



DEPARTMENT OF FINANCE  
OSCAR KNOTT, CPP, CPPO, VCO  
PURCHASING DIRECTOR

COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

February 14, 2024

Ms. Morgan Reece  
Imagine Learning, LLC  
8860 E. Chaparral Road, Suite 100  
Scottsdale, AZ 85250

**RE: Contract # 2142D-Digital Math (PreK-12) Curriculum for Tier I, II, and III**

Dear Ms. Reece:

The annual contract the County has with your company to provide **Digital Math (PreK-12) Curriculum for Tier I, II, and III** is due to expire on **June 30, 2024**. 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 [wool13@henrico.us](mailto:wool13@henrico.us) no later than March 8, 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 #2142D – Digital Math (PreK-12) Curriculum for Tier I, II, and III**

**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:**

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

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

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

\_\_\_\_\_  
\_\_\_\_\_

Company Name: Imagine Learning LLC

Date: February 15, 2024

Signature:  \_\_\_\_\_

Title: SVP & Chief Experience Officer

Telephone#: 877-725-4257

Email: bids@imaginelearning.com

SCC#: 11149663