



DEPARTMENT OF FINANCE
OSCAR KNOOT, CPP, CPPO, NGIP-CPP, VCO
PURCHASING DIRECTOR

COMMONWEALTH OF VIRGINIA
COUNTY OF HENRICO

November 6, 2024

Mr. Timothy Akers
Stewart Land Title Services, LLC
9200 Stony Point Parkway Suite 135
Richmond, VA 23235

RE: Contract # 2629A- Real Estate Title & Closing Services

Dear Mr. Akers:

The annual contract the County has with your company to provide **Real Estate Title & Closing Services** is due to expire on **April 30, 2024**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **May 1, 2025** through **April 30, 2026**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Angie Woodson at woo113@henrico.gov no later than November 30, 2024.

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 as additional insured for the contract work.**

If you have any questions, please call me at (804) 501-5637 or email me at fal51@henrico.gov. Your cooperation and prompt response will be appreciated.

Sincerely,

Eileen M. Falcone /acw

Eileen M. Falcone, CPPB
Purchasing Manager

EMF/acw

CONTRACT #2629A- Real Estate Title & Closing Services

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 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)

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

Company Name: Stewart Land Title Services, LLC

Date: November 6, 2024

Signature: Timothy L. Akers

Title: Division President

Telephone#: 804-648-7600

Email: takers@stewart.com

SCC#: FEIN 92-0184699 VA S098197-9