



## Department of Purchasing

100 N. Main Street, 2<sup>nd</sup> Floor

Suffolk, VA 23434

(757) 925-6762 Fax (757) 925-6763

# NOTICE

## SOLE SOURCE PURCHASE

**Date:** January 6, 2022

**For:** Specialty reading materials

**Vendor Name:** Tools 4 Reading

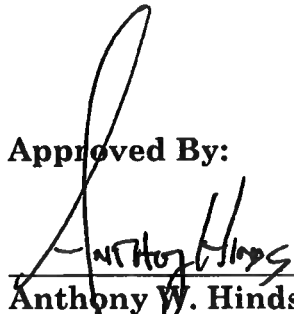
**Requested by:** Compensatory Programs

**Description:** Specialty Reading materials

**Cost:** Not to exceed \$75,000 yearly

**Justification:** Specialty reading materials only available through Tools4Reading. They are the sole provider and distributor and not available through any other provider per the attached letter.

**Approved By:**



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Anthony W. Hinds, CPPB  
Purchasing Manager



6608 N. Western #301  
Oklahoma City, OK 73116  
<http://www.tools4reading.com>  
Mary E. Dahlgren, Ed. D.

To Whom It May Concern:

This letter is to inform the district of sole source provider evidence. Tools 4 Reading, LLC is the sole provider and distributor worldwide of all items and training associated with the products listed below; furthermore, Tools 4 Reading, LLC owns the copyright to each product.

Phoneme/Grapheme Cards 4.25" x 11" Teacher Set  
Phoneme/Grapheme 3.75" x 5.5" Mini Cards  
Phoneme/Grapheme Wall 28" x 22" Poster  
Phoneme/Grapheme Alphabet Strips  
Kid Lips 5" x 7" Cards  
Kid Lips Instructional Guide  
Set of 5 2.75" Tools 4 Reading Mirrors  
Consonant Chart & Vowel Valley 28" x 22" Poster Set  
Kid Lips File Folder with consonant, vowels, and phoneme-grapheme charts.

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With any questions, please call 405-202-4045, or email [mary@tools4reading.com](mailto:mary@tools4reading.com)

Sincerely,

Mary E. Dahlgren President