



## CONTRACT EXTENSION LETTER

**Date:** March 31, 2021  
**Contract #:** UCPJMU4648  
**Service:** Admissions Geodemographic Research Service  
**Extension Period:** Extension period shall be from 06/28/2021 through 12/27/2021  
**Issued By:** James Madison University  
Doug Chester, Buyer Senior Ph: 540-568-4272  
Fx: 540-568-7935  
  
**Contractor:** Ruffalo Noel-Levitz, LLC  
1025 Kirkwood Pkwy SW  
Cedar Rapids, IA 52404 Ph: 571-318-0479  
  
**Contract Administrator:** Michael Walsh, Admissions


### **Description of Extension Notice:**

In accordance with the Commonwealth of Virginia Purchasing Manual for Institutions of Higher Education and Their Vendors all terms, conditions, and specifications of the original contract remain the same during the contract extension period, along with any modifications that may have been incorporated up to this point. The contract pricing for this extension period will remain the same.

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 extension notice to my attention within ten days.

### **Ruffalo Noel-Levitz, LLC**

**By:**   
Mary Noel

*Name (print)*

Director of Accounting 4/29/2021  
*Title Date Signed*

### **James Madison University**

**By:**   
Doug Chester, VCO

*Name (print)*

Buyer Senior 3/31/21  
*Title Date Signed*