



**REQUEST FOR PROPOSALS 2-2  
FOR SCHOOL BUS TRANSPORTATION SERVICES FOR THE 2024-2025 SCHOOL YEAR  
SPOKANE INTERNATIONAL ACADEMY**

Proposers, please submit your proposal electronically by uploading documents using the following form: [RFP Transportation Submittal 2024](#)

Proposers may submit a hard copy of the RFP to:

Spokane International Academy  
777 E Magnesium Rd.  
Spokane, WA 99208

RFP Spokane International Academy Transportation Services 2024-2025  
Due: February 23, 2024, by 2:00 PM, PST

*Spokane International Academy does not discriminate in any programs or activities on the basis of age, sex, race, creed, religion, color, national origin, honorably discharged veteran or military status, sexual orientation, gender expression, gender identity, the presence of any sensory, mental, or physical disability, or the use of a trained dog guide or service animal and provides equal access to the Boy Scouts and other designated youth groups. The following employee has been designated to handle questions and complaints of alleged discrimination: Civil Rights, Title IX, and Section 504 Coordinator: Jacqueline Pariseau, 509-209-8730, [pariseau@spokaneintlacademy.org](mailto:pariseau@spokaneintlacademy.org); Address: 777 E Magnesium Rd. Spokane, WA 99208*

**Notice Requesting Proposal**

Notice is hereby given that Spokane International Academy (hereinafter referred to as SIA) is requesting proposals from qualified entities (hereinafter referred to as Proposer[s]) to provide transportation services to students during the 2024-2025 school year.

Those interested in receiving a hard copy of the bidding and proposal documents may request the package by calling Brook Wilkerson at (509) 209-8730.

SIA will record and provide answers to any questions or requests for clarifying information about the RFP during the question and answer period. All answers will be posted on SIA's website at <https://www.spokaneintlacademy.org/rfp-submissions>.

Proposers may submit their proposal by uploading documents via the [RFP Transportation Submittal 2024](#) form. Hard copy proposals must be submitted in a sealed envelope(s) (or wrapped and sealed) and must be marked “PUPIL TRANSPORTATION PROPOSAL”, with the name and address of the respondent marked clearly on the outside of each envelope or wrapped package. SIA will accept all proposals received on or before February 23, 2024, by 2:00 PM PST. SIA will not accept proposals that are received after the deadline. Questions may be directed to SIA via the [Question Submittal](#) link at least seven (7) days before the proposal deadline.

SIA reserves the right to reject any or all proposals and to waive any errors or corrections in a proposal or the proposal process. The school also reserves the right to select any proposal that is determined to be in the school's best interest and that may not represent the lowest prices submitted.

SIA will award the Contract based on a review and analysis of the proposals by an Operations Committee to determine which proposal best meets the needs of SIA. No proposals may be withdrawn after the proposal due date and time unless the contract award is delayed for sixty (60) calendar days after the February 23, 2024 proposal due date.

The process will include a review and evaluation of Proposer’s methodology and the procedures that they will employ to provide the services identified in this RFP. To the extent that a Proposer has experience providing similar services to this or other educational entities, this information should be indicated in the proposal.

### **Administrative and General Information**

School Information: Spokane International Academy (SIA) is a nonprofit organization based in Spokane, Washington authorized by the Washington State Charter School Commission to open and operate a public K-12 school in Spokane. SIA will serve grades K-12 during the 2024-2025 school year and each consecutive school year with an anticipated student enrollment of 795.

Address	777 E Magnesium Rd, Spokane, WA 99208	
Bus Arrival/Unloading AM	7:35 am - 7:45 am	M, T, W, TH, F
Bus Depart AM	7:40 am - 7:50 am	M, T, W, TH, F
Bus Arrival PM	3:15 pm	M, T, W, TH
Bus Loading PM	3:15 pm - 3:25 pm	M, T, W, TH
Bus Depart	3:20 pm - 3:30 pm	M, T, W, TH
Bus Arrival PM - Friday Only	1:15 pm	F
Bus Depart PM - Friday Only	1:25 pm	F
Bus Arrival PM - Early Dismiss Only	11:40 am	Random Days
Bus Loading PM - Early Dismiss Only	11:40 am - 11:50 am	Random Days

Bus Depart PM - Early Dismiss Only	11:45 am - 11:55 am	Random Days
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Purpose: SIA seeks proposals from qualified respondents (the “Proposers”) interested in providing student transportation services as described in this proposal.

