

**ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT**

REQUEST FOR PROPOSAL NO. 24-DPR-RFP-160

ADDENDUM NO. 1

Arlington County Request for Proposal No. 24-DPR-RFP-160 for Provision of Summer and Year-Round Break Camps is amended as follows:

1. **REFERENCE MULTIPLE PROPOSAL SUBMISSION DATES** is hereby changed as follows:

ELECTRONIC SEALED PROPOSALS WILL BE RECEIVED BY ARLINGTON COUNTY VIA [VENDOR REGISTRY](#), UNTIL 1:00 P.M. ON THE DEADLINE DATES LISTED BELOW. IN ORDER TO SUBMIT A RESPONSE TO THIS REQUEST FOR PROPOSAL, VENDORS ARE REQUIRED TO REGISTER ON VENDOR REGISTRY. NO RESPONSES WILL BE ACCEPTED AFTER THE PROPOSAL DUE DATE AND TIME.

SECOND DEADLINE PROPOSAL DUE DATE:	OCTOBER 16, 2023, at 1:00 p.m.
THIRD DEADLINE PROPOSAL DUE DATE:	JANUARY 3, 2024, at 1:00 p.m.
FOURTH DEADLINE PROPOSAL DUE DATE:	JULY 10, 2024, at 1:00 p.m.
FIFTH DEADLINE PROPOSAL DUE DATE:	OCTOBER 16, 2024, at 1:00 p.m.
SIXTH DEADLINE PROPOSAL DUE DATE:	JANUARY 3, 2025, at 1:00 p.m.
SEVENTH DEADLINE PROPOSAL DUE DATE:	JULY 10, 2025, at 1:00 p.m.
EIGHTH DEADLINE PROPOSAL DUE DATE:	OCTOBER 16, 2025, at 1:00 p.m.
NINTH DEADLINE PROPOSAL DUE DATE:	JANUARY 2, 2026, at 1:00 p.m.
TENTH DEADLINE PROPOSAL DUE DATE:	JULY 10, 2026, at 1:00 p.m.
ELEVENTH DEADLINE PROPOSAL DUE DATE:	OCTOBER 16, 2026, at 1:00 p.m.
TWELVTH DEADLINE PROPOSAL DUE DATE:	JANUARY 4, 2027, at 1:00 p.m.
THIRTEENTH DEADLINE PROPOSAL DUE DATE:	JULY 9, 2027, at 1:00 p.m.
FOURTEENTH DEADLINE PROPOSAL DUE DATE:	OCTOBER 15, 2027, at 1:00 p.m.
FIFTEENTH DEADLINE PROPOSAL DUE DATE:	JANUARY 3, 2028, at 1:00 p.m.

CONTRACTORS WHO HAVE BEEN AWARDED A CONTRACT, DO NOT HAVE TO RESPOND TO THIS RFP EACH YEAR.

2. **REFERENCE II. INFORMATION FOR OFFERORS, 1. SOLICITATION SCHEDULE** is hereby changed as follows:

1. **SOLICITATION SCHEDULE**

RFP No. 24-DPR-RFP-160 – TENTATIVE SCHEDULE

RFP ISSUANCE	JUNE 1, 2023
QUESTION DEADLINE	DECEMBER 20, 2027, at 5:00 p.m.
PROPOSALS DUE	OCTOBER 16, 2023, at 1:00 p.m.
	JANUARY 3, 2024, at 1:00 p.m.
	JULY 10, 2024, at 1:00 p.m.
	OCTOBER 16, 2024, at 1:00 p.m.
	JANUARY 3, 2025, at 1:00 p.m.
	JULY 10, 2025, at 1:00 p.m.

OCTOBER 16, 2025, at 1:00 p.m.
JANUARY 2, 2026, at 1:00 p.m.
JULY 10, 2026, at 1:00 p.m.
OCTOBER 16, 2026, at 1:00 p.m.
JANUARY 4, 2027, at 1:00 p.m.
JULY 9, 2027, at 1:00 p.m.
OCTOBER 15, 2027, at 1:00 p.m.
JANUARY 3, 2028, at 1:00 p.m.
TBD

CONTRACT AWARD

3. **REFERENCE II. INFORMATION FOR OFFERORS, 2. QUESTIONS AND ADDENDA, THIRD PARAGRAPH** is hereby changed as follows:

