



CONTRACT RENEWAL LETTER

Date: November 17, 2025
Contract #: UCPJMU6801
Service: Arborist Services
Renewal Period: 12/15/2025 to 12/14/2026
Renewal #: 2 of 4 One-Yr
Issued By: James Madison University
Autumn Foster, Lead Commodity Contract Officer Ph: 540-568-4501
Fx: 540-568-7935

Contractor: John Shifflett Tree Service Inc.
Attn: John Shifflett
7368 Porch Swing Lane
Dayton, VA 22821 Ph: 540-828-0174

Contract Administrator: Scott Jones, Facilities Management

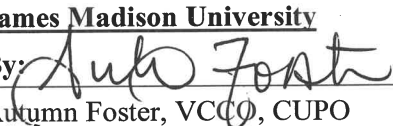
Description of Renewal Notice:


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.

John Shifflett Tree Service Inc.
By: 
John Shifflett

James Madison University
By: 
Autumn Foster, VCCO, CUPO

Name (print)
Owner/President 
Title *Date Signed*

Name (print)
Lead Commodity Contract Officer *11/17/2025*
Title *Date Signed*

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Contractor: John Shifflett Tree Service Inc.
Renewal Period: 12/15/2025 – 12/14/2026
Commodity: Arborist Services

1. Contractor pricing for services shall be as follows:

ITEM	DESCRIPTION	UNIT PRICE (per hour)
1	Regular Pruning, Trim Work, Felling, Tree Removal and Stump Grinding	\$350/hr
2	Storm Damage and/or Emergency Work. (must respond within 24hours and remain on site for consecutive days until job is complete)	\$450/hr
3	Materials and Labor for Fertilization, Insect and Disease Control and IPM Management	\$-/hr
4	IPM (Integrated Pest Management) consulting services	\$125/hr

2. Contact: John Shifflett, Owner, 540-820-6189, shifflettj11@gmail.com
 John Shifflett Tree Service Inc
 7368 Porch Swing Lane
 Dayton, VA 22821
3. Contractor shall agree that all fees have been disclosed. No additional fees, including credit card processing fees, will be accepted.
4. Any change in the scope described herein shall be mutually agreed upon by the Purchasing Agency and Contractor with all changes first being authorized through either a contract modification and/or a change order issued by the Purchasing Agency.
5. Parties agree that this Negotiation Summary modifies RFP # ADF-1194 and the Contractor's initial response to RFP # ADF-1194, and in the event of conflict this negotiation summary shall take precedence.
6. Contractor agrees that all exceptions taken within their initial response to RFP # ADF-1194 that are not specifically addressed within this negotiation summary are null and void.