SIA will require the Proposer to provide comprehensive services, management, superior workforce, and service supervision. The Proposer will supply and pay for all labor, supervision, equipment, supplies and materials, vehicles, maintenance, and insurance necessary to deliver the proposed service.

The Proposer is responsible for all day-to-day student transportation operations (refer to Scope of Services). SIA expects Proposer to have the staffing, resources, and expertise necessary to complete the service required as well as a plan to deliver a high-quality, dependable transportation service. Proposers are to have a management structure that will ensure high-quality customer service, as well as a plan to maintain responsiveness and effective communication with the SIA operations team and parents. Proposers are expected to offer the requested service at a competitive price, and all of the necessary factors that contribute to the price must be included in the proposed price. The Proposer is to have a demonstrated track record of success in the industry, is to provide positive references, and is to have sound business practices that show fiscal responsibility.

**Contract Period:** This proposal addresses the contract period from August 1, 2024, through July 31, 2025. The contract may be renewed and extended for a period of up to five years (5) total upon mutual written agreement by both parties. Any extensions and escalations must be agreed upon in writing by May 1 of the contract year.

**Proposal Authorities, Restrictions, and Clauses**

**SIA Authorities and Options**

- SIA reserves the right to reject any proposals for any reason.
- SIA reserves the right to negotiate any proposals for any reason.
- SIA has 60 days from the submission deadline to accept a submitted proposal; the Proposer cannot withdraw a proposal within those 60 days without mutual consent from SIA.
- Final prices will be negotiated between the Proposer and SIA.

**Proposer Requirements/Scope of Services**

**Staffing:** The Proposer agrees not to discriminate against any employee or applicant for employment because of race, color, religion, sex, sexual orientation or preference, gender identity and expression, national origin, ethnicity, age, disability, marital status, military service status, genetic information, or any other protected classification. The Proposer will ensure that all employees involved in their services **pass an OSPI background check and drug screening, as well as an annual motor vehicle record (MVR) check,** before commencing with providing services to SIA and that copies of these are provided to SIA if requested. All drivers must be authorized by the Office of Superintendent of Public Instruction as a school bus driver in Washington State.

The Proposer will, at the request of the Head of School, Chief Financial Officer, Chief Operating Officer, or the Director of School Operations, immediately remove from providing services to SIA any person who, in the opinion of SIA, has been conducting himself or herself improperly. The Proposer will not permit a person so removed to remain on or return to any SIA location unless prior written consent is provided by SIA. SIA may request and require all drivers and supervisors to attend professional development with the school on topics such as school culture or behavior management.

**Bus Drivers:** The Proposer is responsible for the hiring, assigning, training, and managing of all bus drivers. Both regular and substitute drivers shall be assigned as consistently as possible to the same bus run for route familiarization and student behavior management. It is the express desire of SIA that the rate of driver turnover be minimal. SIA delegates to the Proposer's drivers that they have the necessary authority to maintain orderly behavior on buses, and drivers must have the training and experience necessary to control student conduct. Any change in bus drivers or use of substitute drivers should be communicated to SIA with as much notice as possible and always before the start of the route.

**Student Behavior and Discipline:** The Proposer shall collaborate with SIA to establish best practices regarding student behavior and discipline on the bus, and align on appropriate disciplinary procedures before the start of the school year.

**Buses:** All school buses shall be DOT certified, and comply with Washington's specifications and registrations. The Proposer shall ensure that all buses have first aid kits, fire extinguishers, operational and lighted stop arms, backup alarms, functional exit doors, working two-way radios (or other means of communication between the bus and the school), an up-to-date inspection sticker, and a working interior camera system.

**Fleet Maintenance:** The Proposer is responsible for maintenance and repairs on all vehicles utilized under the contract at its own cost. The Proposer is to ensure there is no disruption in daily transportation by providing sufficient spare vehicles as backup units during breakdowns and whenever vehicles may be out of service for maintenance or repairs. The Proposer shall also perform daily pre-trip inspections and promptly correct any deficiencies discovered on any vehicles or equipment to be utilized under the contract. Under no condition may an unsafe bus be used to transport students. The Proposer will keep on file the completed inspection sheets and submit copies of the sheets to SIA if requested. The Proposer shall provide daily interior cleaning of all vehicles. Exterior cleaning will be done at least twice a month while school is in session. Vehicle windows must be clean and clear, and vehicle numbering must be visible at all times.