QUESTIONS REGARDING THE ORIGINAL SOLICITATION MUST BE SUBMITTED BY [DECEMBER 20, 2027, AT 5:00 P.M.](#) EASTERN TIME TO BE CONSIDERED. ALL QUESTIONS RECEIVED BY THE QUESTION DEADLINE WILL BE RESPONDED TO WITHIN VENDOR REGISTRY AND POSTED FOR ALL OFFERORS. THE SYSTEM WILL NOT ACCEPT ANY QUESTIONS AFTER THIS DATE AND TIME

4. **REFERENCE III. INTRODUCTION TO REQUEST FOR PROPOSAL NO. 24-DPR-RFP-160, FIRST AND SECOND PARAGRAPH** is hereby changed to read:

The intent of this solicitation and resulting agreement is to obtain the services of multiple qualified contractors to provide summer and/or year-round break camps for the Arlington County Department of Parks and Recreation (DPR). Offeror(s) may submit proposals for either or both of the following two camps:

1. [Summer Camps.](#)
2. [Year-Round Break Camps](#)

The County will accept proposals throughout the contract period and may be making multiple awards during February, August, [and November](#) of each year. Offerors may submit their proposal for one, some, or all the types of activities listed or not listed in the Scope of Work. Additionally, if a particular type of program is offered in one age group and not another it does not disqualify that Offeror's proposal from consideration. The County shall also consider and evaluate proposals in categories other than what is listed in the Scope of Work. If the Contractor desires to submit a proposal for an activity that is unlisted, then the Contractor must submit that proposal with a full description of the proposed activity.

5. **REFERENCE IV. SCOPE OF SERVICES** is hereby replaced in its entirety with the **[Revised IV. Scope of Services.](#)**
6. **REFERENCE V. PROPOSAL REQUIREMENTS, 2. PROPOSAL SUBMISSION, SECOND PARAGRAPH** is hereby changed to read:

PROPOSALS WILL BE RECEIVED VIA VENDOR REGISTRY UNTIL:

[OCTOBER 16, 2023, at 1:00 p.m.](#)
JANUARY 3, 2024, at 1:00 p.m.
JULY 10, 2024, at 1:00 p.m.
[OCTOBER 16, 2024, at 1:00 p.m.](#)
JANUARY 3, 2025, at 1:00 p.m.

JULY 10, 2025, at 1:00 p.m.
OCTOBER 16, 2025, at 1:00 p.m.
JANUARY 2, 2026, at 1:00 p.m.
JULY 10, 2026, at 1:00 p.m.
OCTOBER 16, 2026, at 1:00 p.m.
JANUARY 4, 2027, at 1:00 p.m.
JULY 9, 2027, at 1:00 p.m.
OCTOBER 15, 2027, at 1:00 p.m.
JANUARY 3, 2028, at 1:00 p.m.

7. **REFERENCE VI. CONTRACT TERMS AND CONDITIONS, 1. CONTRACT DOCUMENT, FIRST PARAGRAPH** is hereby changed to read as follows:

1. CONTRACT DOCUMENTS

The "Contract Documents" consist of:

This Agreement
Exhibit A – Scope of Work
Exhibit B – County Nondisclosure and Data Security Agreement (Contractor and Individual)
[Exhibit C – Contractor Performance Evaluation Form](#)
[Exhibit D – Camp Submission Form](#)
[Arlington County Request for Proposal No. 24-DPR-RFP-160 is incorporated by reference.](#)

8. **REFERENCE VI. CONTRACT TERMS AND CONDITIONS, 5. PERCENTAGE SPLIT CONTRACT AMOUNT** is hereby changed to read as follows:

5. PERCENTAGE SPLIT CONTRACT AMOUNT

The Contract amount is based on a percentage split of the total registration fees charged per participant for camp, including extended care fees, at the resident rate, and before fee reductions ("Registration Fees"). Total registration fees for camp offerings and extended care fees will be determined in accordance with DPR's Fee Resolution and upon mutual agreement between the Contractor and the County. The County will pay the Contractor in accordance with the terms of the Percentage Split and Payment section below for the Contractor's completion of the Work as required by the Contract Documents. The Contractor will complete the Work for the total amount specified in this section ("Contract Amount"). The County will not compensate the Contractor for any goods or services beyond those included in Exhibit A unless those additional goods or services are covered by a fully executed amendment to this Contract.

