

COMMONWEALTH OF VIRGINIA COUNTY OF HENRICO

April 14, 2025

Ms. Mary Hall Allied Instructional Services, LLC PO Box 2214 Ashland, VA 23005

RE: Contract # 2183E- Speech Therapy Services

Dear Ms. Hall:

The annual contract the County has with your company to provide **Speech Therapy Services** is due to expire on **August 31, 2025.** Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **September 1, 2025** through **August 31, 2026.**

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Angie Woodson at woo113@henrico.gov no later than April 30, 2025.

Following the receipt of this information, the County will determine whether it is in our best interest to renew the contract or re-solicit. In addition, if you agree to renew the contract for an additional one-year period, please instruct your insurance agent to provide to my attention a current copy of a certificate of insurance. Be sure the certificate lists the County as additional insured for the contract work.

If you have any questions, please call me at (804) 501-5693 or email me at <u>fal51@henrico.go</u>v. Your cooperation and prompt response will be appreciated.

Sincerely,

Eileen M. Falcone, CPPB

Eileen M. Falcone Jacow

Purchasing Manager

EMF/acw

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect. Please check one of the following:			
	Yes. Renew the contract for an additional one-year period at current contract pricing.		
<u> </u>	Yes. Renew the contract for an additional one-year period at new contract pricing. (list below or attach new pricing sheet) Rates increase by 3% to \$79.57 infield and \$58.35 for office hours		
No. Do not wish to renew the contract. If no, please provide reason below.			
Company Name: Allied Instructional Services, LLC Signature: Mary T. Hall		Date: May 21, 2025 Title: President of Business Operations	
Telephone#: 804-368-8475		Email: mhall@ais-llc.com	
SCC#: S3257773			