



RFP for Fall 2026 Proyecto Thrive Programs

Basic Information

Issuing Organization: Summit School District

Solicitation Type: RFP - Request for Proposal (Formal)

Title: Proyecto Thrive After School Programs

Details

Locations:

Dillon Valley Elementary School
108 Deer Path Rd Suite #184, Dillon, CO 80435

Frisco Elementary School
800 8th Ave, Frisco, CO 80443

Silverthorne Elementary School
101 Hamilton Creek Rd, Silverthorne, CO 80498

Summit Cove Elementary School
727 Cove Blvd, Dillon, CO 80435

Purchase Term

August 24, 2026-December 18, 2026

RFP Submission Dates

Publication: July 1, 2026

Intent to bid - <https://forms.gle/RGZPLNhgFnkzufpw7> - (optional): July 13, 2026

Question Acceptance Deadline: July 13, 2026 at 4:00 pm MDT

- Questions are submitted via email to zuleyma.arias@summitk12.org

Closing Date: July 14, 2026 at 4:00 pm MDT

Contact Information

Zuleyma Arias

970-368-0459

zuleyma.arias@summitk12.org

Bid Submission Type: Electronic submission via email to zuleyma.arias@summitk12.org

Description

Projecto Thrive with the Summit School District is seeking qualified entities to submit proposals for the performance of after school programs at various elementary schools. **Respondents should submit a proposal for the entire term** (August 24-December 18) aside from scheduled school breaks (September 7, September 25, October 15-16, November 25-27).

Respondents may bid on one or multiple days of programs per week at one or multiple schools. Respondents are encouraged to bid if they are able to provide only one of the services listed, or any combinations thereof.

Projecto Thrive is seeking organizations to provide after-school programming for students K-5 at the following locations and times:

- **Dillon Valley Elementary School:** Wednesdays from **3:00–5:30 PM** and Mondays, Tuesdays, Thursdays, and Fridays from **3:45-5:30 PM**
- **Frisco Elementary School:** Wednesdays from **3:00–5:30 PM** and Mondays, Tuesdays, Thursdays, and Fridays from **3:45-5:30 PM**
- **Silverthorne Elementary School:** Wednesdays from **3:00–5:30 PM** and Mondays, Tuesdays, Thursdays, and Fridays from **3:45-5:30 PM**
- **Summit Cove Elementary School:** Wednesdays from **3:00–5:30 PM** and Mondays, Tuesdays, Thursdays, and Fridays from **3:45-5:30 PM**

Program Requirements

Selected providers must complete Summit School District program requirements including:

- Sign a service agreement, facilities use agreements, and submit a W-9 prior to **August 24, 2026**.
- Provide program management and on-site observation as needed.
- Effectively communicate with stakeholders, program providers, and school staff to maintain the operation of after school programs.
- Engage regularly with other community partners to assess program needs and effectiveness.
- Coordinate program schedules with the Proyecto Thrive Manager and other community partners to ensure logistical needs are met.
- Use communication tools to engage with providers and families in their native language.

- Act as an administrator for the Proyecto Thrive out-of-school time programs (e.g. phone calls, visitors, primary family and youth provider contact for program-related needs).
- Ensure registration forms, emergency contact information, and other student information per district and Proyecto Thrive requirements are completed and maintained in a database for each enrolled student prior to the beginning of each program session.
- Follow organizational processes to ensure completed contracts, proof of insurance, and completion of all requirements per Proyecto Thrive program prior to session start dates.
- Follow protocols to ensure all background checks through CBI fingerprinting and administrative requirements are completed.
- Perform administrative duties (e.g. filing, typing, scheduling, office management, confirmation of program schedules, finding program substitutes, student records, mandatory reports), as required by district.
- Assist with maintaining online activity information for registration platforms and district website including assisting with updating and maintaining activity calendar for posting on website and distributing information to families.
- Demonstrate the commitment to build and maintain a safe and respectful working and learning environment that honors the cultural diversity of students, staff, and program providers.
- Develop meaningful and ongoing relationships with the principals and other school personnel.
- Maintain current First Aid/CPR certification.
- Agree to follow childcare guidelines for adult:student ratios (no more than 15 students per one adult).
- Provide substitute coverage for programs as needed.
- Maintain sign-out procedures to be shared with Proyecto Thrive staff which include student name, parent signature, and sign-out time.
- Abide by all school cancellation procedures, ensuring safety of students comes first. This includes following district after school cancellation decisions.
- If charging for programs, utilize a sliding scale or scholarship option to ensure no student is turned away based on finances.

Respondents may bid on one or multiple days of programs at one or multiple schools. Respondents are encouraged to bid if they are able to provide only one of the services listed above, or any combinations thereof.

SUBMITTAL REQUIREMENTS: All proposals submitted in response to this project must adhere to the format set forth in this RFP. Failure of the bidder to adhere to this format will be considered nonresponsive and will eliminate their proposal from any further consideration. Substitutions will not be accepted during the bid process. A complete response will include:

1) Program Qualifications – Complete attached form

2) References (2 minimum)

References should include name, relationship, email and phone contact information

3) Project budget

4) Other required attachments

- Proof of liability insurance
- Copy of childcare license (if applicable)
- Copy of First Aid and CPR certification for all staff who will be providing programming

Statement of Qualifications

Submit via email to zuleyma.arias@summitk12.org no later than July 14, 2026 at 4:00 pm MDT.

Name of Organization:

Name of Main Contact:

Contact Email:

Contact Phone:

School(s) to be served:

- Dillon Valley Elementary School
- Frisco Elementary School
- Silverthorne Elementary School
- Summit Cove Elementary School

Day(s) of programs:

- Monday
- Tuesday
- Wednesday
- Thursday
- Friday

Number of students to be served per school per day:

What is the cost per student per day according to your budget? (Number of students to be served per day + total number of days)/Total proposed budget.

Grade levels to be served (preference will be given to programs that serve K-5):

Number of staff members (Proyecto Thrive requires all programs maintain an adult to student ratio of 1:15):

Prior experience working with youth, please describe:

Please describe how your organization is committed to cultural equity.

Is your organization able to provide programming for the full term (August 24-December 18)?
Only programs that run for the entire term will be considered.



- Yes
- No

Does your organization have a registration process?

- Yes
- No

Does your organization plan to charge for programs? If so, please describe the system you will use to collect fees and how you will ensure no student is turned away based on finances.

Is your organization willing and able to comply with all Summit School District Program Requirements as listed in the RFP?

- Yes
- No

Please describe the program you wish to provide.

If you were awarded partial funding, how would this impact your programs?

Share any additional information you would like us to know.

Required Attachments

- Proof of liability insurance
- Copy of childcare license (if applicable)
- Copy of First Aid/CPR certification for all staff who will be providing programming
- List of references, include name, email and phone contact information (2 minimum)
- Project Budget (list item, description, and total amount requested)