



CONTRACT RENEWAL LETTER

Date: November 04, 2024
Contract #: UCPJMU6822
Service: Signage and Banners
Renewal Period: 2/13/2025 to 2/12/2026
Renewal #: 1 of 4 One-Yr
Issued By: James Madison University
 Dylan Morris, Buyer Senior
 Ph: 540-568-3002
 Fx: 540-568-7935

Contractor: FRF Inc. dba Hightech Signs
 2165 Seminole Trail
 Charlottesville, VA 22901

Contract Administrator: Cody Cole, 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.

FRF Inc. dba Hightech Signs

By: 

 PETER FOSTER
 Name (print)
 PRESIDENT
 Title
 11/8/2024
 Date Signed

James Madison University

By: 

 Dylan Morris,
 Name (print)
 Buyer Senior
 Title
 11/4/2024
 Date Signed

Contract #: UCPJMU6822
Contractor: FRF Inc. dba Hightech Signs
Renewal Period: February 13, 2025 to February 12, 2026
Commodity: Signage and Banners

Pricing Schedule

1. Contractor agrees for any purchase excluding from Point-of-Sale purchases, the University will issue an eVA purchase order based upon a quote provided by your firm. No additional agreements, orders forms, or signatures shall be required.
2. Contractor shall agree to waive all credit card fees for all purchases related to this contract.
3. Contractor Pricing for Equipment, Materials and Supplies are as follows:

Product Description	% Discount Off and Pricing
Signage Cost	14%
Material Cost (i.e. Metal, Vinyl, Plastic, Protectant, etc.)	15%
Graphic Designer Services	\$75/hr.
Delivery Charges	\$90/hr.
Installation (Technician)	\$90/hr.
Installation (technician/pickup truck)	\$115/hr.
Installation (technician/bucket truck)	\$145/hr.
Installation (technician/crane man lift, scaffolding)	\$125/hr.
Maintenance (i.e. cleaning of signage/banners)	\$115/hr.
Travel Charges (time/mileage to and from JMU jobsite)	\$90/hr.
Subcontractor Charges	Varies per project
Consultation	N/A

4. Contractor shall agree that all fees have been disclosed. No additional fees will be accepted.
5. Any changes in the pricing and products offered 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.
6. Parties agree that this Negotiation Summary modifies RFP # DKM-1190 and the Contractor's initial response to RFP # DKM-1190, and in the event of conflict this negotiation summary shall take precedence.



JAMES MADISON
UNIVERSITY.

Renewal #1

7. Contractor agrees that all exceptions taken within their initial response to RFP # DKM-1190 that are not specifically addressed within this negotiation summary are null and void.