

Purchasing Department  
2815 East Garland Avenue  
Spokane, WA 99205889

phone (509) 3547174  
fax (509) 3547183  
www.spokaneschools.org



April 5, 2023

**RE: SPS Quote 8739-2223 - Surplus Journey Materials**

Interested Parties,

A listing of Journeys curriculum materials, copyright 2014, is provided by separate attachment. **Any Washington State funded entity requesting materials shall be given first priority.** Any items not requested by a public agency will be sold to the highest private respondent with the following understanding:

1. To ensure your solicitation response is properly evaluated, reply to both [JamesJ@SpokaneSchools.org](mailto:JamesJ@SpokaneSchools.org) and [SharonTh@SpokaneSchools.org](mailto:SharonTh@SpokaneSchools.org) with your pricing attached or embedded no later than 4:00 PM PDT, May 5<sup>th</sup>, 2023. The District appreciates responses to be on the Excel form attached but sending by other method will not impact award.
2. The teacher materials will only be available as kits. Although SPS personnel have done their due diligence, most of the teacher kits are used and condition/completeness cannot be guaranteed.
3. State supported educational entities have first right and may request any or all of these materials at no cost but transportation.
4. This quotation may be awarded on a LINE-BY-LINE basis, with a minimum total purchase value of \$200.00 (minimum exempted for Washington State funded entities).
5. Include any minimum quantities for offered pricing.
6. Pickup will be direct from the site in which the materials are currently housed which may be our Central Warehouse (address below) or at one of our 35 elementary sites. Pick up will be required by 2:30 PM May 19<sup>th</sup>, 2023, and all transportation costs will be the respondent's responsibility (including Washington State funded entities).
7. The determination to award will be made by Spokane Public Schools (SPS) with consideration given first to any Washington State funded entity, then to the price offered and the SPS staff time required to fulfill the terms of the offer.
8. Notification of award will be issued on or before 4:00 PM PDT, May 12<sup>th</sup>, 2023.

Address of the SPS Central Warehouse is:  
2815 E. Garland Avenue  
Spokane, WA 99207

Please email any questions you might have to both [JamesJ@SpokaneSchools.org](mailto:JamesJ@SpokaneSchools.org) and [SharonTh@SpokaneSchools.org](mailto:SharonTh@SpokaneSchools.org). Response will occur as soon as is reasonable but no earlier than 4:00 PM PDT on Wednesday, April 12<sup>th</sup>, 2023.

Thank you for your time and consideration,  
**James "JJ" Johnson**  
Instructional Materials Resource Specialist  
Purchasing, Spokane Public Schools  
**509-354-7189/509-354-7183 fax**  
[JamesJ@SpokaneSchools.org](mailto:JamesJ@SpokaneSchools.org)