



CONTRACT RENEWAL LETTER

Date: August 18, 2022
Contract #: UCPJMU5899
Service: Shredded Mulch & Landscaping Plants
Renewal Period: 11/5/2022 to 11/4/2023
Renewal #: 2 of 4 One-Yr
Issued By: James Madison University
Aaron Largent, Buyer Senior
Ph: 540-568-4160
Fx: 540-568-7935

Contractor: Driver Brothers Inc.
Attn: Michele Martson
27 Niswander Rd.
Staunton, VA 24401

Contract Administrator: Scott Jones, Facilities Management

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.

Driver Brothers Inc.

By: michele marston
Michele Martson

Name (print)
Manager 8/22/22
Title Date Signed

James Madison University

By: [Signature]
Aaron Largent,

Name (print)
Buyer Senior 8/18/22
Title Date Signed



**Contract #:** UCPJMU5899

**Contractor:** Driver Brothers Inc.

**Renewal Period:** 11/5/2022 - 11/4/2023

**Commodity:** Shredded Mulch & Landscaping Plants

1. The pricing is set and there shall be no additional fees and/or expenses charged to the University without prior approval.

a. Pricing for plants shall be discounted from the wholesale price list based on the quantities stated below. In this scenario the quantity is based on one variety and size to receive the price discounts listed.

Quantity	Discount
0 – 50	5%
50 – 500	10%
500+	15%

b. Minimum delivery order size is \$1,000.00 during the time period of March 15 – June 15 and \$500.00 during all other times of the year. When the minimum is met to warrant delivery, orders are batched together based on location as they are received and space is allocated on the trucks in the same manner.