



CONTRACT RENEWAL LETTER

Date: March 03, 2023
Contract #: UCPJMU6302
Service: Printing Services
Renewal Period: 5/13/2023 to 5/12/2024
Renewal #: 1 of 4 One-Yr
Issued By: James Madison University
Krista McDaniel, Buyer Senior
Ph: 540-568-7523
Fx: 540-568-7935
Contractor: Winchester Printers, Inc
Attn: Christopher Hottle
212 Independence Dr
Winchester, VA 22602
Ph: 800-662-6912
Contract Administrator: Carolyn Windmiller, Marketing

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.

Winchester Printers, Inc
By: Christopher M Hottle
Christopher Hottle
Name (print)
Vice President
Title
3/3/2023
Date Signed

James Madison University
By: Krista McDaniel
Krista McDaniel, VCCO
Name (print)
Buyer Senior
Title
3/3/2023
Date Signed

Contract #: UCPJMU6302
Contractor: Winchester Printers, Inc
Renewal Period: 5/13/2023 – 5/12/2024
Commodity: Printing Services

1. Contractor Pricing:

- a. Author Alterations (AA's): \$75.00/Hour

Shipping and Delivery

- a. Pricing listed above shall include the cost of shipping.
- b. All delivery shall be FOB Destination.

Pricing for sample projects displayed in chart below, shall be included in contract as official pricing.

Printing Project	Contractor Pricing
Visitor Guide Folded Map Brochure	\$ 1,215.00
Preview Days Brochure	\$ 1,745.00
Academic Open House Postcard	\$ 1,430.00
Lapsed Giving Invitations	\$ 2,230.00
Thank You Cards	\$ 1,160.00
Student Success Center Brochure	\$ 10,685.00
Football Game Program	\$ 13,140.00
Basketball Game Program	\$ 5,680.00
Basketball Schedule Cards	\$ 340.00
Formal Single Panel Invitation – 1,000	\$ 475.00
Formal Single Panel Invitation – 1,100	\$ 495.00
Formal Single Panel Invitation – 1,200	\$ 520.00
Formal Single Panel Invitation – 1,300	\$ 560.00
Formal Single Panel Invitation – 1,400	\$ 585.00

Additional services shall be priced upon request.

- 2. Contractor shall receive agency approval prior to any Author Alterations (AA's) including subsequent charges.
- 3. Contractor shall utilize FSC paper on all jobs.
- 4. Contractor shall mail one (1) hardcopy of each printing project completed for James Madison University to:
 Carolyn Windmiller, JMU Visual Brand Content Art Director
 University Marketing
 ICEH 411 (127 W Bruce Street)



Renewal #1

MSC 3608
Harrisonburg, VA 22807