**East Rochester Schools, District Office**

**222 Woodbine Ave. East Rochester, NY 14445 (585) 248-6302 Fax: (585) 586-3254**

**Website: http://www.erschools.org**

Date

Company Name

Street

City, State Zip

Attn: Name, Title

Re: Invitation to Bid – 2023-2024 Special Route Transportation

The East Rochester Union Free School District invites your company to submit a bid proposal for Special Route Transportation for the 2023-2024 School Year.

Bid Forms are enclosed. Bid Forms may also be obtained on our website at [www.erschools.org](http://www.erschools.org)

Bid Opening is 3:00 P.M., Friday, August 4, 2023 in the District Office Conference Room, 222 Woodbine Ave., East Rochester, NY 14445.

If you have any questions I can be reached by telephone at (585) 248-6308, by fax at (585) 248-6309, or by email at [staci.sansoucie@erschools.org](mailto:staci.sansoucie@erschools.org).

Sincerely,

Staci R. SanSoucie

Assistant Superintendent of Finance & Operations