

BRIYA PUBLIC CHARTER SCHOOL

REQUEST FOR PROPOSALS

Early Intervention Support Services

July 10, 2026

CLIENT INFORMATION

Briya Public Charter School (hereafter, “the School” or “Briya/Briya PCS”), is a District of Columbia Not-For-Profit Corporation. Briya PCS operates under a charter granted by the District of Columbia Public Charter School Board (“DCPCSB”) and offers a culturally responsive two-generation education. Briya PCS’s early childhood program serves children from six weeks through pre-kindergarten. While children attend the early childhood program, their parents attend adult education classes ranging from all levels of English Language Learning, to a high school diploma and several workforce development programs. Briya is located at four sites in D.C.

PROJECT DETAILS

In accordance with Section 2204(c) of the District of Columbia School Reform Act of 1995, Briya PCS issues this Request for Proposal (“RFP”) to solicit proposals from qualified parties to provide early childhood intervention classroom-based support services within a Multi-Tiered System of Support (“MTSS”) framework to its two-gen Early Childhood education department.

The Early Intervention Support Services contractor will provide data-informed guidance to support the selection and implementation of responsive strategies that enhance each child’s growth trajectory and will collaborate closely with the Early Childhood staff team to ensure coordinated service delivery, fidelity of intervention, and alignment with best practices in early childhood and early intervention.

Specifically, the contractor’s scope will include the following:

- Guide infant/toddler teachers in embedding evidence-based early literacy practices across domains and settings.
- Support infant toddler classroom teaching teams to use observation and data to:
 - Identify priority developmental areas and learning objectives
 - Identify children who may benefit from additional support
 - Co-develop MTSS action plans that include clear strategies, materials, routines, implementation timelines, and include families as partners.
- Provide guidance and support to help teachers utilize evidence-based language and literacy strategies that are culturally and linguistically responsive for children ages 0-3.

A party (including, but not limited to, an individual, incorporated entity, or other independent contractor) submitting a proposal (hereafter, “Vendor”) will adhere to the process outlined below.

POINT OF CONTACT

This RFP procurement is administered by the School's Director of Finance (the Point of Contact ("PoC")) listed below. All communications and proposal submissions regarding this RFP shall be delivered via **email only** to the PoC.

Joel Goering, Director of Finance

bids@briya.org

PROCESS SCHEDULE

The schedule below reflects the expected process timeline for the activities related to this RFP. The School may modify this schedule at any time at its sole discretion.

Activity	Date
RFP Publication	July 10, 2026
Proposal Deadline	September 11, 2026, 5:00 PM EST
Vendor Selection	On or about September 16, 2026
Contract Effective Date	On or about September 30, 2026

SUBMITTING PROPOSALS

The School must receive a PDF document of your proposal no later than the date and time of closing specified above. No phone call submissions or late responses will be accepted. Interviews, samples, or demonstrations will be scheduled at our request after the review of the proposals only. Proposals should be no more than 5 pages (without exhibits) and consist of the following items in the exact order as presented and with the responses clearly aligned with the numbering below:

1. Statement of interest specific to the contract opportunity described in this document.
2. Point of contact identification for the Vendor's agent acting on its behalf for this procurement process, with name, telephone number, and email address, and indication that the point of contact is authorized to commit the resources of the firm to respond to and carry out the services outlined in the RFP.
3. Description of up to three references with similar contracts. Please include the project name, company name, location, services provided, and project scope, with identified point of contact for follow-up, including contact name, job title, email address, and phone number.
4. Profiles of key personnel that will be working on the project. **Please note that key personnel cannot be changed without agreement/approval from the School.**

5. Assurance that proof of all licenses, insurances, and/or certifications needed to complete the project will be provided by the Vendor prior to project start.
6. Responses to these questions specific to this project:
 - a. Describe Vendor experience working with early childhood programs, early intervention, MTSS frameworks, observation-based assessment, and in particular working directly with infants, toddlers, and families.
 - b. Describe Vendor experience working with school(s) in Washington, D.C.
7. Fee estimates
 - a. Please provide a fee structure with narrative explaining the basis for your fee to help us evaluate.
8. Signature of the Vendor's principal(s) and/or duly authorized agent(s).

SELECTION OF VENDOR

After Vendors' proposals have been received, we will be in touch with any questions or follow-up as needed. The School will elect to award this opportunity to a Vendor(s) according to a holistic evaluation of the proposal(s) received according to factors including, but not limited to, vendor qualifications, vendor fees, and vendor experience.

RESERVATION OF RIGHTS

The School reserves the right, at its sole discretion, to accept or reject any or all proposals with or without cause; to waive any irregularities or informalities; to correct any errors or misstatements; to negotiate changes; and/or to select multiple vendors. The School also reserves the right to amend project timelines as needed to meet operational requirements or DCPCSB policies.