JAMES MADISON UNIVERSITY

# CONTRACT RENEWAL LETTER

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|---|---|---|
| **Date:** | October 05, 2026 | |
| **Contract #:** | UCPJMU6501 | |
| **Service:** | HVAC Filters | |
| **Renewal Period:** | 1/4/2027 to 1/3/2028 | |
| **Renewal #:** | 4 of 4 One-Yr | |
| **Issued By:** | James Madison University<br>Aaron Largent, Buyer Senior | Ph: 540-568-4160<br>Fx: 540-568-7935 |
| **Contractor:** | Brookaire Company, LLC<br>Attn: Lucas Walker<br>46 Whelan Road<br>East Rutherford, NJ 07073 | |
| **Contract Administrator:** | Ryan Price, 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.

| **Brookaire Company, LLC** | **James Madison University** |
|---|---|
| **By:** Lucas Walker, Operations Manager | **By:** |
| Lucas Walker | Aaron Largent, CUPO, VCCO |
| *Name (print)* | *Name (print)* |
| Lucas Walker 10/6/2026 | Buyer Senior 10/5/2026 |
| *Title* *Date Signed* | *Title* *Date Signed* |

**Contract #:** UCPJMU6501
**Contractor:** Brookaire Company, LLC
**Renewal Period:** 1/4/2027 – 1/3/2028
**Commodity:** HVAC Filters

**Pricing Schedule**

The following Labor, Other Fees, and Discounts sections represent the negotiated pricing for all represented items and should be reflected in all quotes and proposals for the University. No other fees or charges shall be acceptable.

**PRICING SCHEDULE BY ZONE**

| Products & Equipment (listed by manufacturer and discount rate offered) | | | | | | | | | |
|---|---|---|---|---|---|---|---|---|---|
| **Service** | *Zone 1* | *Zone 2* | *Zone 3* | *Zone 4* | *Zone 5* | *Zone 6* | *Zone 7* | *Zone 8* | *Zone 9* |
| Brookaire Company, LLC | 35% | 35% | 35% | 35% | 35% | 35% | 35% | 35% | 35% |
| Air Flow Products | 42% | 42% | 42% | 42% | 42% | 42% | 42% | 42% | 42% |

| Other Fees | | |
|---|---|---|
| ***Charge Card Processing Fees:*** | 0 | **%** |
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