



COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

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

April 25, 2025

Ms. Ruth Park  
NoRedInk Corporation  
548 Market St. PMB 66984  
San Francisco, CA 94104-5401

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

Dear Ms. Park:

The County of Henrico has agreed to renew the contract with your firm to provide **English Language Arts (PK-12) Digital Curriculum for Tier I Division Level Resources** for Henrico County Public Schools when needed and requested. The contract period shall be from July 1, 2025 through June 30, 2026.

This contract renewal is pursuant to Request for Proposal #22-2316-3EMF and your response dated January 29, 2025. Renewal pricing for the new contract period will reflect the requested 3% increase in accordance with existing contract terms. All other terms and conditions of contract #2316E will remain in effect.

We look forward to working with you for another year. Should you have any questions, please feel free to contact me at (804) 501-5637.

Very truly yours,

*Eileen M. Falcone* /acw

Eileen M. Falcone, CPPB  
Purchasing Manager

EMF/acw