



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE

Oscar Knott, CPP, CPPO, NIGP-CPP, VCO

Purchasing Director

January 16, 2025

Mr. Stephan Stark
National Counseling Group, Inc.
5014 Monument Avenue
Richmond, VA 23230

RE: Contract # 2549A- Medicaid-Funded Therapeutic Day Treatment Services

Dear Mr. Stark:

The annual contract the County has with your company to provide **Medicaid-Funded Therapeutic Day Treatment Services** to Henrico County Public Schools is due to expire on **June 24, 2025**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **June 25, 2025** through **June 24, 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 as soon as possible.

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) 501-5649 or email me at Kno008@henrico.gov. Your cooperation and prompt response will be appreciated.

Sincerely,

Oscar Knott/acw

Oscar Knott, CPP, CPPO, NIGP-CPP, VCO
Purchasing Director

JOK/acw

CONTRACT #2549A- Medicaid-Funded Therapeutic Day Treatment Services

BUYER NAME: Oscar Knott

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.

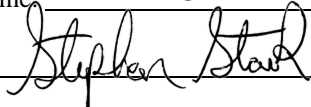
****Medicaid Funded Program****

☐ 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: National Counseling Group, Inc.

Date: 04/03/25

Signature: 

Title: VP of Customer Experience

Telephone#: 804-314-3604

Email: contracts@ncgcommunity.com