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Dr. Jon R. Prince
9461 Brandywine Lane
Port St. Lucie, FL 34986
772.429.3600
www.stlucieschools.org



September 14, 2022

Curriculum Associates, LLC
153 Rangeway Road
N. Billerica, MA 01862

Subject: Notice of Award for Request for Proposal (RFP) 23-01 Phonics Curriculum Grades K-12

Contract Term: The initial contract shall commence on 09/14/2022 through 09/13/2023 With (3) additional one year renewal periods.

Dear Mr. Masters,

This is to advise you that on September 13, 2022 the School Board of St. Lucie County, Florida accepted the recommendation to award your firm for Request for Proposal (RFP) 23-01 Phonics Curriculum Grades K-12. This acceptance is subject to Request for Proposal (RFP) 23-01 Phonics Curriculum Grades K-12 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 www.stluciepublicschools.com, 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 Request for Proposal (RFP) 23-01 Phonics Curriculum Grades K-12. 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,

Pamela Brown

Pamela Brown
Purchasing Specialist

