



COMMONWEALTH OF VIRGINIA
County of Henrico

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

October 3, 2023

Mr. Matt Zubey
Capitol Carbonic Gas Corp
t/a Harbor Dredge & Dock
P.O. Box 35140
N. Chesterfield, VA 23235

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

Dear Mr. Zubey:

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 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. Your cooperation and prompt response will be appreciated.

Sincerely,

Leisel O. Collins

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

**CONTRACT # 2248C - 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)

3% increase with rate sheet attached

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

Capitol Carbonic Gas Corp for
Company Name: Harbor Dredge + Dock

Signature: M. Zubay

Telephone#: 804-271-1460

SCC#: 1938794

Date: 10/11/2023

Title: Vice President

Email: mzubay@harbor-dredge.com