



CONTRACT RENEWAL LETTER

Date: May 09, 2023
Contract #: UCPIJU6416
Service: On Demand Cleaning & Labor Services
Renewal Period: 8/28/2023 to 8/27/2024
Renewal #: 1 of 4 One-Yr
Issued By: James Madison University
Stephen Howard, Procurement Team Manager Ph: 540-568-3130
Fx: 540-568-7935

Contractor: Star Commercial Janitorial Services
P.O. Box 25115
Richmond, VA 23260

Contract Administrator: Debra Morris, 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 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.

Star Commercial Janitorial Services
By: Sherman Brake
Sherman Brake
Name (print)
President
6-13-2023
Date Signed

James Madison University
By: Stephen Howard
Stephen Howard, VCCO, CUPO
Name (print)
Procurement Team Manager
5/9/2023
Date Signed

**Contract #:** UCPJMU6416  
**Contractor:** Star Commercial Janitorial Services  
**Renewal Period:** 8/28/2023 – 8/27/2024  
**Commodity:** On Demand Cleaning & Labor Services

**Pricing Schedule**

**1. Pricing Schedule:**

Function	Labor Rate/Hour
Supervisor	\$23
Cleaner/Laborer	\$20
Other: \$20	

Additional Pricing for As-Needed Services:

Service	Rate/Hour
Biohazardous Waste Cleaning	\$50
Point of Contact for Special Services	Phone and Email
Sherman Brake	shermanbrake@aol.com
*This person(s) should be able to be available 24/7 (if needed) and provide services at least 2 hours after being contacted	804-901-5599

Event	Rate/Hour or Event Price
Any event	\$23

**2. Star Commercial Cleaning can provide 10 workers if requested.**