



January 17, 2025

RE: Contract # 2114C-RTI Reading (K-12) Curriculum for Tier I, II, and III

The annual contract the County has with your company to provide **RTI Reading (K-12) Curriculum for Tier I, II, and III** 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 woo113@henrico.gov no later than February 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) 501-5693 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 #2114C - RTI Reading (K-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:



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)

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

Company Name: Center for the Collaborative Classroom

Date: 05/27/2025

Signature: Diksha Shrestha

Title: Sales Operations Coordinator

Telephone#: 800 666.7270, option 5

Email: proposals-contracts@collaborativeclassroom.org

SCC#: F1946344