



## CONTRACT RENEWAL LETTER

**Date:** September 02, 2021  
**Contract #:** UCPJMU5373  
**Service:** Braille Transcription Services  
**Renewal Period:** 11/29/2021 to 11/28/2022  
**Renewal #:** 3 of 4 One-Year  
**Issued By:** James Madison University  
Jeremy Good, Buyer Specialist Ph: 540-568-3131  
Fx: 540-568-7935  
**Contractor:** SeeWriteHear  
Attn: Gene Storz  
7303 East Earll Drive  
Scottsdale, AZ 85251 Ph: 602-899-1512  
**Contract Administrator:** Christina Wulf, Student Affairs

### **Description of Renewal Notice:**

In accordance with the renewal provision of the original contract all terms, conditions, and specifications of the original contract remain the same during the contract renewal period, along with any modifications that have been incorporated up until this point. The contract pricing will remain the same and is attached to this renewal.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed renewal notice to my attention within ten days.

### **SeeWriteHear**

**By:**

Gene Storz

*Name (print)*

President

9/10/2021

*Title*

*Date Signed*

### **James Madison University**

**By:**

Jeremy Good,

*Name (print)*

Buyer Specialist

*Title*

9/2/21  
*Date Signed*

**Contract #:** UCPJMU5373

**Contractor:** SeeWriteHear

**Renewal Period:** 11/29/21 – 11/28/22

**Commodity:** Braille Transcription Services

	Simple	Medium	Complex	Specialty
Braille (Per Braille Page, UEB or EBAE)				
Transcription (Non Test/Assessment)	\$4.07	\$7.40	\$10.36	\$17.76
Transcription (Test/Assessment)	\$5.59	\$9.62	\$13.47	\$23.09
Tactile Graphics (Per Image)				
Graphic Mastering	\$7.40	\$14.80	\$25.90	\$33.30
Production				
Braille Embossing (Per Braille Page)	\$0.22	\$0.22	\$0.22	\$0.22
Graphic Production (Per Graphic)	\$4.00	\$4.00	\$4.00	\$4.00
Cover/Binding (Per Volume)	\$5.00	\$5.00	\$5.00	\$5.00

Matrix structure provided to support multiple copies of transcribed content. Single-copy rates would be combination of Transcription or Graphics Mastering and their respective single-unit Production rate (for one unit/copy).

Complexity is assigned to a complete project (Title, Test, etc.)

Simple	Content contains concepts and images are straight forward, requiring minimal descriptive work. This category includes most literary topics and primary education (K-6) titles.
Medium	Content contains Secondary education (7-12) STEM and Business titles. Nemeth code will be used as necessary. Depending upon the sophistication of the target audience the majority of Social Sciences titles will also be considered a medium complexity rating.
Complex	Advanced topic content. Most Higher Education STEM and Business titles will fall into this category. Nemeth code will be used as necessary.
Specialty	Specialized titles include medical and others, where very specific domain expertise is required. Nemeth code will be used as necessary.

Based upon availability: projects needed within less than 30 days may carry an expedite fee, not to exceed 35%. The actual expedite fee will be determined on a case-by-case basis. Capacity/workload, complexity of the job, and the timeline will be factored in before a mutually agreed upon fee will be assessed.

Pricing excludes shipping (if embossing is required). All shipping expense will be billed as pass-through, once mutually agreed upon.

Nominal cycle time for a textbook project is 6-8 weeks.

If the textbook is provided in hardcopy (rather than electronic format), a \$500 flat rate fee will be added for removing bindings and inserts, collating pages, scanning/OCR, and accuracy verification. The processed textbook will be provided in electronic format.

Contractor has disclosed all potential fees. Additional charges will not be accepted.