



Arlington Public Schools

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

May 31, 2023

Via email

Graham Staffing Services, Inc.
Attn: Adina Imes
3 Bethesda Metro Center, Ste 700
Bethesda, MD 20814
Email: aimes@grahaminc.com

Subject: Contract No. 38FY19-4 American Sign Language Interpreter Services - Amendment No. 5

Dear Ms. Imes:

The above cited Contract between your firm and Arlington Public Schools, hereinafter referred to as APS, will expire May 31, 2024. Attached is the proposed Amendment No. 5 to extend the Contract on a month-to-month basis effective from June 01, 2024. All other terms and conditions shall remain unchanged.

Please indicate your acceptance by having 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, to accept or decline, 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@apsva.us



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Amendment No. 5

Subject: Contract No. 38FY19-4 American Sign Language Interpreter Services

Contractor

Graham Staffing Services, Inc.
3 Bethesda Metro Center, Ste 700
Bethesda, MD 20814

Contract No.

38FY19-4

By mutual agreement, Contract No. 38FY19-4 is extended on a month-to-month basis at existing prices or discounts. The renewal shall be effective from June 01, 2024. All other terms and conditions shall remain unchanged.

Graham Staffing Services, Inc.

Signature: *Adina Imes*

Title: Sr Vice President of Interpreting Services

Printed Name: Adina Imes

Date: June 1, 2024

APS:

Signature: *Danielle Godfrey*

Title: Procurement Director/Procurement Agent

Printed Name: Danielle Godfrey

Date: June 5, 2024