



Purchasing Department
Telephone (520) 545-2138

February 6, 2020

Clearview Consulting Company
PO Box 72
Holden, Ma 01520

Attn: Dennis Woodruff

SUBJECT: Notice of non-renewal RFP 16-15-21, Professional Development: Leading Coaching Conversations for Increased Effectiveness

Dear Mr. Woodruff,

This letter is to inform of the District's non-renewal of the above agreement with Clearview Consulting Company.

On behalf of our District, I would like to thank you and Clearview Consulting for the services you have provided.

Sincerely,

A handwritten signature in black ink that reads "Debra Helmey".

Debra Helmey
Purchasing Supervisor

C: bid file RFP 16-15-21