**Safety:** The Proposer is responsible for implementing and administering a comprehensive safety program that ensures the safety of all SIA students and faculty. The program must include continuing on-the-road training and classroom training for all drivers as well as yearly emergency exit drills (documented) for all students. The safety of the transported children is our primary priority. Additionally, all buses are to be equipped with a working camera system with full viewing capabilities of the entrance and all seats in the vehicle, and School personnel shall be given access to the security videos as requested.

**Assignments:** The Proposer will not make any assignments or subcontract for the work without prior written permission from SIA.

**Legal:** The Proposer must fulfill all obligations in compliance with all applicable laws and regulations, including the Occupational Safety and Health Act and laws related specifically to student transportation that may be enacted by the state of Washington or other legislative bodies of appropriate jurisdiction. The Proposer must promptly notify SIA concerning any litigation or claims filed with any federal or Washington State agency involving the Proposer or its parent or subsidiary companies.

**Force Majeure:** It is agreed by the parties that in the event the Proposer is unable to provide transportation services as herein specified because of acts of God, fire, riot, war, civil commotion, picketing, strikes, pandemics, labor disputes, or any other similar conditions, SIA shall excuse the Proposer from performance hereunder. Under these circumstances, the school shall have the right, but not be required, to assume the transportation operations with such Proposer equipment, school employees, or other persons as the school may deem appropriate until the Proposer can resume operation. If the school does not operate the buses, it is not obligated to any payments. The school shall pay to the Proposer for such buses used, the same amount specified in the heretofore-mentioned rate schedule, less all expenses and costs incurred by the school in securing the services of operating and management personnel and other additional costs that are incurred. The Proposer shall provide supervisory personnel to assist the school.

The Proposer shall not be released from contractual obligation because of the above-mentioned conditions until it is satisfactorily established that the non-performance is not due to the fault or neglect of the Proposer.

**PERMIT, LICENSES, LAWS, AND REGULATIONS:** The Proposer and all his employees or agents shall secure and maintain in force such licenses and permits as required by law for furnishing the services herein specified, and comply with and observe all provisions of the Washington Motor Vehicle Code, Superintendent of Public Instruction codes, directive and regulations, and those of any other governmental agency and the school relating to the transportation of pupils.

**HOLD HARMLESS CLAUSES:** The Proposer, while performing the requirements for transportation herein, shall hold harmless and indemnify the school and the Board of Directors and its officers and employees from every claim or demand including attorney fees which may be made because of:

- A. An injury to person or property sustained by the Proposer or by any person, firm, or corporation, employed directly or indirectly by it upon or in connection with its performance under the Contract, however caused.
- B. Any injury to person or property sustained by any person, firm, or corporation caused by an act, neglect, default, or omission of the Proposer or any person, firm, or corporation directly or indirectly employed by it or in connection with its performance.
- C. Any act arising from neglect, default, or omission of the Proposer in performance of the Contract,
- D. Proposer's hold harmless and indemnification agreement herein set forth shall extend to and include all activities while equipment is being operated independently by the Proposer. The agreement to indemnify, hold harmless, and defend shall be total and complete being intended to avoid and insulate the school from any and all liability, loss, damage, cost, charge, claim, or demand, including attorney fees against the school.

The Proposer, at its own expense and risk, shall defend any legal proceeding that may be brought against the school, Board, or any officers or employees on any such claim or demand to which the foregoing indemnity applies and satisfy any judgment that may be rendered against the school, Board, or school officers or employees therein.

The requirements of this section shall survive the termination of any contract entered into between the Proposer and SIA. The Proposer and SIA acknowledge that the provisions of this paragraph have been explicitly agreed to.

**Insurance:** The Proposer must indemnify and provide insurance coverage that will minimize SIA's exposure:

- Worker's Compensation/Employer's Liability insurance to cover bodily accidents for not less than \$1,000,000 per accident.
- Comprehensive General Liability insurance in the form of comprehensive, contractual insurance, personal injury, broad-form property damage, premises operations, and completed operations in an amount of not less than
- \$1,000,000 per occurrence and \$3,000,000 aggregate.
- Automobile Liability and Physical Damage insurance for an amount of not less than \$1,000,000 for each bodily injury and property damage combined, single limits, and extensions of comprehensive coverage for all leased, owned, and hired vehicles.
- Proposer must name SIA as an "additional insured" on all such policies, with the cost of this to be borne by Proposer. Copies of Certificates of Insurance listing SIA as "additional insured" must be provided to SIA before commencement of services and must be kept up-to-date.

