



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

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

January 23, 2025

Mr. Josh Kondakor  
Gillies Creek Industrial Recycling LLC  
4200 Masonic Lane  
Richmond, VA 23223

**RE: Contract # 2165B - Waste Disposal Services: Zone 2 - East End Districts (Fairfield and Varina)**

Dear Mr. Kondakor:

The annual contract the County has with your company to provide **Waste Disposal Services: Zone 2 - East End Districts (Fairfield and Varina)** is due to expire on **May 31, 2025**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **June 1, 2025**, through **May 31, 2026**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Maria Gonzalez at [gon036@henrico.gov](mailto:gon036@henrico.gov) at your earliest convenience.

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 of Henrico and Henrico County Public Schools as additional insured for the contract work.**

If you have any questions, please call me at (804) 501-5687 or email me at [COL119@henrico.gov](mailto:COL119@henrico.gov). Your cooperation and prompt response will be appreciated.

Sincerely,

***Leisel O. Collins***

Leisel O. Collins, CPPB, VCO, VCA  
Purchasing Manager

**CONTRACT # # 2165B - Waste Disposal Services: Zone 2 - East End Districts (Fairfield and Varina)**

**BUYER NAME: Leisel O. Collins, CPPB, VCO, VCA – Purchasing Manager**

**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)

3% Increase  
Asphalt, Concrete, and Dirt Disposal @ \$10.14 /TN  
Brush Disposal @ \$22.23 /TN

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

Company Name: Gillies Creek Industrial Recycling Date: 3-13-25

Signature: [Signature] Title: General Manager

Telephone#: 804-382-3047 Email: JKondakor@gilliesCreek.com

SCC#: \_\_\_\_\_