is to provide:

- Additional classroom planning data, age-group distribution information, classroom capacity information, and age-specific educational programming considerations to further inform the development of proposed master learning environment standards.
- An overview of the optional site visits described in the RFP. This overview includes general rules, schedules, and intent of the site visits.
- A brief correction and clarification to the in the RFP general scope of work related to School-Age design requirements.

The information contained in this addendum supplements and clarifies existing scope requirements. Unless specifically stated otherwise, all other terms, conditions, requirements, and specifications contained in the RFP remain unchanged.

CLASSROOM SIZE AND SCOPE CLARIFICATION

Options for Learning would like to clarify the information provided in Phase 1 of the RFP.

- The average and most common classroom size is approximately 1440 square feet.
- Classrooms can range between 473 and 3,167 square feet.
- Most classrooms include an attached children's restroom.
- The classroom square footage is fixed and will not be expanded or reduced as part of this project.
- Of the District's approximately 150 classrooms, approximately 80% are toddler and preschool classrooms, 5% are infant classrooms, and 15% are school-age classrooms.

CHILD CLASSROOM CAPACITY RANGES:

AGE GROUP	LOWEST CHILD CAPACITY	HIGHEST CHILD CAPACITY
PRESCHOOL	17	24
TODDLER	8	16
INFANT	6	6

DESIGN REQUIREMENT CLARIFICATIONS

Options for Learning is seeking innovative and functional classroom reconfigurations within the existing footprint. Proposers are encouraged to recommend design concepts and improvements that optimize the use of the available space, including but not limited to:

- Space planning and classroom configuration
- Furniture selection and layout
- Lighting solutions
- Cabinetry and storage systems
- Bookshelves and display areas
- Paint and color palettes
- Flooring materials
- General interior finishes and aesthetic enhancements

Proposals should focus on creating effective, engaging, and age-appropriate learning environments within the existing classroom footprint. Given that most classrooms serve toddler and preschool-age children, recommendations should prioritize those environments while also addressing the unique needs of infant and school-age settings. Designs should accommodate the presence of children's restrooms where applicable and provide adaptable, scalable solutions that can be implemented consistently across the Options for Learning classroom portfolio.

SITE WALK CORRECTIONS AND CLARIFICATIONS

OFL is issuing a correction to the RFP general summary section, subsection C. “Procurement Schedule”, Page 3. In table shown, row 2 “Optional Site Visits”, we are updating the language here to clarify that site walks are not individual appointments. All site visits will be performed as a single group on the date and times listed (September 21, 2026, 9:00 a.m. – 1:00 p.m.). OFL does not require participating bidders to lock in an appointment date. Instead, we ask that bidders provide notice of their intent to participate in sites visits on September 21st.

Failure to provide notice will not disqualify bidders; Walk-in participants are permitted. The goal of the notification is to assist OFL in administering the site visits efficiently through a proper head count.

SITE WALK OVERVIEW AND GENERAL INTENT

OFL is offering site visits as a means of informing bidders about the nature of OFL sites. Through these visits, we hope that interested bidders will get a better understanding of the OFL design intent, the size and scope of classrooms in this project, and a general awareness of how OFL operates. The sites visited will provide a limited sample of all sites associated with this RFP. Participants are encouraged to ask questions during the site visits, however, the site visit administrator may not have immediate answers to some inquiries. To ensure that bidder questions are adequately addressed, please submit any unanswered questions to OFL in an RFI format by September 22, 2026, no later than 5:00 p.m.

Site visits will be held on the same day and be coordinated by an OFL administrator. Participants will begin at OFL’s corporate office, travel to each associated site at scheduled times, and return to the corporate office at the end of the site visit. Please note that OFL will not be providing transportation during these visits; Participating bidders are responsible for their own transportation. Sites are local and within reasonable driving distance from the corporate office. OFL cannot account for traffic delays or other roadside incidents. If a bidder is delayed during their travel to a site, please contact the administrator, or a representative from the OFL Procurement Department. Site visiting times for this project are specific and bidders will not be permitted access to the sites before or after established site visit times.

PROCUREMENT DEPARTMENT CONTACTS

Contact	Role / Information
Lucas Serrano	Procurement Coordinator Luserrano@optionsforlearning.org 626-753-9055
Christian Cayabyab	Procurement Coordinator Ccayabyab@optionsforlearning.org 626-657-8119

SCHEDULE OF MEETING TIMES

Site visit participants are asked to arrive at OFL's corporate office no later than 9:15 a.m.

OFL Corporate Office: 2934 E. Garvey Avenue S., West Covina, CA 91791

Schedule Breakdown	
9:00 a.m. – 9:45 a.m.	Introductions & Preliminary Questions
9:45 a.m. – 10:00 a.m.	Travel to 1 st site
10:00 a.m. – 10:45 a.m.	1 st Site walk
10:45 a.m. – 11:10 a.m.	Travel to 2 nd Site
11:10 a.m. – 11:55 a.m.	2 nd Site walk
11:55 a.m. – 12:20 p.m.	Return to Corporate Office
12:20 p.m. – 1:00 p.m.	Closing Questions

Times listed above are estimates. Actual times may vary and are at the discretion of the OFL site visit administrator. If a participating vendor elects to leave the site visit early while out on site (Sites other than the corporate office), please notify the OFL site visit administrator before departing. Outside of a formal site visit administered by OFL, do not visit or contact sites directly regarding this RFP.

SCHOOL-AGE CORRECTION & CLARIFICATION

OFL is issuing a correction to the RFP general scope of work, subsection A. "PHASE 1 – DISCOVERY, PROGRAMMING, AND MASTER DESIGN". Specifically, the bullet-point language below:

"Development of age-appropriate school-age (SA) design standards focused on indoor learning environments, including recommended classroom layouts, furniture standards, activity zones, storage solutions, technology integration, and flexible-use spaces that support the developmental needs of school-age children."

Additional Clarification

OFL would like to clarify "School-Age" to mean elementary school grade levels.

Additionally, any design work or deliverables related to school-age spaces are considered optional services. Bids should reflect pricing for this type of design work as an optional price point. OFL may include or omit services for this age range during final evaluations. Bidders are still requested to provide pricing for this service. Prices should be clearly separated from primary price points for ease of reference.

For purposes of this RFP, OFL is focused primarily on infant, toddler, and preschool design work. Services offered should focus on these age groups first and foremost; budgets should be tailored to these age ranges. Additional services for School-Age spaces should be included as optional additional cost. Inclusion of School-Age services for bid or contractual purposes is at the sole discretion of OFL.

INQUIRIES

Direct all addendum questions and communications to Purchasing@optionsforlearning.org and reference OFL26-001 in the subject line. You may also contact the procurement coordinators listed above.