



## CONTRACT RENEWAL LETTER

**Date:** April 18, 2023  
**Contract #:** UCPJMU6373  
**Service:** Elevator Inspection Services  
**Renewal Period:** 7/3/2023 to 7/2/2024  
**Renewal #:** 1 of 4 One-Yr  
**Issued By:** James Madison University  
Dylan Morris, Buyer Senior

Ph: 540-568-3002

Fx: 540-568-7935

**Contractor:** Central Elevator Inspection Services II, LLC  
Attn: Robbie Thornhill  
469 Round Hill Road  
Boston, Virginia 22713

**Contract Administrator:** Brian Clements, 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.

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.

### **Central Elevator Inspection Services II, LLC**

**By:** Robbie Thornhill  
Robbie Thornhill Robbie Thornhill  
Name (print)

Co-Owner 4/19/2023  
Title Date Signed

### **James Madison University**

**By:** Dylan Morris  
Dylan Morris, Dylan Morris  
Name (print)

Buyer Senior 4/19/2023  
Title Date Signed