



## Arlington Public Schools

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

February 15, 2024

Via email

Mount Vernon Travel, Inc.  
Attn: Elizabeth Mathes, President  
8601 Richmond Highway  
Alexandria VA 22309  
[mvtravel@aol.com](mailto:mvtravel@aol.com)

Subject: Contract No. 27FY23-A – Charter Bus Services

Dear Ms. Mathes,

On February 28, 2024, the above cited Contract between your firm and Arlington School Board, hereafter referred to as APS, will expire. Attached is proposed Amendment No. 1 to extend the contract through June 30, 2024. All other terms and conditions shall remain unchanged.

Please have an officer of your firm sign and return the acceptance portion attached. Upon receipt, this office will sign and execute the Amendment and return one copy to your office. Your response is requested no later than ten (10) days from the date of this letter.

Sincerely,

*Carolina Sorto*

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



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### Amendment No. 1

**Subject:** Contract No. 27FY23-A – Charter Bus Services

**Contractor**

Mount Vernon Travel, Inc.  
8601 Richmond Highway  
Alexandria VA 22309

**Contract No.**

27FY23-A

Contract No. 27FY23-A is hereby renewed effective from March 01, 2024, and shall remain valid through June 30, 2024. This Amendment constitutes the first of four (4) optional renewals with three (3) renewal options remaining. All other terms and conditions shall remain unchanged.

APS:

Signature: *Danielle Godfrey*

Title: Director of Procurement

Printed Name: Danielle Godfrey

Date: February 16, 2024