

## **LEGAL NOTICE**

### **REQUEST FOR PROPOSALS**

Employee assistant services companies are invited to submit a proposal to provide services for the Utica City School District. Proposals must be received in the format described in the proposal packet, which may be obtained at the Utica City School District, 929 York Street, Utica, NY 13502, beginning on January 9, 2024.

Proposals must be received by January 31, 2024 at 11:00AM

**Addressed to:**

Utica City School District  
Attention: Sara E. Klimek, Chief Human Resources Officer  
929 York Street  
Utica, NY 13502

**Questions should be addressed to:**

Sara E. Klimek, Chief Human Resources Officer  
Utica City School District  
E-Mail: [sklimek@uticaschools.org](mailto:sklimek@uticaschools.org)

Note that the listed due date is tentative and the District reserves the right to revise it in its sole discretion.