



## 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](http://www.apsva.us)

November 30, 2021

Via Email

Seat Sack Inc.  
Attn: Michelle Holder  
P.O. Box 9732  
Naples, FL 34101  
[schooldistrict@seatsack.com](mailto:schooldistrict@seatsack.com)

Subject: Instructional Aids, Toys and Games 15-17FY17 – Contract Amendment No. 1

Dear Ms. Holder:

On November 30, 2021 the above cited Contract between your firm and Arlington Public Schools will expire. Attached is Amendment No. 1 to renew the Contract for five (5) years at the existing prices or discounts. The renewal shall be effective from December 1, 2021 and shall remain valid through November 30, 2026. This Amendment constitutes the first of one (1) five (5)-year renewal option with no renewal options remaining. All other terms and conditions shall remain unchanged.

Additionally, the certificate of insurance on file with Arlington Public Schools is expired. Please have your insurance provider send an updated copy to my attention via email at [kimberly.young@apsva.us](mailto:kimberly.young@apsva.us).

Sincerely,

Kimberly Young, CPPB  
Senior Procurement Specialist

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Enclosure



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### Amendment No. 1

**Subject:** Instructional Aids, Toys and Games

**Contractor:**

Seat Sack Inc.  
Attn: Michelle Holder  
P.O. Box 9732  
Naples, FL 34101  
[schooldistrict@seatsack.com](mailto:schooldistrict@seatsack.com)

**Contract:**

15-17FY17

By mutual agreement Contract No. 15-17FY17 is hereby renewed for five (5) years at existing prices or discounts. The renewal shall be effective from December 1, 2021, and shall remain valid through November 30, 2026. This Amendment constitutes the first of one (1) five (5)-year renewal option with no renewal options remaining. All other terms and conditions shall remain unchanged.

**Arlington Public Schools**

Authorized  
Signature:

*David J. Webb*

Printed Name  
and Title:

David J. Webb, C.P.M.  
Procurement Director /  
Procurement Agent

Date:

**December 28, 2021**

**Seat Sack Inc.**

Authorized  
Signature:

*William McAlear*

Printed Name  
and Title:

William McAlear / Managing Partner

Date:

12.22.2021