



COUNTY OF LOUISA

MEMORANDUM

TO: The Honorable Members of the Board of Supervisors

FROM: Sam Massie, Purchasing Coordinator
James Smith, Parks, Recreation, and Tourism Director

CC: Christian Goodwin, County Administrator

DATE: June 5, 2025

RE: A Resolution to Approve and Award a Contract for Child Day Care Services

I. Background:

a. Project Description

The County of Louisa invites qualified offerors to submit proposals for providing comprehensive child day care services at the Betty Queen Intergenerational Center for up to fifty two (52) children, infants to five (5) years old.

b. Need

The County received Community Improvement Grant #00-16 to partially fund a 5,600 square foot wing of the Center. Of this space, 2,400 square feet, plus an outdoor play area, has been determined to be used for a children's daycare. This project is to follow all pertinent Federal and State laws, regulations, and procedures, including the Community Improvement Grant Contract Negotiation Guide and the Community Improvement Grant Management Manual, as amended.

c. Project Budget

No funds for this project come from the County.

d. Request for Proposals

On May 15, 2025, the County issued a Request for Proposals inviting qualified child day care companies to submit proposals for Child Day Care Services.

Louisa County will select the firm(s) who they determine most closely satisfies the needs of the County. There is no requirement for acceptance of the lowest cost of service offered, and specific requirements may be waived or amended at the discretion of the County.

- e. The Selection Committee consisted of Sam Massie, Purchasing Coordinator and James Smith, Parks, Recreation, & Tourism Director.

II. Current Situation:

- a. Proposals/Bids

One (1) proposal was received by the closing date of June 5, 2025. Proposals were received from the following child day care companies:

- Abundant Love Learning Center

- b. Selected Firm

After careful consideration, the selection committee determined Abundant Love Child Development Center would be the most qualified child day care to meet the needs of the County.

- c. Justification

Abundant Love Learning Center is the current vendor, and has a great level of familiarity with current families. They also expressed knowledge of the Department of Social Services and Department of Human Services and their related requirements. They recently purchased the property for their other location, which speaks to their financial stability.

III. Recommendation

The recommendation is for the Board of Supervisors to approve and award a contract for Abundant Love Learning Center for a period of one year beginning July 1, 2025, and ending June 30, 2026, with the option to renew for four additional one year terms.