The Contract Amount will be determined as follows:

- For programs that use an Arlington County owned/operated facility, the County shall pay the Contractor 70% of the Registration Fees.
- For programs that do not use an Arlington County owned/operated facility, the County shall pay the Contractor an 80% of the Registration Fees.

Fees charged by the County for the non-resident rate and credit card processing fees will not be included in the amount due to the Contractor based on the percentage split outlined above. The County will not pay the Contractor any other sum pursuant to this agreement.

The Contractor will not receive any payments for camps that are canceled by the Contractor or the County. The County will not be responsible for any loss in the Contractor's income or wages due to scheduled maintenance, emergency repairs, inclement weather cancellations, and/or any unforeseen circumstances that require the closure of a county facility.

The County will assess to the Contractor fees incurred by the County on behalf of the Contractor for background checks twice per year in September and March. The County will send an itemized list of these fees to the Contractor by email. For an explanation of the fees charged, please see Background Checks.

The County will invoice the Contractor for fees the County incurs on behalf of the Contractor for replacement of lost security access keys and keycards. The Contractor must pay the invoiced amount within 21 days of receiving the invoice. These fees are \$10 per keycard and \$15 per physical key.

7. **REFERENCE VI. CONTRACT TERMS AND CONDITIONS, 51. HIPAA COMPLIANCE** is hereby deleted in its entirety.
8. **EXHIBIT C BUSINESS ASSOCIATE AGREEMENT** is hereby deleted in its entirety.
9. **EXHIBIT D CONTRACTOR PERFORMANCE EVALUATION FORM** is hereby renamed EXHIBIT C – CONTRACTOR PERFORMANCE EVALUATION FORM.
10. **EXHIBIT E CAMP SUBMISSION FORM** is hereby renamed EXHIBIT D – CAMP SUBMISSION FORM.

The balance of the solicitation remains unchanged.

Arlington County, Virginia

Tomeka Price, VCO, VCA
Procurement Officer
tprice@arlingtonva.us

RETURN THIS PAGE, FULLY COMPLETED AND SIGNED, WITH YOUR BID:

BIDDER ACKNOWLEDGES RECEIPT OF ADDENDUM NUMBER 1.

FIRM NAME: _____

AUTHORIZED SIGNATURE: _____ **DATE:** _____

IV. REVISED SCOPE OF SERVICES

The Contractor will work with the DPR Program Specialist to provide summer and/or break camp programs for the residents of Arlington County. The Contractor will provide camps at Arlington County locations, the Contractor's place of business, or other County-approved off-site location(s), and camps may be held indoors or outdoors. The Contractor must obtain prior approval for any off-site locations.

The Contractor must adhere to all state and local guidelines relating to licensed camp programs and communicate all licensing needs directly through the County Project Officer. The County Project officer will support obtaining any necessary documentation in support of licensing requirements.

The Contractor must adhere to the Arlington Department of Parks and Recreation (DPR) Summer Camp Manual for Contracted Camps.

The Contractor must adhere to the Virginia State Code's requirements regarding [Barrier Crimes](#) for working with children and must not provide a staff member at any program under this Contract any person who has been convicted of or whom the Contractor knows to be under investigation for one or more of the following offenses::

- i. **Sex Offenses: All sex offenses** regardless of the amount of time since offense. Examples include child molestation, rape, sexual assault, sexual battery, sodomy, prostitution, solicitation, indecent exposure, etc.
- ii. **Felonies: All felony violence** regardless of the amount of time since offense. Examples Include: murder, manslaughter, aggravated assault, kidnaping, robbery, aggravated burglary, etc. **All felony offenses other than violence or sex offenses** within the past 10 years. Examples include drug offenses, theft, child endangerment, etc.
- iii. **Misdemeanors: All misdemeanor violence offenses** within the past 7 years. Examples include simple assault, battery, domestic violence, hit and run, etc. **All misdemeanor drug offenses** within the past 5 years. Examples include simple drug possession, possession of drug paraphernalia, etc. **All misdemeanor traffic offenses** within the last 5 years. Examples include driving under the influence, driving while intoxicated etc., and if the Contractor's program is responsible for transportation of adults and/or children, additional reckless driving, excessive speed, etc. **Any other misdemeanor within** the past 5 years that would be considered a potential danger to children or is directly related to the functions of that staff/volunteer. Examples include contributing to the delinquency of a minor, providing alcohol to a minor, etc.

