



DEPARTMENT OF FINANCE  
OSCAR KNOTT, CPP, CPPB, VCO  
PURCHASING DIRECTOR

COMMONWEALTH OF VIRGINIA  
**COUNTY OF HENRICO**

September 13, 2023

Ms. Niki Shaw  
A New Legacy Family Services  
900 St. James Street, Suite 100  
Richmond, VA 23220

**RE: Contract # 2391A-Weapons Program for Youth and Parents for Juvenile Detention**

Dear Ms. Shaw:

The contract the County has with your company to provide **Weapons Program for Youth and Parents for Juvenile Detention** as needed and requested is due to expire on **November 30, 2023**. Under the terms of the original agreement, this contract may be renewed for an additional one-year period from **December 1, 2023** through **November 30, 2024**.

The County would like to renew this contract at current contract pricing. You may email your response to Angie Woodson at [wool13@henrico.us](mailto:wool13@henrico.us). In addition, if you agree to renew, have your insurance agent mail 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, we will then determine whether it is in our best interest to renew the contract or solicit bids. Your cooperation and prompt response will be appreciated.

If you have any questions, please call me at (804) 501-5637 or email me at [Fal51@henrico.us](mailto:Fal51@henrico.us).

Sincerely,

*Eileen M. Falcone* /acw

Eileen M. Falcone, CPPB  
Assistant Division Director

EMF/acw

**CONTRACT #2391A- Weapons Program for Youth and Parents for Juvenile Detention**

**BUYER NAME: Eileen Falcone**

**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)

\$412.00 per group

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

Company Name: A New Legacy Family Services LLC

Date: 09/17/2023

Signature: \_\_\_\_\_

Title: Chief Executive Officer

Telephone#: 804-441-5366

Email: kcarter@anewlegacy.org

SCC#: S5820545