



PENNS VALLEY AREA SCHOOL DISTRICT

FSMC RFP Protest Procedures

Procedure

A vendor protesting for any reason the RFP, an RFP procedure, the District's objection to the vendor, or a person or entity by the vendor, the award of the contract or any other aspect arising from or relating in any way to the RFP shall cause a written protest to be filled with the School Board of Directors of the Penns Valley Area School District within seven days of the event giving rise to the protest. The written protest shall include the name of the protesting bidder, a detailed description of the specific grounds for protest, copies of all supporting documents and the specific relief requested. Protests shall be delivered to: Penns Valley Area School Board of Directors, Attn: Board Secretary, 4528 Penns Valley Road, Spring Mills, PA 16875

Contents

A protest must be in writing and shall state all grounds upon which the protesting party asserts the RFP or vendor selection was improper. The vendor protesting may submit any documents or information it deems relevant.

Consideration

The School Board President or a designee will investigate the dispute and respond in writing to the complainant within seven days of receipt of the written complaint. If the claim or controversy is not resolved by mutual agreement, and after reasonable notice to the parties the School Board President or his designee shall promptly issue a decision in writing stating the reason for the actions taken and a copy of the decision shall be mailed or otherwise furnished to the vendor. This decision will be final and conclusive. The Commonwealth shall be notified of any and all disputes of the RFP process and awarding of a contract to a FSMC.

Waiver

Failure to comply with these protest procedures will render a protest waived.