1. **CAMP SUBMISSION PROCESS AND FACILITY ALLOCATION**

During the camp submission process, DPR will provide the Contractor a camp submission form (Exhibit E) via email. The Contractor must submit the fully completed camp submission form by the given deadline. The camp submission form details a list of camps that the Contractor would like to offer for the designated season with the space requirements needed for the camp(s) and preferred location(s). Preferred locations are not guaranteed but are considered when offering camp spaces to Contractors.

2. **TRAININGS AND MEETINGS**

The Contractor will be responsible for staff training and obtaining mandatory certifications, as detailed in the Scope of Work (i.e., CPR/First Aid, Medication Administration Training-Independent

Study (MAT-IS), Medication Administration Training-Diabetes (MAT-D)), etc.). The Contractor is solely responsible for expenses related to staff trainings and mandatory certifications. At times, Arlington County may host mandatory meetings for all Contractors. These meetings/trainings will include current and relevant information, such as seasonal camp submission updates, inclusion basics, and more. If a meeting is identified as mandatory, a Contractor representative must attend. If a Contractor representative cannot attend, arrangements must be made by the Contractor with the County Project Officer to review content discussed.

3. PROGRAM OFFERINGS

At a minimum, the County offers the following camp programs:

A. Classic Camps

- Traditional Day Camps

B. Visual & Performing Arts

- Art
- Dance
- Music
- Sewing
- Theatre/Drama

C. Specialty & Exploration

- Business
- Chess
- Computer Programming
- Engineering
- Foreign Language
- Gaming
- Robotics
- Science

D. Nature, Adventure & History

- Biking (i.e., Bike Tours, Mountain Biking, BMX, etc.)
- Canoeing
- Fishing
- Kayaking
- Orienteering/Wilderness
- Rock Climbing (Indoors)
- Ropes/Course Challenge
- Sailing

E. Cooking & Wellness

- Cooking
- Healthy habits

F. Sports

- Baseball
- Basketball
- Biking

- Cheerleading
- eSports
- Fencing
- Field Hockey
- Flag Football
- Football
- Golf
- Lacrosse
- Martial Arts
- Multi-Sport
- Roller Hockey
- Skating (i.e.: In-Line Skating, Skateboarding, etc.)
- Soccer
- Softball
- Sports Training
- Table Tennis
- Tennis/Racquet Sports
- Pickleball
- Ultimate Frisbee
- Volleyball

The County reserves the right to add additional camps not listed above and may require the Contractor to provide the additional camps.

4. DPR SUMMER CAMP CATALOG

The Contractor will provide camp information per the County’s template (Exhibit E) for the Arlington County Department of Parks and Recreation Summer Camp Catalog and will review and provide edits to the listings as needed.

5. FEE SETTING

The County will work with the Contractor to set camp fees within the ranges of the County Board Adopted Fee Resolution, to include registration fees, extended care fees, supply fees, and any other costs. Camp fees will be approved in the fall, prior to the next calendar year’s camp season. Failure to agree upon camp fees may result in the camp not being administered during the following summer and/or school breaks. The County will charge a surcharge of 15% to campers who do not meet the same residency requirements outlined in the [Fee Reductions](#). Residents are considered those who live, go to school in Arlington County or are dependents of an Arlington County Employee.

6. REGISTRATION

COUNTY RESPONSIBILITIES:

The County will provide registration for all camp programs through Arlington’s web-based registration system. This includes but is not limited to:

- Processing all fee reductions and handling any customer service issues dealing with registration. The fee reduction policy can be found at: <https://www.arlingtonva.us/Government/Departments/Parks-Recreation/Programs/Fee-Reductions>.
- Providing digital access to camper information records within 30 days of the start of registration via ePACT (or similar platform).

- Providing the Contractor with electronic camp rosters 14 days and 7 days prior to the camp's start date. The Contractor may request additional rosters at any time after registration begins; the County will provide the requested rosters within 5 business days.
- Providing refunds for camps canceled in accordance with the [DPR refund policy](#).
- When listed as an offering for the camp program, the Contractor will operate before or after care sessions regardless of enrollment in extended care. If no campers are enrolled, the before and after care option can be cancelled beginning 14 days prior to the session start date.
- Canceling any camps that do not meet minimum enrollment requirements 14 days prior to the camp's start date. The County will notify participants by email.
- Notifying camp participants via email of any camps canceled due to low enrollment.
- Calculating Registration Fees due to the Contractor based on the final camp roster. Final camp rosters are run on the last day of the session (e.g., Friday for a one-week session) or individual offering date (for one-day programs).

