



Each Child, Every Day

June 11, 2025

Thomas E. Richmond Electric, Inc dba Richmond Electric
3086 Enterprise Road
Fort Pierce, FL 34982
Email: deana@richmondelectricinc.com

Attn: Christopher Richmond

Subject: Notice of Award for Invitation to Bid (ITB) 25-22 Electrical Contractor Services

Contract Term: The initial term contract shall commence on June 15, 2025, through June 14, 2026, with (3) additional one-year renewal periods

Dear Christopher,

This is to advise you that on June 10, 2025, the School Board of St. Lucie County, Florida accepted the recommendation to award your firm for Invitation to Bid (ITB) 25-22 Electrical Contractor Services. This acceptance is subject to Invitation to Bid (ITB) 25-22 Electrical Contractor Services Bid in compliance with contract terms and conditions and all pertinent laws of the State of Florida and instructions as determined by the General Counsel for the School Board.

Please visit St. Lucie Public Schools website at <https://www.stlucie.k12.fl.us/>, Departments, Business Services, and Purchasing and complete our online vendor application.

Please provide a certificate of insurance as required per contract terms and conditions of the Invitation to Bid (ITB) 25-22 Electrical Contractor Services. Your insurance company is required to have the St. Lucie Public Schools, 9461 Brandywine Lane, Port St. Lucie, Florida 34986, named as an additional insured, no work shall commence until the certificate is received by the School Board Purchasing Department. Please be sure to advise your insurance carrier.

Purchase orders will be issued to ensure the encumbrance of funds for payment of services of the awarded contract. Do not proceed with services until you have a purchase order. Failure to do so may result in non-payment.

Thank you for your continued interest in working with St. Lucie Public Schools.

Sincerely,
Shannon Dunbar

Shannon Dunbar
Purchasing Specialist