BRIDGES CHARTER SCHOOL
K-8, CORE MIDDLE SCHOOL & HOMESCHOOL HYBRID

1335 Calle Bouganvilla Thousand Oaks, California 91360 805.492.3569 www.bridgescharter.org

Request for Proposals (RFP)

Introduction

Bridges Charter School is seeking proposals from qualified backend business service providers. Our goal is to find a partner that can support our operational needs with expertise in charter school regulations and a commitment to quality service. Bridges Charter School is happy to provide more detailed information about our school upon request. All questions must be submitted by November 18th.

Proposal Requirements

Criteria for Selection

1. **Price of Eligible Service**
    - Provide a detailed breakdown of all services offered and associated fees; include any necessary add-on services with third-party vendors. Include any additional fees or charges that may apply. (40 points)
2. **Size and Longevity of Business**
    - Describe your organization's history, including years in operation and growth trajectory. Highlight any relevant experience in the education sector. Provide information on your company's reputation within the industry. Include any awards, certifications, or recognitions that demonstrate your standing. Include at least three references from current or past charter school clients. Provide contact information and a brief description of the services provided to each. (20 points)
3. **Experience with Laws and Auditing Processes Specific to Charter Schools**
    - Detail your experience in navigating legal requirements and auditing processes for charter schools. Include examples of how you have successfully assisted clients in this area. Indicate whether your organization specializes in services for charter schools. Explain how this focus enhances your ability to meet our school's needs.(30 points)
4. **Local or In-State Vendor**
    - Confirm your company's location and provide information on your ability to offer support to Bridges Charter School. Preference will be given to local or in-state vendors. (10 points)

BRIDGES CHARTER SCHOOL
K-8, CORE MIDDLE SCHOOL & HOMESCHOOL HYBRID

1335 Calle Bouganvilla Thousand Oaks, California 91360 805.492.3569 www.bridgescharter.org

Proposal Submission

Proposals should be submitted electronically in PDF format to kelly.simon@bridgescharter.org and kami.brown@bridgescharter.org by December 2nd, 2024. Please ensure that your proposal includes all required information and is formatted clearly.

Timeline

- **RFP Release Date:** October 16th, 2024
- **Question Deadline:**
- **Proposal Submission Deadline:** December 2nd, 2024
- **Evaluation Period:** December 2nd-December 9th, 2024
- **Notification of Award:** December 10th, 2024

Conclusion

We look forward to reviewing your proposal and potentially partnering with your organization to enhance the backend business operations of Bridges Charter School. Thank you for your interest in serving our community.

Contact for Questions:

Dr. Kelly Simon, PhD
Executive Director
Bridges Charter School
805-492-3569
kelly.simon@bridgescharter.org