



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

Annual Contract for Office Furniture  
Contract No. 2406A  
Amendment No. 1  
February 6, 2024

**Whereas**, the County of Henrico, Virginia and County School Board of Henrico County, Virginia (the “County” and “HCPS”) and Interiors by Guernsey, a division of Guernsey, Inc. (“Contractor”) entered into Contract No. 2406A (the “Contract”) dated October 7, 2022 to provide Office Furniture when needed and requested by the County and HCPS; and,

**Whereas**, the original Contract term was from October 7, 2022, to September 30, 2023; and,

**Whereas**, by renewal letter dated June 5, 2023, Contractor agreed to renew the Contract for an additional one-year term beginning October 1, 2023 and ending September 30, 2024; and

**Whereas**, the Contractor has requested that the product line HON be removed from the Contract; and

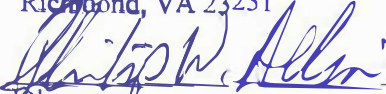
**Now, therefore**, the parties agree to renew and amend the Contract as follows:

1. As soon as this Amendment No. 1 is executed by all parties, the product line HON shall be removed from Contract 2406A.
2. All other provisions of the Contract remain in full force and effect.

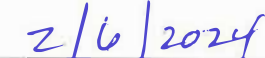
In witness whereof, the parties have caused this Amendment No. 1 to the Contract to be executed by the following duly authorized individuals:

[Remainder of page intentionally left blank; signature page to follow]

Interiors by Guernsey, a division of Guernsey,  
Inc.  
5774 Charles City Circle  
Richmond, VA 23231

  
\_\_\_\_\_  
Signature

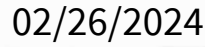
  
\_\_\_\_\_  
Printed Name and Title

  
\_\_\_\_\_  
Date

County of Henrico, Virginia and County  
School Board of Henrico County, Virginia  
P.O. Box 90775 or 3920 Nine Mile Road  
Henrico, VA 23273 or Richmond, VA 23223

  
\_\_\_\_\_

Oscar Knott, CPP, CPPO, VCO  
Purchasing Director

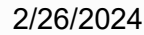
  
\_\_\_\_\_

Date

APPROVED AS TO FORM:

  
\_\_\_\_\_

Assistant County Attorney

  
\_\_\_\_\_

Date