**Inspection and Supervision:** The Director of School Operations or Chief Operating Officer will inspect the operations regularly and call upon the Proposer when it is determined the service is not adequate. The Proposer will address all safety-related concerns immediately. All non-safety-related concerns shall be addressed within 48 hours. Additionally, the Proposer will meet with the Director of School Operations regularly to ensure open and regular feedback and communication.

**Pricing:** All costs associated with this service must be enumerated in the submitted proposal. Any additional costs will not be honored. Attachment A must be filled out IN FULL. Any level of service that the Proposer does not wish to provide must be indicated with N/A. For any service that the Proposer includes in a price on another line, please indicate such with INC (for "Included in the price") and reference the applicable line. For example, if cameras are included in the base cost at no extra charge, write "INC" under the section for cameras. Provide details as requested in all boxes and additional information as necessary. Field trip pricing may be calculated in mileage or per trip.

**Escalation Clause:** It is recognized by the parties hereto (1) that certain of the Proposer's operational expenses such as the cost of buses, materials, and labor may change materially, up or down, during the contract period; (2) that such changes in cost cannot be determined in advance; (3) that without a realistic clause in the contract, the parties must of necessity agree on a rate high enough to compensate for possible, yet the unknown added cost to cover the entire term of the contract; (4) that if an escalation clause is included in a contract, which is fair

and just to both Proposer and SIA, cost projections and bids can be more accurate and the corresponding rate the school would pay will be lower than it otherwise would be.

To adjust annual billing rates, the Proposer will annually assess changes in its operating costs for the current year versus the previous year and will submit annually, no later than March 1 of each contract year, a request for an increase or decrease of rates for the ensuing school year. Any requested increase will require evidence that the Proposer's cost has actually or will increase by the requested amount for it to be granted. It is agreed that such requested increases or decreases shall not exceed the annual change in the Implicit Price Deflator (IPD) per RCW 28A.400.205.

**Invoices and Payments:** SIA's standard payment terms are net 30 days after receipt of an accurate invoice. Invoices may be sent no more frequently than once per month.

Invoices including any overage charges will include details of the overage time being charged. These details shall include, but not be limited to:

1. Date of overage
2. Detailed reason for overage
3. If the overage occurred on the AM or PM run

In the event the Proposer presents SIA with invoices, statements, reports, etc. that are incomplete, or inaccurate, SIA may be required to perform substantial research which could result in delay of payment. SIA will not be responsible for any interest charges and/or late fees as a result of delayed payment due to time delays caused by inadequate, incomplete, or inaccurate information provided in invoices or statements by the Proposer.

**Ridership Reporting:** The Proposer will prepare and submit weekly driver logs and monthly ridership reports to the school with the transportation invoice. Ridership data will comply with Washington State statutes and will include student counts for both AM and PM basic programs and special education transportation. Ridership reports will include total daily counts that calculate morning ridership from "home to school" and afternoon ridership from "school to home." Student ridership counts will be taken by the bus drivers at the school load zone.

**Contract Type:** The preferred contract type to be awarded is a fee-per-route contract. However, if the Proposer has reason to believe a better (more cost-effective) method is practical, then the Proposer is encouraged to offer that better pricing option as an alternative in its submitted proposal. SIA will consider that type of contract as it compares with other recommended contract options. The contract type providing the best value, over the longest period is what SIA seeks.

### **Routing Services**

It is expected that the Proposer will provide Routing Services to SIA. All stops and routes are to meet the specifications below and abide by any applicable laws and regulations but shall otherwise be designed to be as convenient as possible for the families and students utilizing these transportation services.

If Routing Services are included in your proposed prices, please indicate as such and include the information requested below. If Routing Services are available at an additional cost, please indicate as such.

Proposers must be able to deliver on the following expectations:

1. **Data Management:** The Proposer must work with SIA to effectively and regularly communicate student demographic information, bus rosters, and routes across all pertinent systems, including SIA's Student Information System, the Proposer's Routing System, and the Proposer's Dispatch System.
  
2. **Roster/Route Maintenance:** The Proposer shall update Rosters at least WEEKLY during the first four weeks of school and students can be reassigned to existing stops on that schedule by the school. This is to ensure that drivers have access to the most up-to-date ridership information and contact information following changes in the school's Student Information System. Routes will be updated within 5 business days when requested by the school to accommodate new students or to best meet the needs of families and students and to continuously improve operations. Route changes for homeless students will be implemented within 48 hours and will comply with the McKinney – Vento Homeless Assistance Act.
  
