



COMMONWEALTH OF VIRGINIA
County of Henrico

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

January 10, 2025

Mr. Joe Walsh
Children's Plus, Inc.
1387 Dutch American Way
Beecher, IL 60401

RE: Contract # 2441A- Classroom Library Book Services

Dear Mr. Walsh:

The annual contract the County has with your company to provide **Classroom Library Book Services** is due to expire on **May 31, 2024**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **June 1, 2024** through **May 31, 2026**.

The County would like to renew this contract at current contract pricing. Please complete the information requested and return to Angie Woodson at wool13@henrico.gov no later than February 9, 2025.

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) 501-5686 or email me at ant041@henrico.gov. Your cooperation and prompt response will be appreciated.

Sincerely,

Amy Anthes /acw

Amy Anthes, VCO
Procurement Analyst III

ARA/acw

CONTRACT #2441A- Classroom Library Book Services

BUYER NAME: Amy Anthes

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:

 X 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: Children's Plus, Inc.

Date: 5/1/25

Signature: 

Title: Bid Specialist

Telephone#: (800) 230-1279

Email: bids@libraria.com

SCC#: F2053975