



CONTRACT RENEWAL LETTER

Date: November 17, 2020
Contract #: UCPJMU5708
Service: Automotive Body Repair Services
Renewal Period: 12/2/2020 to 12/1/2021
Renewal #: 1 of 4 One-Year
Issued By: James Madison University
Krista Nealis, Buyer Specialist
Ph: 540-568-4160
Fx: 540-568-7935

Contractor: Curb Appeal Automotive Paint Pro
Attn: James Estep
2431 John Wayland Hwy
Harrisonburg, VA 22801
Ph: 540-564-1130

Contract Administrator: Duane Swanson, 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 previous contract pricing schedule is hereby replaced with the pricing schedule 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.

Curb Appeal Automotive Paint Pro
By: James Estep
James Estep
Name (print)

Owner 11-18-2020
Title Date Signed

James Madison University
By: Krista Nealis
Krista Nealis, VCCO
Name (print)

Buyer Specialist 11/18/20
Title Date Signed

Contract #: UCPJMU5708

Contractor: Curb Appeal Automotive Paint Pro, LLC.

Renewal Period: 12/02/2020 – 12/01/2021

Commodity: Automotive Body Repair Services

1. Contact information for Curb Appeal Automotive Paint Pro, LLC.
James Estep – Owner
David Mantz – JMU Representative
Phone - (540) 564-1130
Email – cahburg@curbappealautobody.com
2. See Pricing Schedule below. The University will only pay what's agreed upon in the pricing schedule. Therefore, pricing is set and there shall be no additional fees and/or expenses charged to the University without prior approval.
3. Curb Appeal Automotive shall agree to provide quote within 7 days of request to be approved before any work can commence, with the exception of any emergency situation.
4. Curb Appeal now operates at two locations, Harrisonburg and Mt. Crawford. Therefore, Curb Appeal shall complete all work within a timely manner with the goal that all work will be completed within a week.
5. Curb Appeal does not have the capability to perform aluminum body work but can sublet the work out if necessary.
6. Curb Appeal Automotive Paint Pro, LLC. shall agree to the annual increase amount to be based on the CPI-W scale per renewal.

PRICING SCHEDULE BY ZONE									
	Zone 1	Zone 2	Zone 3	Zone 4	Zone 5	Zone 6	Zone 7	Zone 8	Zone 9
Passenger Vehicles									
Parts/Materials percent off crash guide list		20%							
Labor Rate \$/hour		\$40							
Trucks									
Parts/Materials percent off crash guide list		20%							
Labor Rate \$/hour		\$40							
Specialty Vehicles									
Parts/Materials percent off crash guide list		20%							
Labor Rate \$/hour		\$65							
Other fees/charges									
Specify Towing Fees									
Mechanical Repair Rate \$/hour		\$70							
Crash Guide Used	CCC Motor Tested Time								
Used Parts: Markup 25%, No subject to % off list. Sold at fair market value.									
Mechanical Repair Rate: \$70/hour in shop; Out-of-shop mechanical repair includes 10% profit.									
Paint Product Rate: \$36/hour									