

BID NOTICE

West Chester Area School District
Attention: Occupational & Physical Therapist Companies

The West Chester Area School District is soliciting proposals for Occupational and Physical Therapist Services. The West Chester Area School District is seeking a multi-year contract starting July 1, 2025 through June 30, 2028. Upon the expiration of the initial three-year contact term, the agreement shall automatically renew in subsequent years, without the need for a new request for proposal (RFP) process, unless either party provides written notice of intent not to renew within the timeframe specified in the contract. Any agreement issued as a result of the RFP does not guarantee any minimum amount of service or payment.

Occupational (OT) & Physical Therapist (PT) Companies and/or their representatives may submit proposals to:

West Chester Area School District
Spellman Education Center
In C/O Lynn Scott,
Purchasing Agent
782 Springdale Drive
Exton, PA 19341

The West Chester Area School District Board of School Directors reserves the right to accept or reject any and/or all proposals and to waive, at its discretion, any irregularities, mistakes, omissions or informalities relative thereto.

All proposals must be submitted no later than 10:00 AM on Wednesday, March 12, 2025. All proposals should be delivered in a sealed envelope and addressed to the West Chester Area School District C/O Lynn Scott and clearly marked Bidders name, address and subject: WCASD OT/ PT Services RFP

Emailed bids will not be accepted.

Copies of the RFP are available on our website www.wcasd.net/our-team/departments/business-finance/purchasing

Any questions regarding the RFP should be sent in writing, no later than Wednesday, February 26, 2025 by 3:00 pm to Casey Wyatt and Lynn Scott at 782 Springdale Drive, Exton, PA 19351 or emailed to:

Casey Wyatt, Pupil Services Coordinator at cwyatt@wcasd.net and to Lynn Scott, Purchasing Agent at lscott@wcasd.net

(Please email both with questions. No telephonic questions will be accepted. No more questions will be accepted after Wednesday, February 26, 2025 after 3:00 PM.)

There will be a Public Bid Opening Wednesday, March 12, 2025 at 10:00 AM in Board Room C.