



**CONTRACT EXTENSION LETTER**

**Date:** March 17, 2025  
**Contract #:** UCPJMU5498  
**Service:** Web Application Development Services  
**Extension Period:** Extension period shall be from 5/1/2025 through 4/30/2026  
**Issued By:** James Madison University  
 Shanna Devers, Lead Commodity Contract Officer Ph: 540-568-3131  
 Fx: 540-568-7935

**Contractor:** Forum One Communications Corporation  
 Attn: Elisabeth Bradley  
 2200 Mount Vernon Avenue  
 Alexandria, VA 22301 Ph: 703-894-4315

**Contract Administrator:** John McNaught, T/TAC

**Description of Extension Notice:**

In accordance with the Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and Their Vendors all terms, conditions, and specifications of the original contract remain the same during the contract extension period, along with any modifications that may have been incorporated up to this point. The contract pricing for this extension period will remain the same.

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 extension notice to my attention within ten days.

**Forum One Communications Corporation**

**By:** 

Elisabeth Bradley

*Name (print)*

CEO 03 / 25 / 2025

*Title Date Signed*

**James Madison University**

**By:** 

Shanna Devers, CUPO

*Name (print)*

Lead Commodity Contract Officer 03/17/2025

*Title Date Signed*

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The document has been completed.