



Arlington Public Schools

Procurement Office
2110 Washington Blvd., Arlington, VA 22204 • Phone: (703) 228-6123 • Fax: (703) 841-0681
www.apsva.us

September 07, 2023

Via email

Berry and Company of Virginia LLC
t/a Harper and Company, Inc.
Attn: Stephanie Berry, CEO
545 Edward Court
Newport News, VA 23608
Email: sberry@harperandcompany.com

Subject: Non-Renewal of Contract 37FY22-A – Swimming Pool Chemical Supplies

Dear Ms. Berry:

On September 30, 2023, the above cited Contract between your firm and Arlington County School Board, hereafter referred to as APS, will expire.

This letter serves as timely notification that Arlington Public Schools has decided not to renew Contract 37FY22-A. Accordingly, Contract 37FY22-A will terminate on September 30, 2023.

Please have an officer of your firm sign and return the acknowledgement portion below.

Sincerely,

Carolina Sorto

Carolina Sorto
Procurement Specialist/Procurement Office
Direct: (703) 228-6193
Email: carolina.sorto@apsva.us

Acknowledgement

Berry and Company of Virginia LLC t/a Harper and Company, Inc.

Signature: *S Berry*

Title: CFO

Printed Name: Stephanie Berry

Date: 9/12/2023