



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE

Oscar Knott, CPP, CPPO, NGIP-CPP, VCO

Purchasing Director

July 8, 2024

Ms. Jessica little
The Stepping Stones Group LLC
123 N. Wacker Drive, Suite 1150
Chicago, IL 60606

RE: Contract #2541A- In Person Psychological Services PK-12

Dear Ms. Little:

The County of Henrico has agreed to renew the contract with your firm to provide **In Person Psychological Services PK-12** to Henrico County Public Schools when needed and requested. The contract period shall be from October 13, 2024 through October 12, 2025.

This contract renewal is pursuant to Request for Proposal #23-2541-5EMF and your response dated June 24, 2024. Renewal pricing will remain the same for the new contract period. All other terms and conditions of contract #2541A will remain in effect.

We look forward to working with you for another year. Should you have any questions, please feel free to contact me at (804) 501-5637 or email me at Fal51@henrico.gov.

Sincerely,

Eileen M. Falcone /acw

Eileen M. Falcone, CPPB
Purchasing Manager

EMF/acw