

**Purchasing Department**  
2815 East Garland Avenue  
Spokane, WA 99205889

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



May 16, 2022

**RE: SPS Quote 8741-2122 - Surplus Curriculum Materials**

Interested Parties,

A listing of surplus curriculum materials 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 2:00 PM PDT, June 16<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. Preference shall be given to respondents submitting an offer to purchase the entire list of curriculum materials.
3. This quotation may be awarded on a title by title basis, with a minimum total purchase value of \$200.00 (minimum exempted for Washington State funded entities).
4. Include any minimum quantities for offered pricing.
5. Pickup from our Central Warehouse (address below) will be required by 2:30 PM June 23<sup>rd</sup>, 2023, and all transportation costs will be the respondent's responsibility (including Washington State funded entities).
6. 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.
7. Notification of award will be issued on or before 4:00 PM PDT, June 16<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, May 31<sup>st</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)