



## CONTRACT RENEWAL LETTER

**Date:** August 31, 2023  
**Contract #:** UCPJMU6452  
**Service:** Athletic Award Frames  
**Renewal Period:** 12/10/2023 to 12/9/2024  
**Renewal #:** 1 of 4 One-Yr  
**Issued By:** James Madison University  
Adam Fleming, Buyer Senior  
Ph: 540-568-4280  
Fx: 540-568-7935

**Contractor:** Church Hill Classics  
Attn: Kathryn Solz  
594 Pepper Street  
Monroe, CT 6468  
Ph: (203) 268-1535 ext 137

**Contract Administrator:** Jennifer Phillips, Athletics

### **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.

### **Church Hill Classics**

**By:**

Kathryn Solz

*Name (print)*

National Sales Manager

*Title*

8/31/23  
*Date Signed*

### **James Madison University**

**By:**

Adam Fleming

*Name (print)*

Buyer Senior

*Title*

08/31/23  
*Date Signed*



Renewal #1

**Contract #:** UCPJMU6452  
**Contractor:** Church Hill Classics  
**Renewal Period:** 12/10/2023 - 12/09/2024  
**Commodity:** Athletic Award Frames

**Pricing Schedule**

1. Contractor pricing shall be as follows:
  - a. **Athletic Award Frame** (with or without logo) - **\$110.00 each**
  - b. **Varsity Letter Frame** (with or without logo) - **\$79.00 each**
  - c. **There shall be no die charges or design fees. There shall be no additional charges for packaging, handling, or boxing.**
  - d. **Shipping/Freight charges shall be passed directly to University without any additional markup.**
  - e. **FOB destination shipping on orders of 80 or more quantities shall be free of charge.**
2. Contractor shall agree that all fees have been disclosed. No additional fees will be accepted.
3. Contractor shall provide a 30% discount off web retail prices.
  - a. Custom framing for:
    - i. Posters
    - ii. Photographs\*
    - iii. Certificates
    - iv. Jerseys\*
  - b. Coach/administrator/alumnus/donor insignia gifts and awards
    - i. Desk pen sets\*
    - ii. Paperweights
    - iii. Plaques\*
    - iv. Photo Frames\*



Renewal #1

Items marked with \* can be personalized with an engraved plate to include recipients' names.

4. Parties agree that this Negotiation Summary modifies RFP # KLN-1158 and the Contractor's initial response to RFP # KLN-1158, and in the event of conflict this negotiation summary shall take precedence.
5. Contractor agrees that all exceptions taken within their initial response to RFP # KLN-1158 that are not specifically addressed within this negotiation summary are null and void.