



# Opportunities For Learning Public Charter Schools

## **Opportunities For Learning - Duarte, INC. REQUEST FOR QUOTE Construction Services**

**Posted: June 16, 2026  
Due Date: July 24, 2026**

Notice is hereby given that Opportunities For Learning - Duarte, Inc. (hereinafter referred to as "OFL-Duarte") is requesting proposals for a provider of Construction services (hereinafter referred to as "Proposer[s]") to assist with OFL-Duarte's operation of its charter school programs in Los Angeles County, California.

OFL-Duarte is a year-round independent study public charter school serving approximately 300 students in person and virtually through our resource center in Duarte. Our goal is to provide an individualized educational environment to students who have not been successful or satisfied with their experience in traditional schools. The school serves students in 7th to 12th grade, providing a High School Diploma to those who meet the requirements. OFL-Duarte's mission is stated as follows: "Our schools create an educational choice for all students. Our staff connects with students to empower and inspire them to achieve their goals and make their dreams a reality."

OFL-Duarte is seeking services to assist in the build out of our school site. We encourage all interested vendors to submit a quote. This Request for Quote and supporting documents are available on OFL-Duarte's website: <https://ofl-d.org/notices/rfp/>

Please ensure your quote clearly indicates which services are included in the quote. OFL-Duarte reserves the right to negotiate the final terms and conditions of the contract, including the scope of work. All quotes should be submitted on company letterhead and include a bid or estimate of cost for the services being offered. Supporting documentation such as customer references, statements of qualifications, company history, alternative fee schedules, etc. are highly encouraged. Please submit your quote by the due date above to:

Jeff Moreno  
Assistant Principal of Instructional Operations  
[jpmoreno@oflschools.org](mailto:jpmoreno@oflschools.org)

OFL-Duarte will hold optional tours of the facility in July, by appointment only. Potential Proposers interested in touring the location should schedule an appointment with Jeff Moreno.

Location: 1210-B Huntington Dr., Duarte, CA 91010

OFL-Duarte reserves the right to reject any or all quotes, and to waive any errors or corrections



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in a quote or in the proposal process. OFL-Duarte staff will review all quotes and make a recommendation to the charter's Board of Directors, based on analysis of the proposals that determines which quote best meets the needs of OFL-Duarte. It is anticipated that OFL-Duarte will award the contract in September, and the term of any resulting contract is anticipated to begin on October 1, 2026.

If you have any questions, or if you'd like to schedule an optional tour of our school facilities, please contact Jeff Moreno using the contact information above. We very much look forward to reviewing your quote.

### **Scope of Work**

#### **I. Site Construction Project**

- a. Pre-construction - Planning with school leaders, architect, city officials, and related departments in preparation for the project
  - i. Preparation of Cost Estimates based on the Construction Documents Package provided
  - ii. Secure subcontractors
  - iii. Coordinate with school leaders
  - iv. Coordinate work schedule with landlord and landlord subcontractors
- b. Construction - Responsible for the entirety of the construction project, including but not limited to, framing, drywall, registers and thermostats, electrical, plumbing, painting, flooring, T-bar ceiling installation, fire and life safety, millwork, and any other work required by the plans and specifications listed, California Building Codes, Municipal Ordinances, and/or any other public agency, and any other work required.
  - i. Manage subcontractors' work to ensure the fulfillment of contractual obligations
  - ii. Maintain a project calendar and communicate critical deadlines to appropriate staff and client committees
  - iii. Organize and coordinate all development scheduling and operations; Execute any necessary action required to remain on schedule with all operations
  - iv. Conduct field site safety and quality assurance inspections. Evaluate and prepare observation and field project progress and status reports. Report any and all deficiencies, expressed in writing with photographs. Submit said reports to the Architect and MEP Engineer of record
  - v. Ensure ADA compliance at interior and exterior
  - vi. Eliminate all construction waste and materials, while complying with any and all local and state recycling requirements
  - vii. Provide school with proper occupancy required for school opening at project completion
  - viii. Provide solutions to problems that arise
  - ix. Ensure projects are completed within designated parameters



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- x. Adhere to local, state, and federal regulations as applicable
        - xi. Shift workload based on client's priority demands
      - c. Finishing - Providing a move-in-ready site.
        - i. Install shades/blinds as directed
        - ii. Coordinate installation of signage
        - iii. Walkthrough with Principal or designated official
      - d. Any other unforeseen duties required by the scope of work, plans, or city building codes.
  - II. Detailed Plans - Architectural, Structural, Mechanical, Electrical, and Plumbing Drawings.
    - a. Refer to Drawings located at <https://ofl-d.org/notices/rfp/> for full scope, including but not limited to:
      - i. Demo non-structural metal stud walls
        - 1. New Partition walls
      - ii. New Flooring
      - iii. New Doors
      - iv. New Windows
      - v. Relocate Electrical Panel
        - 1. New Electrical outlets (where applicable)
      - vi. New T-bar Ceiling Grid (where applicable)
      - vii. New 2X4 Lighting Fixtures
      - viii. New Plumbing Fixtures
        - 1. Janitor's closet with service sink
        - 2. Provide new accessible plumbing fixtures and grab bars to new and existing unisex restrooms
        - 3. Add new drinking fountains
      - ix. Change use from B to E occupancy
- III. Additional Requirements
  - a. General Contractors must provide proof of an active B license
    - i. List of subcontractors
  - b. Be experienced in Title-24, and provide contact references
  - c. Provide evidence of Insurance: General Liability, Workers' Compensation, and Errors/Omissions (professional liability) coverages required
  - d. Include workmanship and warranty information in your response
  - e. Required payment terms
  - f. Requested Change Order process
  - g. Site Superintendent information once contract has been signed
  - h. Any city requirements for waste removal
  - i. Projected timeline for completion: target completion date on or before January 29, 2027