



DEPARTMENT OF FINANCE
OSCAR KNOTT, CPP, CPPB, VCO
PURCHASING DIRECTOR

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

July 11, 2024

Ms. Niki Shaw
A New Legacy Family Services
900 St. James Street, Suite 100
Richmond, VA 23220

RE: Contract # 2391A-Weapons Program for Youth and Parents for Juvenile Detention

Dear Ms. Shaw:

The contract the County has with your company to provide **Weapons Program for Youth and Parents for Juvenile Detention** as needed and requested is due to expire on **November 30, 2024**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **December 1, 2024** through **November 30, 2025**.

The County would like to renew this contract at current contract pricing. You may email your response to Angie Woodson at wool13@henrico.gov. In addition, if you agree to renew, have your insurance agent mail 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.**

Following the receipt of this information, we will then determine whether it is in our best interest to renew the contract or solicit bids. Your cooperation and prompt response will be appreciated.

If you have any questions, please call me at (804) 501-5637 or email me at Fal51@henrico.gov.

Sincerely,

Eileen M. Falcone /acw

Eileen M. Falcone, CPPB
Procurement Manager

EMF/acw

CONTRACT #2391A- Weapons Program for Youth and Parents for Juvenile Detention

BUYER NAME: Eileen Falcone

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)


We request a 3% increase in the group session rates, the new rate being \$424 per group.

We request an additional fee for graduations, \$25 per youth for a meal and graduation and \$15 per adult for a meal at the graduation.

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

Company Name: A New Legacy Family Services LLC

Date: 08/12/2024

Signature: 

Title: CEO

Telephone#: 804-441-5366

Email: kcarter@anewlegacy.org

SCC#: S5820545