



COMMONWEALTH OF VIRGINIA

County of Henrico

DEPARTMENT OF FINANCE

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

Purchasing Director

January 13, 2025

Ms. Karol L. Ingram
Axiom Educators, LLC
PO Box 287
Buckeyestown, MD 21717

RE: Contract #2626B- Coaching Services for Elementary School Teachers

Dear Ms. Ingram:

The contract the County has with your company to provide **Coaching Services for Elementary School Teachers** is due to expire on **June 30, 2025**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **July 1, 2025** through **June 30, 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. 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.**

Following the receipt of this information, the County will determine whether it is in our best interest to renew the contract or re-solicit.

If you have any questions, please call me at (804) 501-5688 or email me at Luo001@henrico.gov.

Sincerely,

Jianchong Luo /acw

Jianchong Luo
Purchasing Manager

JL/acw

CONTRACT #2626B- Coaching Services for Elementary School Teachers

BUYER NAME: Jianchong Lou

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)
\$81.37 per hour

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

Company Name: Axiom Educators, LLC

Date: January 13, 2025

Signature: 

Title: CEO

Telephone#: 240-751-7999

Email: karol@axiomeducators.com

SCC#: S4172237