



THE SCHOOL BOARD OF MARTIN COUNTY, FLORIDA

2845 SE Dixie Highway • Stuart, Florida 34997-5037 • Telephone (772) 219-1255 Ext: 36204 • Email: bids@martinschools.org

Via Email Transmission: barry@athletictrainerinc.com

July 25, 2022

Athletic Trainer, Inc.
Attn: Mr. Barry O'Rourke, President
432 SE Majestic Terrace
Port Saint Lucie, FL 34983

RE: Notice of Intent to Award/Preparation of Contract Documents/Insurance Requirements
ITB No. 1001-LD-2022, Athletic Trainer/Sports Physical Therapy Services

Dear Mr. O'Rourke,

This is to advise you that the Martin County School District, Stuart, Florida has accepted your offer to furnish the services established in ITB# 1001-LD-2022, Athletic Trainer/Sports Physical Therapy Services at the rates offered. This acceptance is contingent upon receipt of signed offer (contract documents), and final approval by the Board, slated for August 16, 2022. Once approved, the final executed contract, notice to proceed, and purchase order will be presented at the kick-off meeting.

Please sign the attached contract (original signatures and required witness) and return no later than 10 days from the date of this letter (August 4, 2022) to bids@martinschools.org. In preparation of award, make arrangements for insurance documentation to the Martin County School Board named as Additional Insured, 1939 SE Federal Highway, Stuart, FL 34994, as per the insurance limits / coverage as outlined in the ITB document.

Also, complete and return the attached Vendor Information and W-9 form so your firm can be entered into the District's financial system.

Thank you for your cooperation. We look forward to a prosperous working relationship with your organization.

Sincerely,

Lenora S. Darden, MCPP, CPPB, CPSM

Purchasing Supervisor

c: Edmund Geiger, Assistant Director of Athletics
Renee Hayes, Director of Purchasing
ITB File

John D. Millay, Superintendent

School Board Members: Tony Anderson • Victoria Defenthaler • Michael DiTerlizzi • Marsha Powers • Christia Li Roberts

"To Educate All Students for Success"