



## CONTRACT RENEWAL LETTER

**Date:** August 10, 2023  
**Contract #:** UCPJMU5709  
**Service:** Automotive Body Repair Services  
**Renewal Period:** 12/2/2023 to 12/1/2024  
**Renewal #:** 4 of 4 One-Yr  
**Issued By:** James Madison University  
Aaron Largent, Buyer Senior

Ph: 540-568-4160

Fx: 540-568-7935

**Contractor:** Myers Ford Co., Inc.  
13959 Spotswood Trail  
Elkton, Virginia 22827

**Contract Administrator:** Doug Judy, Facilities Management

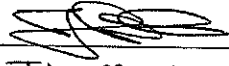
### **Description of Renewal Notice:**

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.

**Myers Ford Co., Inc.**

**By:**   
\_\_\_\_\_  
John Myagitt  
Name (print)

Treas. 8/24/23  
Title Date Signed

**James Madison University**

**By:**   
\_\_\_\_\_  
Aaron Largent,  
Name (print)

Buyer Senior 8/16/23  
Title Date Signed

**Contract #:** UCPJMU5709

**Contractor:** Myers Ford Co., Inc.

**Renewal Period:** 12/02/2023 – 12/01/2024

**Commodity:** Automotive Body Repair Services

1. 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.
2. Myers Ford 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.
3. Myers Ford shall provide up to 25% off of parts/materials. The discount percentage will be dependent on the list to cost ratio.
4. Myers Ford shall complete work on any of the following: vehicles, trucks, motor coaches, shuttle buses and some specialty vehicles.
5. Myers Ford shall agree to lower their mechanical labor rate to 75.00/hr.
6. Myers Ford shall become SWaM Certified, if eligible, within the first 6 months of the award of contract.
7. Myers Ford 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
<b>Passenger Vehicles</b>								
Parts/Materials percent off crash guide list	25%							
Labor Rate \$/hour	42 <sup>00</sup>							
<b>Trucks</b>								
Parts/Materials percent off crash guide list	25%							
Labor Rate \$/hour	60 <sup>00</sup>							
<b>Specialty Vehicles</b>								
Parts/Materials percent off crash guide list	25%							
Labor Rate \$/hour	60 <sup>00</sup>							
<b>Other fees/charges</b>								
Specify Towing Fees								
Mechanical Repair Rate \$/hour	75 <sup>00</sup>							