



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

DEPARTMENT OF FINANCE  
Oscar Knott, CPP, CPPO, VCO  
Purchasing Director

October 3, 2023

Mr. David Muller  
Muller, Inc.  
400 N Washington St. 3<sup>rd</sup> Floor  
Falls Church, VA 22042

**RE: Contract # 2248B - Best Management Practices (BMP) Services of Storm Water Facilities and Related Landscaping**

Dear Mr. Muller:

The annual contract the County has with your company to provide - **Best Management Practices (BMP) Services of Storm Water Facilities and Related Landscaping** is due to expire on **February 13, 2024**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **February 14, 2024**, through **February 13, 2025**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Maria Gonzalez at [gon036@henrico.us](mailto:gon036@henrico.us) at your earliest convenience.

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 of Henrico and Henrico County Public Schools as additional insured for the contract work.**

If you have any questions, please call me at (804) 501-5687 or email me at [COL119@henrico.us](mailto:COL119@henrico.us). Your cooperation and prompt response will be appreciated.

Sincerely,

*Leisel O. Collins*

Leisel O. Collins, CPPB, VCO, VCA  
Assistant Division Director

**CONTRACT # 2248B - Best Management Practices (BMP) Services of Storm Water Facilities and Related Landscaping**

**BUYER NAME: Leisel O. Collins, CPPB, VCO, VCA – Assistant Division Director**

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.

Yes. Renew the contract for an additional one-year period at new contract pricing.  
(list below or attach new pricing sheet)

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No. Do not wish to renew the contract. If no, please provide reason below.

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Company Name: Muller, Inc

Date: 10-11-2023

Signature: 

Title: Vice President

Telephone#: 703 597 9214

Email: sphilbrick@mullerrec.com

SCC#: 06771505