CONTRACTOR RESPONSIBILITIES:

- Respond to any inquiries from the County or camp registrants within 48 hours by email or phone.
- Work with the Program Coordinator to provide any specific camp registration requirements, to include forms, additional questions, or requests.
- Communicate directly with those requesting special assistance and modification requests. Participants who have requested support will be identified on digital camper information records provided by DPR.
- Ensure all campers have required paperwork completed prior to being admitted to the program for the day. If the emergency record reflects as incomplete in ePACT (or similar County system), the Contractor will collect a signed emergency record from the parent and submit to DPR for uploading.

7. POSTPONEMENT, RESCHEDULING, CANCELLATIONS, & REFUNDS

If the original camp site becomes unavailable for any reason, up to 48 hours before the camp start date, the County's Project Officer will try to find an alternative location where the Contractor can deliver the program services. If a situation arises mid-week, the Project Officer will try to find an alternative space to relocate the camp that same week. The Contractor will move any equipment and program supplies necessary to operate the camp. Moving of equipment must not impact camp hours or operations and must be coordinated with the Project Officer. The Contractor will operate camps for all agreed-upon hours and camp services if an alternate location is secured. If no alternate location is available, the County will postpone or cancel the remainder of the camp until an available alternate location can be secured.

Should maintenance be required at a County facility in which a program is to be held or is currently in progress, the County reserves the right to relocate the program to an alternate County facility, or upon agreement, the Contractor's place of business or other off-site location. The County will determine the best course of action to provide facility maintenance to County locations with minimal impact on the Contractor's ability to provide camp services. Whenever possible, County staff will provide at least 30 days' notice to the Contractor for any scheduled maintenance.

Inclement weather may alter available camp program spaces. If inclement weather requires field closures or creates unsafe outdoor conditions, outdoor spaces may become unavailable. If indoor

spaces have been allocated these should be utilized during inclement weather with modified program activities. The County and the Contractor will collaborate to explore all possibilities for relocation or modification before cancelling camp for the day, but if no indoor space has been allocated, the County may unilaterally cancel the program.

8. GENERAL CAMP OPERATIONS

The Contractor and its staff must meet the following requirements for all camp operations.

- A. Operate all camps in full accordance with the [Arlington Department of Parks and Recreation \(DPR\) Summer Camp Manual for Contracted Camps](#).
- B. A minimum of two staff members must be present on site when campers are present.
- C. Provide all equipment and supplies, such as athletic equipment, first aid equipment, portable water coolers, drinking cups, video equipment/technology, t-shirts, and awards (if appropriate) for all campers.
- D. Obtain prior approval from the DPR Camp Coordinator to conduct alternative activities to the camp description, which may be done only in rare circumstances.
- E. Disclose any sales of food/snacks/drinks/etc. to the DPR Camp Coordinator prior to the start of the camp.
- F. Adhere to all facility rules and regulations, including direction provided from on-site facility staff.
- G. Remove each day all equipment and/or supplies for each camp as there is limited storage space and overnight storage is not guaranteed.
- H. Ensure that the camp will comply with all licensing and copyright regulations related to musical performances, if applicable, and be responsible for all necessary fees required by American Society of Composers, Authors and Publishers (ASCAP), Broadcast Music (BMI), and Society of European Stage Authors and Composers (SESAC).
- I. Submit all client complaints via email to the DPR Camp Coordinator within 48 hours of the issue occurring and assist with any investigation conducted.
- J. Repair and replace equipment belonging to the County or Arlington Public Schools (APS) that is damaged, destroyed, or broken by any of the campers or the Contractor's staff.
- K. Replace any lost or stolen County or APS property issued to the Contractor for use in the camp. The County will determine and send the Contractor an itemized invoice for acceptable replacement items.

