



## CONTRACT RENEWAL LETTER

**Date:** May 21, 2024  
**Contract #:** UCPJMU6370  
**Service:** Printing of the Breeze  
**Renewal Period:** 8/15/2024 to 8/14/2025  
**Renewal #:** 2 of 4 One-Yr  
**Issued By:** James Madison University  
Colleen Johnson, Lead Commodity Contract Officer  
& Project Manager Ph: 540-568-3137  
Fx: 540-568-7935  
**Contractor:** Shenandoah Publications, Inc. dba Narrow Passage  
Press  
Attn: Keith Stickley  
P.O. Box 777  
Woodstock, VA 22664 Ph: (540) 459-4000  
**Contract Administrator:** Brad Jenkins, The Breeze

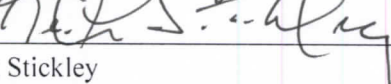
### **Description of Renewal Notice:**

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.

**Shenandoah Publications, Inc. dba Narrow  
Passage Press**

By:   
Keith Stickley

Name (print)

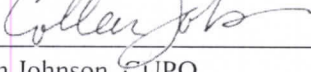
President

5/23/24

Title

Date Signed

**James Madison University**

By:   
Colleen Johnson, CUPO

Name (print)

5/22/2024

Lead Commodity Contract Officer & Project Manager

Title

Date Signed

**Contract #:** UCPJMU6370

**Contractor:** Shenandoah Publications, Inc. dba Narrow Passage Press

**Renewal Period:** 8/15/2024 – 8/14/2025

**Commodity:** Printing of the Breeze

**PRICING SCHEDULE:**

Contractor's pricing schedule is as follows:

<b>Description - Tabloid Version</b>	<b>Price/M</b>	<b>Price/issue</b>	<b>Add'l 500's RAST</b>	<b>Less 500's RAST</b>
<b>4-Page Issues -- 4,500 Copies Each</b>	<b>84.84 /M</b>	<b>381.80 /issue</b>	<b>5.87</b>	<b>(5.87)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	27.33	123.00 /issue	5.00	(5.00)
<b>8-Page Issues -- 4,500 Copies Each</b>	<b>99.47 /M</b>	<b>497.60 /issue</b>	<b>11.73</b>	<b>(11.73)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	27.33	123.00 /issue	5.00	(5.00)
<b>12-Page Issues -- 4,500 Copies Each</b>	<b>124.53 /M</b>	<b>560.40 /issue</b>	<b>17.60</b>	<b>(17.60)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance		/issue		
<b>16-Page Issues -- 4,500 Copies Each</b>	<b>142.04 /M</b>	<b>639.20 /issue</b>	<b>23.47</b>	<b>(23.47)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		

Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	54.67	246.00 /issue	10.00	(10.00)
<b>20-Page Issues -- 4,500 Copies Each</b>	<b>122.67/M</b>	<b>552.00 /issue</b>	<b>29.33</b>	<b>(29.33)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	82.00	369.00 /issue	15.00	(15.00)
<b>24-Page Issues -- 4,500 Copies Each</b>	<b>184.62 /M</b>	<b>830.80 /issue</b>	<b>35.20</b>	<b>(35.20)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	82.00	369.00 /issue	15.00	(15.00)
<b>28-Page Issues -- 4,500 Copies Each</b>	<b>209.02 /M</b>	<b>943.60 /issue</b>	<b>41.07</b>	<b>(41.07)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	91.56	412.00 /issue	20.00	(20.00)
<b>32-Page Issues -- 4,500 Copies Each</b>	<b>227.20 /M</b>	<b>1022.40 /issue</b>	<b>46.93</b>	<b>(46.93)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	91.56	412.00 /issue	20.00	(20.00)
<b>36-Page Issues -- 4,500 Copies Each</b>	<b>252.27 /M</b>	<b>1135.20 /issue</b>	<b>52.80</b>	<b>(52.80)</b>

Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	136.67	615.00 /issue	25.00	(25.00)
<b>40-Page Issues -- 4,500 Copies Each</b>	<b>270.00 /M</b>	<b>1215.00 /issue</b>	<b>58.67</b>	<b>(58.67)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	136.67	615.00 /issue	25.00	(25.00)
<b>44-Page Issues -- 4,500 Copies Each</b>	<b>294.84 /M</b>	<b>1326.80 /issue</b>	<b>64.53</b>	<b>(64.53)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	164.00	738.00 /issue	30.00	(30.00)
<b>48-Page Issues -- 4,500 Copies Each</b>	<b>312.58 /M</b>	<b>1406.60 /issue</b>	<b>70.40</b>	<b>(70.40)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	164.00	738.00 /issue	30.00	(30.00)
<b>52-Page Issues -- 4,500 Copies Each</b>	<b>329.87 /M</b>	<b>1484.40 /issue</b>	<b>76.27</b>	<b>(76.27)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		

Up Charge to print (4) process colors in color position; black for balance	191.33	861.00 /issue	35.00	(35.00)
<b>56-Page Issues -- 4,500 Copies Each</b>	<b>355.16 /M</b>	<b>1598.20 /issue</b>	<b>82.13</b>	<b>(82.13)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	191.33	861.00 /issue	35.00	(35.00)
<b>60-Page Issues -- 4,500 Copies Each</b>	<b>376.44 /M</b>	<b>1694.00 /issue</b>	<b>88.00</b>	<b>(88.00)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	218.67	984.00 /issue	40.00	(40.00)
<b>64-Page Issues -- 4,500 Copies Each</b>	<b>397.73 /M</b>	<b>1789.80 /issue</b>	<b>93.87</b>	<b>(93.87)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	218.67	984.00 /issue	40.00	(40.00)
<b>68-Page Issues -- 4,500 Copies Each</b>	<b>419.91 /M</b>	<b>1889.60 /issue</b>	<b>99.73</b>	<b>(99.73)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		
Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	246.00	1107.00 /issue	45.00	(45.00)
<b>72-Page Issues -- 4,500 Copies Each</b>	<b>440.31 /M</b>	<b>1981.40 /issue</b>	<b>105.60</b>	<b>(105.60)</b>
Up Charge to print black plus one spot color in color position; black for balance		/issue		

Up Charge to print black plus two spot colors in color position; black for balance		/issue		
Up Charge to print black plus three spot colors in color position; black for balance		/issue		
Up Charge to print (4) process colors in color position; black for balance	246.00	1107.00 /issue	45.00	(45.00)
Inserting pre-printed inserts in "The Breeze" for Thursday editions by " <b>Machine</b> "	20.00 /M	90.00		
Inserting pre-printed inserts in "The Breeze" for Thursday editions by " <b>Hand</b> "	35.00 /M	157.50		
Artwork (Charge per hour)	85.00 /HR			
Charge for contractor pick-up of electronic copy ( <i>per issue</i> )	/Issue			

1. Contractor shall publish and distribute *The Breeze* once weekly on Thursdays during James Madison University's regular academic year.
  - a. All files will be submitted by University representatives by 12:00 a.m. Thursday to Contractor and Contractor shall have all papers delivered by 11:30 a.m. on Thursday.
  - b. Any special issue files will be submitted by University representative by 2:00 p.m. Wednesday. In the instances where special issues are to be included in *The Breeze* paper, Contractor shall have an extension for delivery where all papers shall delivered by 12:30 p.m. on Thursday.
2. The University shall retain the right to enforce a 15% penalty if all newspapers, excluding special editions, are not delivered by 1:00 p.m. on Thursdays.
3. Papers that are not left in newsstands should be tied or banded in bundles of 25-50. Any newspapers that are left in newsstands should not be bundled but should be loose for pickup.
4. Contractor shall be responsible for distribution to approximately 100 drop points on and off James Madison University campus and within a 3-mile radius around Harrisonburg.
5. Contractor shall protect the content of *The Breeze* until such time as the newspaper has reached newsstands.
6. Contract shall protect newspapers in inclement weather and shall make every effort to keep the papers dry. Place under eaves or inside door if possible. If placing papers outside, papers shall be put in plastic bags.

7. Overruns will not be accepted by James Madison University; however, additional copies should be printed at the contractor's expense to allow for damaged copies prior to and during shipment to James Madison University.
8. Contractor shall pick up an electronic file from The Breeze office, by the stated deadline, if there are any technical or other difficulties originate that prohibit electronic transfer of files from either party.
9. Additional costs shall be mutually agreed upon by the Contractor and Purchasing Agency.