



## CONTRACT RENEWAL LETTER

**Date:** March 20, 2025  
**Contract #:** UCPJMU6889  
**Service:** University Fleet and Facilities Vehicles  
**Renewal Period:** 5/10/2025 to 5/9/2026  
**Renewal #:** 1 of 4 One-Yr

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**Issued By:** James Madison University  
Juan Becerra Martinez, Buyer Senior Ph: 540-568-3130  
Fx: 540-568-7935

**Contractor:** Criswell Chevrolet, Inc.  
503 Quince Orchard Rd  
Gaithersburg, MD 20878

**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.

**Criswell Chevrolet, Inc.**

**By:**

*Dylan Szot*

Name (print)

*Assistant Fleet Sales Mgr. 3/20/25*

Title

Date Signed

**James Madison University**

**By:**

*A Korn*  
Juan Becerra Martinez,

Name (print)

on behalf of:

Buyer Senior

Title

3/20/25

Date Signed

**Contract #:** UCPJMU6889  
**Contractor:** Criswell Chevrolet, Inc.  
**Renewal Period:** 5/10/2025 – 5/9/2026  
**Commodity:** University Fleet and Facilities Vehicles

1. Pricing shall be calculated as MSRP plus percentage outlined to include processing fees, delivery, inspection, additional keys and fuel.

**Pricing Schedule**

The pricing below includes delivery, inspection, additional keys, and fuel.

**Sedans:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Malibu	+4%	+8%
Honda Accord	+4%	+8%
Nissan Altima	+4%	+8%

**Trucks, light duty:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Silverado 1500	MSRP	+2%
Ford F-150	+1%	+2%
RAM 1500	+1%	+2%

**Trucks, heavy duty:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Silverado 2500	MSRP	+2%
Ford F-250	MSRP	+2%
RAM 2500	MSRP	+2%

**SUVs, mid-size:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Blazer	+3%	+6%
Chevrolet Equinox	+4%	+6%
Chevrolet Trailblazer	+4%	+9%
Chevrolet Traverse	+3%	+5%
Chevrolet Trax	+5%	+7%
Honda CRV	+3%	+7%
Nissan Rogue	+1%	+2%
Jeep Grand Cherokee	+3%	+5%
Ford Explorer	+3%	+5%

SUVs, mid-size continued:

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Ford Escape	+4%	+7%
Ford Bronco Sport	+3%	+6%

SUVs, full-size:

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Tahoe	+2%	+4%
Chevrolet Suburban	+2%	+3%
Honda Pilot	+3%	+4%
Nissan Pathfinder	+3%	+5%
Nissan Armada	+2%	+3%

Passenger Vans, minivan:

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Honda Odyssey	+3%	+5%
Chrysler Pacifica	+3%	+5%

Passenger Vans, 12-passenger:

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Express	+2%	+4%

Cargo Vans:

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Express	+2%	+3%
RAM Promaster	+2%	+4%
Ford Transit	+2%	+4%

**Electric Vehicles:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Chevrolet Blazer EV	+3%	+5%
Chevrolet Silverado EV	+3%	+4%
Ford F-150 Lightning	+2%	+4%
Ford E-Transit Cargo Van	+2%	+4%
Nissan Leaf	+3%	+5%

**Hybrid Vehicles:**

Make & Model	% Off MSRP Regions 1-4	% Off MSRP Regions 5-9
Honda CR-V Hybrid	+3%	+4%
Honda Accord Hybrid	+3%	+4%
Chrysler Pacifica Hybrid	+2%	+4%
Jeep Grand Cherokee 4x4	+2%	+4%

2. Contractor shall charge no delivery fees or processing fees.
3. Contractor shall provide three sets of keys for each vehicle purchased at no charge.
4. Contractor shall agree that all fees have been disclosed. No additional fees will be accepted.
5. 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.
6. 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.