



CONTRACT RENEWAL LETTER

Date: August 28, 2023
Contract #: UCPJMU6177
Service: Roofing Inspection, Installation, Maintenance, & Replacement
Renewal Period: 11/14/2023 to 11/13/2024
Renewal #: 2 of 4 One-Yr
Issued By: James Madison University
Michael Morrison, Buyer Senior
Ph: 540-568-6181
Fx: 540-568-7935
Contractor: Whitley/Service Roofing and Sheet Metal Company
1985 Snow Point Lane
Charlottesville, VA 22902
Contract Administrator: Brian Owens, 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 increase by 3.8% in accordance with the "other services" category of the CPI-W. An updated pricing schedule 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.

Whitley/Service Roofing and Sheet Metal

Company:

By:

Brett Larson

Name (print)

President

08.28.23

Title

Date Signed

James Madison University

By:

Michael Morrison, MS, VCCO, CUPO

Name (print)

Buyer Senior

Title

8/28/2023

Date Signed

