



CONTRACT RENEWAL LETTER

Date: February 03, 2026
Contract #: UCPJMU7187
Service: Glass and Metal Services
Renewal Period: 5/30/2026 to 5/29/2027
Renewal #: 1 of 4 One-Yr
Issued By: James Madison University
 Juan Becerra Martinez, Buyer Senior Ph: 540-568-3130
 Fx: 540-568-7935

Contractor: LCC Enterprises LLC: Glass Doctor of the
 Shenandoah Valley
 1742 Country Club Road
 Mcgaheysville, Virginia 22802

Contract Administrator: Brian Owens, 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.

LCC Enterprises LLC: Glass Doctor of the Shenandoah Valley

By: Chad Wilcher
 Chad Wilcher
 Name (print)

Manager
 Title
2/5/26
 Date Signed

James Madison University

By: Juan Becerra Martinez
 Juan Becerra Martinez,
 Name (print)

Buyer Senior
 Title
2-5-2026
 Date Signed

Contract #: UCPJMU7187

Contractor: LCC Enterprises LLC: Glass Doctor of the Shenandoah Valley

Renewal Period: 5/30/2026 – 5/29/2027

Commodity: Glass and Metal Services

Pricing Schedule:

Labor Rates		
Personnel	Normal Working Hours	Overtime/weekend/Holiday/ Emergency Hours
Project Manager	\$150.00	\$400.00
Glasier/ Laborer	\$125.00	\$350.00

Parts and Supplies			
Materials/Parts	List Price	% Discount Off MSRP	University Price
Glass priced per size, color, type, and installation. Material costs will be provided at the time of quotation for each project.			

Equipment Rentals	
Type of Equipment	Price Breakdown
Lift	Lift price is based on size, rental Rate, and delivery or pickup at time of quotation. Rental companies quote shall be provided at time of estimate and direct cost will be billed to the University

1. The Purchasing Agency will issue a purchase order for goods and services based upon an approved quote provided by Contractor. Quotes shall include a price breakout showing contract pricing being followed. The Purchasing Agency will not be required to sign and return proposals/quotes.
2. All projects shall receive priority attention and Glass Doctor of the Shenandoah Valley will respond within 24 hours. If an area needs to be boarded up or secured, this shall be completed within the same 24-hour timeframe. Glass will be ordered and installed as quickly as possible and will remain dependent on the suppliers' lead times.
3. 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
4. The cost of glass will be determined by the type selected and current market prices. Glass Doctor of Shenandoah Valley will provide material quotes for all projects to the university and shall obtain approval before commencing any work.

5. Glass Doctor shall bill the University for exact equipment rental costs, providing subcontractors rental quotes for each project order at the time of quotation. If JMU personnel request additional quotations, these will be obtained to ensure the most cost-effective rental option is selected, approval must be secured prior to commencing any work.
6. Contractor shall provide detailed invoices that clearly demonstrate contract pricing. Invoices shall be issued on a per-project basis and be provided within 30 days of services being rendered.
7. LCC Enterprises LLC. shall agree to the annual increase amount to be based on the CPI-W Other Services scale per renewal.
8. Parties agree that this Negotiation Summary modifies RFP # JBM-1225 and the Contractor's initial response to RFP # JBM-1225, and in the event of conflicts, this negotiation summary shall take precedence.
9. Contractor agrees that all exceptions taken within their initial response to RFP# JBM-1225 that are not specifically addressed within this negotiation summary are null and void.
10. Payments shall be made in accordance with the *Code of Virginia, §2.2-4347 through 2.2-4354, Prompt Payment.*
11. The following Contractors' responses to RFP#JBM-1225, Statement of Needs, shall be hereby incorporated into the following contract.