



COMMONWEALTH OF VIRGINIA
County of Henrico

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

February 26, 2025

Ms. Erica Majeski
ImageTrend, LLC
20855 Kensington Blvd.
Lakeville, MN 55044

RE: Contract # **2201A-Fire and EMS Records Management Software**

Dear Ms. Majeski:

The County of Henrico has agreed to renew the contract with your firm to provide **Fire and EMS Records Management Software** when needed and requested. The contract period shall be from May 24, 2025 through May 23, 2026.

This contract renewal is pursuant to Request for Proposal #21-2201-8EMF and your response dated February 25, 2025. Renewal pricing will remain the same for the new contract period. All other terms and conditions of contract #2201A 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