3. **Special Considerations for SPED Service:** SIA expects that any updates to Special Needs Bus Service will be completed within 48 hours of the Proposer receiving the request.
  
4. **Additional Routing Services:** SIA may run extra academic programming that will require the creation and maintenance of new routes during the school year. The Proposer must expect (and have the capacity to support) a large number of roster and route changes during the first two weeks of school of any year.
  
5. **Confidentiality:** Student information shared with the Proposer must be kept confidential. For example, the federal McKinney-Vento Homeless Assistance Act specifically requires drivers to maintain the confidentiality of homeless student information. All student medical information also must be handled with strict confidentiality.

**CERTIFICATION REGARDING FEDERAL DEBARMENT:** By submitting a proposal, the Proposer certifies that neither it nor its principals are presently debarred, declared ineligible, or voluntarily excluded from participation in transactions by any federal department or agency. A declaration to this effect will be part of the final contract signed by the Proposer. At any time during the duration of this contract, if the Proposer or its agents become debarred, or excluded from participation in transactions by any federal department or agency, the Proposer will notify the school of such action.

**BID DISCLOSURE CLAUSE:** By submission of this proposal, each Proposer and each person signing on behalf of any Proposer certifies under penalty of perjury, that to the best of his or her knowledge and belief, the prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement with any other bidder or competitor, and further, that the prices which have been quoted in the bid have not and will not be knowingly disclosed by the Proposer before opening, directly or indirectly, to any other Proposer or competitor.



## **Proposal Requirements**

***Carefully read all instructions, requirements, and specifications. Fill out all sections completely.***

**Please submit the following documents as part of your proposal:**

1. Executive Summary detailing qualifications (2 page Maximum)
2. Company Overview/Fiscal Responsibility Summary
  - a. Experience in the education industry and Spokane, Washington, and the surrounding areas
  - b. Organization chart
  - c. Copies of Licenses and Certifications (including, but not limited to, license to conduct business in the state)
  - d. Liability Insurance Certificate and W-9
3. General Organization Policies and Procedures
  - a. Employee sourcing, screening, and hiring procedures
  - b. Frequency and type of background checks performed
  - c. Staff training/professional development program
  - d. Safety and security program
4. Performance History & Preparedness for SIA
  - a. Proposer's references (3 minimum from other school districts where possible)
  - b. Summary of ability to take on the additional workload expected by the Proposer
5. Customer Service Proposal
  - a. Management/supervision structure
  - b. How Proposer plans to monitor, measure, and communicate service quality
  - c. Contingency/coverage plan for expected and unexpected absences or staff turnover
  - d. Other methods for ensuring high-quality service
6. Implementation Plan for SIA
  - a. Employee recruiting and/or existing staff transition plan
  - b. Training/onboarding plan
  - c. Proposed implementation timeline
7. Cost/Pricing Proposal – Attachment A
8. Contact Information – Attachment B
9. Checklist of Required Elements – Attachment C

## Evaluation Criteria

**Evaluation:** A variety of weighted criteria, given below, will be considered in evaluating the proposals. This evaluation will be made based on information provided within the Proposal, by the Proposer during the RFP process or negotiations, or obtained through outside sources including news articles, press releases, client references, industry references, vendors, and any other sources.

- **Price (25 pts):** Proposer offers the requested services at a competitive price, and all of the necessary factors that contribute to the price are accounted for.
- **Service Capability Plan (25 pts):** Proposer has the staffing and resources necessary to complete the service required and a plan to deliver high-quality service.
- **Performance History and Reputation (20 pts):** Proposer has a demonstrated track record of success in the industry and/or in Washington State and provides positive references.
- **Personnel and Management (10 pts):** Proposer provides resumes, operations manuals, and/or other documentation that verifies personnel policies and procedures that support staff development and outline expectations for experience, training, safety adherence, and professional conduct.
- **Financial Stability (10 pts):** Proposer provides requested information to show fiscal responsibility and sound business practice.
- **Customer Service and Management Methodology (10 pts):** Proposer's management structure will ensure high-quality customer service.

