



*Each Child, Every Day*

July 9, 2025

Total Communication Therapy, LLC  
3814 Sunflower Field Place  
Plant City, FL 33565

Email: totalcommunicationtherapyllc@gmail.com

Attn: Shayna Smith

Subject: Notice of Award for Request for Proposal (RFP) 25-20 Speech-Language Therapy & Audiology Services

Contract Term: The initial term contract shall commence on 7/9/2025, through 7/8/2026, with (3) additional one-year renewal periods

Dear Shayna Smith,

This is to advise you that on 7/8/2025, the School Board of St. Lucie County, Florida accepted the recommendation to award your firm Request for Proposal (RFP) 25-20 Speech-Language Therapy & Audiology Services. This acceptance is subject to Request for Proposal (RFP) 25-20 Speech-Language Therapy & Audiology 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 Request for Proposal (RFP) 25-20 Speech-Language Therapy & Audiology 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