



Arlington Public Schools

Procurement Office
2110 Washington Blvd., Arlington, VA 22204 • Phone: (703) 228-7643 • Fax: (703) 841-0681
www.apsva.us

February 22, 2024

Via email

Ensemble, Inc. dba Bookworm Central
Attn: Laurie Rothenberg
12193 Livingston Rd.
Manassas, VA 20109
Email: laurie@bookwormcentral.com

Subject: Contract No. 61FY20 – On-Site Summer Reading Book Fair Services

Dear Ms. Rothenberg:

On March 31, 2024, the above cited Contract between your firm and Arlington Public Schools will expire.

In as much as your firm's performance under the present Contract is satisfactory, attached is Amendment No. 4 for a one (1) year renewal of the Contract at existing prices or discounts. The renewal shall be effective from April 1, 2024, and shall remain valid through March 31, 2025. This Amendment constitutes the fourth of four (4) optional renewals with no renewal options remaining. All other terms and conditions shall remain unchanged. You are requested to provide an updated Certificate of Insurance.

Sincerely,

Danielle Godfrey

Danielle Godfrey
Director of Procurement
Procurement Office
Direct: (703) 228-6126
Email: danielle.godfrey@apsva.us



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Amendment No. 4

Subject: Contract No. 61FY20 – On-Site Summer Reading Book Fair Services

Contractor

Ensemble, Inc. dba Bookworm Central
12193 Livingston Rd.
Manassas, VA 20109

Contract No.

60FY20

Contract No. 61FY20 is hereby renewed for one (1) year at existing prices or discounts. The renewal shall be effective from April 1, 2024, and shall remain valid through March 31, 2025. This Amendment constitutes the fourth of four (4) optional renewals with no renewal options remaining. All other terms and conditions shall remain unchanged.

APS:

Signature *Danielle Godfrey*

Title: Procurement Director

Printed Name: Danielle Godfrey

Date: February 22, 2024