9. RECORDS/REPORTS

The Contractor shall:

- A. Submit an updated Certificate of Insurance to the DPR Camp Coordinator prior to the camp season, as detailed in the Contract.
 1. For Summer Camp Only providers the deadline is June 1
 2. For Year- Round Break Camp providers, the deadline is August 1.
- B. Maintain records of updated staff information in hard copy on site or accessible electronically. Staff information must include:
 1. Staff Name
 2. Staff Role at Camp (i.e., director/lead or support staff or volunteer)
 3. Birthday
 4. Phone Number (or Contact Number)
 5. Background Check Status
 6. Training & Certifications (First Aid/CPR/MAT)
- C. Upon request from the County, provide the documents listed below via e-mail or postal mail to the DPR Camp Coordinator within two days of request:

1. Completed Background Checks
 2. CPR/First Aid certification cards
 3. MAT Certification Certificate
 4. Staff birthdates
- D. Use a sign-in/ sign-out sheet for all participants each day the camp operates. If the Contractor creates the sign-in sheet, the following information must be included: participant names, the date of the camp, the name of the camp, and the Contractor's name, phone number, and e-mail address. The Contractor may instead choose to use the digital sign-in sheet in ePact.
- E. If the Contractor requires supplemental waivers for its camp, it is the Contractor's responsibility to maintain an accurate record and copy of all original signed waivers in accordance with any federal, state, or local records and retention guidelines.

10. STAFFING REQUIREMENTS

The Contractor must comply with the following staffing requirements:

- A. Provide staff-to-participant ratios no less than those listed in the [Arlington Department of Parks and Recreation \(DPR\) Summer Camp Manual for Contracted Camps](#).
- B. Provide personnel certified adult and child CPR/First Aid.
 - Each camp location is required to have a minimum of one staff member who always holds an active adult and child CPR/First Aid certification on site during program hours.
 - Certified personnel must complete adult and child CPR and First Aid certifications at least one week prior to the camp start date.
 - The DPR Camp Coordinator may request proof of certifications at any time, and the Contractor must provide copies of the certifications to the DPR camp Coordinator within two calendar days.
- C. Provide personnel certified to administer medication to participants as needed.
 - Each camp location is required to have a minimum of one staff member who always have at least one staff member with an active MAT certification on site during program hours. The certified personnel must complete an active Medication Administration Training (MAT) certification at least one week prior to the respective camp start date.
 - The DPR Camp Coordinator may request proof of certifications at any time, and the Contractor must provide copies of the certifications to the DPR Camp Coordinator within two calendar days.
- D. Provide a full staffing list at least one week prior to the start of the program outlining the staff members, their ages, and their position types. Substitute staff members do not need to be included on this listing; however, when substitute staffing is utilized, it is the responsibility of the Contractor to ensure that appropriate staff members are on site as required.
- E. Provide email and phone number contact information for the on-site camp director for each camp program no later than one week prior to the start of the program.
- F. Provide on-site directors meeting the following criteria:
 - Must be at least 21 years of age.
 - Must be on-site at all times of the camp's operation.
 - Must have training and a minimum of one year of experience working with youth in a childcare or recreation program environment.
- G. Provide staff leadership meeting the following criteria:
 - Must be at least 18 years of age.
 - Must have training and a minimum of three months of experience working with youth in a childcare or recreation program environment.
- H. Contractors may have staff members younger than 18 years of age; however, minor staff

member cannot be left alone with camp participants, and staff under the age of 18 do not count towards participant ratios.

11. POST-CAMP

The Contractor must remain in good standing throughout the term of the Contract with Arlington County by obtaining an average of good ratings from County site visits and customer satisfaction surveys. Customer satisfaction surveys are revised annually by the County. The County will provide the Contractor a copy of the customer satisfaction survey prior to the first day of camp.

- A. All camp programs must be evaluated by program participants and/or parents/guardians of program participants.
- B. The Contractor will receive survey results for their camps at the end of the summer season. Should DPR receive a negative comment regarding a camp at any time, DPR will notify the Contractor so potential issues can be addressed.

12. PROGRAM EVALUATION

The County will evaluate the Contractors on an annual basis. The forms used for evaluation are included in the [Arlington Department of Parks and Recreation \(DPR\) Summer Camp Manual for Contracted Camps](#).

13. PROGRAM MARKETING

The County will promote the programs in applicable marketing materials dependent upon the camp season. The Arlington County Summer Camp Catalog is posted on the County website and the camp registration site and also is distributed in hard copy. All other break camp offerings are posted on the County website and the camp registration site. Supplemental marketing flyers and materials will be distributed through relevant County and APS divisions.