



COMMONWEALTH OF VIRGINIA
County of Henrico

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

January 28, 2025

Ms. Ruth Park
NoRed Ink Corporation
548 Market Street PMB 66984
San Francisco, CA 94104-5401

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

Dear Ms. Park:

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, 2025**.

Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **July 1, 2025** through **June 30, 2026**.

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.gov no later than March 15, 2025.

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.gov. Your cooperation and prompt response will be appreciated.

Sincerely,

Eileen M. Falcone /acw

Eileen M. Falcone, CPPB
Purchasing Manager

EMF/acw

**CONTRACT #2316E- 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:

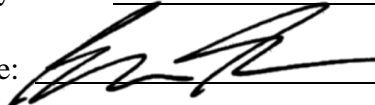
☒ Yes. Renew the contract for an additional one-year period at current contract pricing.
Note: Pricing for the 2025-26 year includes price increase capped at 3%, in accordance with existing contract terms.

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

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

Company Name: NoRedInk Corp.

Date: 1/29/25

Signature:  (Blake Sipek)

Title: Chief Financial Officer

Telephone#: (844) 667-3346, 3

Email: sales@noredink.com

SCC#: _____