**Cost/Pricing Proposal Pricing**

Proposers must use the below chart to indicate their proposed unit prices. Proposed rates are to include ALL operating costs, including but not limited to overhead, facilities, maintenance, staffing, training, equipment, insurance, software, and any other costs necessary to provide school bus transportation services. (If the pricing structure is different than the chart below, please attach an additional pricing menu to the proposal):

Proposers shall submit pricing by RUN, defined as a single round trip for a bus from an initial stop to a school at the beginning of the day or from a school to a final stop at the end of the school day. A regular (un-tiered) bus that carries children to one school in the AM and then back home from that school in the PM completes 2 RUNS per day.

It is understood that different Runs may require different amounts of time. The Proposer will work with SIA to determine time needs for each run at the beginning of the school year and re-evaluate if deemed necessary by either party. Bids will be based initially on a 2-hour Minimum and upon successful award of the contract Proposer will work with SIA to determine the Run time needed.

- Any service that will NOT be offered must be indicated by filling in the appropriate cell with N/A.
- For any service that the Proposer will include in a price on another line, please indicate such with INC and reference the applicable line.

The Proposer must offer pricing for regular school buses. Proposers may submit different prices for mini-bus, vans, taxis, wheelchair-accessible buses, or other vehicles. Proposers must indicate estimated passenger counts for non-standard buses.

**Attachment A (page 2 of 3)**

**Costs Per Run**

	Regular Bus 52-60 Passenger	Regular Bus 65-78 Passenger	Wheelchair Bus	Mini Bus or Van	Other (Please Specify)
Per Bus (2-Hour Minimum) 1 AM run and 1 PM run					
Hourly rate per bus over run minimum					
In-Town Field Trip Per Bus					
Out-of-Town Field Trip (Less than 100 miles) Per Bus					

**Attachment A (page 3 of 3)**

**Additional Services**

**(If included in the above prices, please indicate with “INC”; if not offered, please indicate with “N/A”)**

	Regular Bus	Wheelchair Bus	Mini Bus Or Van
Real-Time GPS Positioning Additional cost per bus per day			
Cameras on the Exterior of Bus Additional cost per bus per day			
Electronic Bus Pass/Ridership Tracking System Additional cost per bus per day			
Special Needs Trained Monitor Additional cost per bus per day			
Other Optional Features (Please Specify)			

**Attachment B**

**CONTACT INFORMATION**

<b>Primary Contact Name Primary Contact Phone Number Primary Contact Email Address</b>	
<b>Company Legal Name Company Address Company Phone Number</b>	
<b>Company Website</b>	
<b>Year Company Founded</b>	
<b>Years Operating in Washington State</b>	
<b>Number of Clients</b>	
<b>Number of Employees</b>	
<b>Authorized Representative Name</b>	
<b>Authorized Representative Signature</b>	

**Attachment C**

**Checklist of Required Elements**

<b>ITEM</b>	<b>PAGE</b>	<b>INCLUDED (y/n)</b>	<b>INITIALS</b>
Executive Summary			
Company Overview/Fiscal Responsibility Summary			
Insurance Certificates			
W-9			
General Organization Policies and Procedures			
Performance History & Preparedness for SIA			
Customer Service Proposal			
Implementation Plan			
Pricing Proposals - Attachment A			
Company Information/Bid Authorization - Attachment B			
Checklist (This Document) - Attachment C			
Electronic Copy	N/A		

**NOTICE TO STUDENT TRANSPORTATION CONTRACTORS  
REQUEST FOR PROPOSAL**

Notice is hereby given that Spokane International Academy ("SIA"), 777 E Magnesium Rd., Spokane, WA 99208, will receive proposals for the following:

RFP No. 2-2

STUDENT TRANSPORTATION SERVICES, until 2:00:00 p.m. PST, Friday, February 23, 2024. Proposals received after the above date and time will not be considered.

Specifications and proposal forms may be obtained at Spokane International Academy, 777 E Magnesium Rd, Spokane, WA 99208, (509) 209-8730 or by visiting <https://www.spokaneintlacademy.org> and downloading the RFP.

Any proposal submitted may be withdrawn at any time before the proposal's due date. No proposals may be withdrawn after the proposal due date and time unless the contract award is delayed for sixty (60) calendar days after the February 23, 2024 proposal due date.

The school reserves the right to reject any or all proposals and to waive any irregularities in any proposal or the RFP process. The school also reserves the right to select any proposal that is determined to be in the school's best interest and that may not represent the lowest prices submitted.

BY ORDER OF THE BOARD OF DIRECTORS

Stacy Hill, Secretary

To be advertised on January 26 and January 29, 2024, in the:  
Spokesman-Review