



CONTRACT EXTENSION LETTER

Date: October 16, 2025
Contract #: UCPJMU5898
Service: Shredded Mulch & Landscaping Plants
Extension Period: Extension period shall be from 11/5/2025 through 11/4/2026
Issued By: James Madison University
Autumn Foster, Lead Commodity Contract Officer Ph: 540-568-4501
Fx: 540-568-7935

Contractor: Blackberry Mulch
Attn: Kaye Wheeler
3504 Mudpike Road
Christiansburg, VA 24073 Ph: (540) 639-4115

Contract Administrator: Scott Jones, Facilities Management

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.

Blackberry Mulch
By: [Signature]
Kaye Wheeler
Name (print)
Manager
Title
10/16/25
Date Signed

James Madison University
By: [Signature]
Autumn Foster, VCCO, CUPO
Name (print)
Lead Commodity Contract Officer
Title
10/16/25
Date Signed