



COMMONWEALTH OF VIRGINIA  
**County of Henrico**

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

March 13, 2025

Ms. Julie George  
Kelly Services Inc.  
999 West Big Beaver Road  
Troy, MI 48984

RE: Contract #**2650B- Tutoring and Extended Day Services**

Dear Ms. George:

The County of Henrico has agreed to renew the contract with your firm to provide **Tutoring and Extended Day Services** to Henrico County when needed and requested. The contract period shall be from July 1, 2025 through June 30, 2026.

This contract renewal is pursuant to Request for Proposal #24-2650-2EMF and your response dated March 12, 2025. Renewal pricing will remain the same for the new contract period. All other terms and conditions of contract #2650B 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](mailto:Fal51@henrico.gov).

Sincerely,

*Eileen M. Falcone* /acw

Eileen M. Falcone, CPPB  
Purchasing Manager

EMF/acw