



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

DEPARTMENT OF FINANCE  
Oscar Knott, CPP, CPPO, VCO  
Purchasing Director

February 21, 2024

Ms. Kimberly Warner  
Achieve 3000 Inc.  
331 Newman Springs Road, Suite 304  
Red Bank, NJ 07701

**RE: Contract #2316A- English Language Arts (PK-12) Digital Curriculum for Tier 1 Division Level Resources**

Dear Ms. Warner:

The annual contract the County has with your company to provide **English Language Arts (PK-12) Digital Curriculum for Tier 1 Division Level Resources** is due to expire on **June 30, 2023**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **July 1, 2024** through **June 30, 2025**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Angie Woodson at [woo113@henrico.us](mailto:woo113@henrico.us) by no later than March 15, 2024.

Following the receipt of this information, the County will determine whether it is in our best interest to renew the contract or re-solicit. In addition, if you agree to renew the contract for an additional one-year period, please instruct your insurance agent to provide to my attention a current copy of a certificate of insurance. **Be sure the certificate lists the County as additional insured for the contract work**

If you have any questions, please call me at (804) 501-5637 or email me at [Fal51@henrico.us](mailto:Fal51@henrico.us). Your cooperation and prompt response will be appreciated.

Sincerely,

*Eileen M. Falcone* /acw

Eileen M. Falcone, CPPB  
Assistant Division Director

EMF/acw

**CONTRACT #2316A- English language Arts (PK-12) Digital Curriculum for Tier 1  
Division Level Resources**

**BUYER NAME: Eileen Falcone**

**Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect. Please check one of the following:**

\_\_\_\_\_ Yes. Renew the contract for an additional one-year period at current contract pricing.


X  Yes. Renew the contract for an additional one-year period at new contract pricing.  
(list below or attach new pricing sheet)

Professional Development contract pricing will increase by 3%. Professional Development -  
Onsite will increase from \$2,695 to \$2775.85 and Professional Development - Online  
will increase from \$895 to \$921.85. License fees will remain at current contract pricing.

\_\_\_\_\_ No. Do not wish to renew the contract. If no, please provide reason below.

Company Name: McGraw Hill LLC

Date: March 20, 2024

Signature: 

Title: VP Strategic Services