



CONTRACT RENEWAL LETTER

Date: February 26, 2026
Contract #: UCPJMU6886
Service: University Fleet and Facilities Vehicles
Renewal Period: 5/10/2026 to 5/9/2027
Renewal #: 2 of 4 One-Yr
Issued By: James Madison University
Juan Becerra Martinez, Buyer Senior Ph: 540-568-3130
Fx: 540-568-7935
Contractor: Charlie Obaugh Auto Group of Staunton, Inc
410 Lee Jackson Hwy
Staunton, VA 24401
Contract Administrator: Doug Judy, 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.

Charlie Obaugh Auto Group of Staunton, Inc

By: [Signature]
Name (print)
President
Date Signed 2/26/2026

James Madison University

By: [Signature]
Name (print)
Juan Becerra Martinez,
Buyer Senior
Date Signed 02-26-2026

**Contract #:** UCPJMU6886  
**Contractor:** Charlie Obaugh Auto Group of Staunton, Inc  
**Renewal Period:** 5/10/2026 – 5/9/2027  
**Commodity:** University Fleet and Facilities Vehicles

**1. Pricing:**

<b>Vehicle Manufacturer</b>	<b>% OFF MSRP</b>
Chevrolet	2%
GMC	2%
Kia	1%
Mitsubishi	1%

**2. Contractor shall charge the following delivery fees:**

Delivery Fees by Zone:

Zone 1 = \$200	Zone 6 = \$180
Zone 2 = No Charge	Zone 7 = \$200
Zone 3 = \$120	Zone 8 = \$125
Zone 4 = \$240	Zone 9 = \$280
Zone 5 = \$285	

3. Contractor agrees that JMU will handle the registration and the processing fee will be waived. Contractor shall provide and charge \$3.00 for a 30-day temporary tag.
4. Each vehicle purchased shall include two key sets at no charge. Contractor will charge the key rate per vehicle for a third key as required by JMU.
5. Contractor shall agree that all fees have been disclosed. No additional fees will be accepted.
6. Parties agree that this Negotiation Summary Modifies RFP # THW-1204 and the Contractor's initial response to RFP # THW-1204, and in the event of conflict the negotiation summary shall take precedence.
7. Any change in the scope or pricing 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.