JAMES MADISON UNIVERSITY

CONTRACT RENEWAL LETTER

Date:	October 21, 2026	
Contract #:	UCPJMU7375	
Service:	Reupholstery Services	
Renewal Period:	2/6/2027 to 2/5/2028	
Renewal #:	1 of 4 One-Yr	
Issued By:	James Madison University Autumn Foster, Lead Commodity Contract Officer	Ph: 540-568-4501 Fx: 540-568-7935
Contractor:	F3 Manufacturing LLC, dba Guys Upholstery Attn: Joseph J. Caudillo 2601 Reliance Drive, Suite 104 Virginia Beach, VA 23452	Ph: (757) 622-7232
Contract Administrator:	Julie Merryman, Residence Life	

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.

F3 Manufacturing LLC, dba Guys Upholstery

By: Joseph Caudillo

Joseph J. Caudillo

Name (print)

Owner/President 10/22/26

Title *Date Signed*

James Madison University

By: Autumn Foster

Autumn Foster, CUPO, VCCO

Name (print)

Lead Commodity Contract Officer 10/22/2026

Title *Date Signed*

Contract #: UCPJMU7375
Contractor: F3 Manufacturing LLC, dba Guys Upholstery
Renewal Period: 2/6/2027 to 2/5/2028
Commodity: Reupholstery Services

1. **Pricing:**

	ITEM DESCRIPTION	UNIT PRICE
	LABOR *(Upholstery Services – not to include the cost of fabric.)*	
A.	Virginia Correctional Enterprises (VCE)	
	A1. Sofa: Completely Reupholstered	$ 895.00
	A1. Sofa Cushions: Fabric Replacement Only	N/A
	A1. Sofa Cushions: Fabric & Foam Replacement	N/A
	A2. Lounge Chair: Completely Reupholstered	$ 550.00
	A2. Lounge Chair Cushions: Fabric Replacement Only	N/A
	A2. Lounge Chair Cushions: Fabric & Foam Replacement	N/A
	A3. 2 – Position Chair: Completely Reupholstered	$ 250.00
	A4. Stool: Completely Reupholstered	$ 195.00
B.	BLOCKHOUSE FURNITURE	
	B1. Sofa, Wood Frame: Completely Reupholstered	$ 795.00
	B2. Sofa, Upholstered: Completely Reupholstered	$ 985.00
	B3. Loveseat, Wood Frame: Completely Reupholstered	$ 580.00
	B4. Loveseat, Upholstered: Completely Reupholstered	$ 770.00
	B5. Chair, Wood Frame: Completely Reupholstered	$ 380.00
	B6. Chair, Upholstered: Completely Reupholstered	$ 570.00
	B1/2. Sofa Cushions: Fabric Replacement Only	$ 985.00

	B1/2. Sofa Cushions: Fabric & Foam Replacement	$ 1,690.00
	B3/4. Loveseat Cushions: Fabric Replacement Only	$ 770.00
	B3/4. Loveseat Cushions: Fabric & Foam Replacement	$ 1,240.00
	B5/6. Chair Cushions: Fabric Replacement Only	$ 570.00
	B5/6. Chair Cushions: Fabric & Foam Replacement	$ 805.00
	B. Refurnish & Reupholster Blockhouse Cushions *(See - Section IV. A.7.d)*	
C.	WIELAND FURNITURE	
	C1. Loveseat: Completely Reupholstered	$ 985.00
	C2. Chair: Completely Reupholstered	$ 745.00
	C1. Loveseat Cushions: Fabric Replacement Only	$ 220.00
	C1. Loveseat Cushions: Fabric & Foam Replacement	$ 500.00
	C2. Chair Cushions: Fabric Replacement Only	$ 110.00
	C2. Chair Cushions: Fabric & Foam Replacement	$ 250.00
D.	MTS FURNITURE	
	D1. Chair: Completely Reupholstered	
E.	HERMAN MILLER FURNITURE	
	E1. Club Chair: Completely Reupholstered	$ 650.00
	E2. L/R Arm Chair; Completely Reupholstered	$ 1,298.00
	E3. Armless Chair: Completely Reupholstered	$ 395.00
F.	NEMSCHOFF FURNITURE	
	F1. Club Chair: Completely Reupholstered	$ 715.00
G.	OFS FURNITURE	
	G1. Enclave Linx Ottoman – Round: Completely Reupholstered	$ 380.00
	G2. Enclave Linx Ottoman – Half: Completely Reupholstered	$ 295.00

H.	ALLSTEEL FURNITURE	
	H1. 72W Bench/Screen: Completely Reupholstered	$ 1,135.00
	H2. 60W Bench/Screen: Completely Reupholstered	$ 960.00
	H3. 72W Bench: Completely Reupholstered	$ 395.00
	H4. 60W Bench: Completely Reupholstered	$ 350.00
	H5. Linger Lounge Chair: Completely Reupholstered	$ 395.00
I.	COALESSE FURNITURE	
	I1. Bob Lounge Chair: Completely Reupholstered	$ 475.00
	I2. Bob Guest Chair: Completely Reupholstered	$ 380.00
	I3. Ripple Bench, 35.5W; Completely Reupholstered	$ 295.00
J.	TURNSTONE FURNITURE	
	J1. Jenny Club No Arms: Completely Reupholstered	$ 380.00
	J2. Jenny Club: Completely Reupholstered	$ 480.00
K.	TRANSFORMATIONS FURNITURE	
	Benchmark Ottoman: Completely Reupholstered	$ 380.00
L.	LABOR (Repairs)	
	L1. Labor – Regular Hours (per hour)	$ 95.00
	L2. Overtime Rates (per hour)	$ 142.80
M.	LABOR (Refinishing)	
	M1. Labor – Regular Hours (per hour)	$ 90.00
	M2. Overtime Rates (per hour)	N/A
N.	FABRIC *(indicate below how Contractor proposes to price and charge the University for fabric. If additional space is required, expand or add columns.)* ***Note per the Code of Virginia, the University cannot accept "cost-plus" offers.***	

	Fabric Discount: 20% off Retail Price (MSRP)	
O.	ADDITIONAL SERVICES	
	Booth Seating: X per Linear Foot straight piece X per LN Ft curved or angled pieces	$ 35 LF
	Foam: Retail Price per board foot, (include shipping) $15 LF, $30 LF for foam on Boards and Booth Seats, 2.5" – 6" thick	$15/$30 LF
	Pick up and Delivery, as small vs. large job.	$1,800 - $2,700
	Shop supplies and Disposal fee X % of total job.	Supplies+5%, No Disposal fee.

2. Contractor shall provide inside delivery to include a variety of building and rooms. Stair carry and dock lifts when required, are no extra charge.

3. Contractor will charge storage fees, Basic fees start at $50 per month.

4. Contractor requires a 50% Deposit for each project.

5. Contractor will include a delivery charge of $1,800-2,700 for all zones but Zone 5. Zone 5 will be a lesser charge as the location is local to vendor.

6. Contractor has disclosed all fees. No additional fees will be accepted.

7. Contractor acknowledges that JMU follows the Virginia Prompt Payment Act that states that payment terms are 30 days upon receipt of invoice.

8. Contractor shall utilize the eVA e-procurement system for purchase orders and agrees to pay eVA fees associated with this.

9. Parties agree that this Negotiation Summary Modifies RFP # THW-1217 and the Contractor's initial response to RFP # THW-1217, and in the event of conflict the negotiation summary shall take precedence.

10. 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.