



## CONTRACT RENEWAL LETTER

**Date:** August 28, 2023  
**Contract #:** UCPJMU6189  
**Service:** Admissions and Geodemographic Research and Marketing Services  
**Renewal Period:** 12/15/2023 to 12/14/2024  
**Renewal #:** 2 of 4 One-Yr  
**Issued By:** James Madison University  
Doug Chester, Buyer Senior  
Ph: 540-568-4272  
Fx: 540-568-7935  
**Contractor:** Ruffalo Noel-Levitz, LLC  
1025 Kirkwood Pkway SW  
Cedar Rapids, IA 52404  
**Contract Administrator:** Melinda Wood, Admissions


### **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.

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

**By:**   
Dan Brown  
Name (print)

Controller 8/28/2023  
Title Date Signed

### **James Madison University**

**By:**   
Doug Chester, VCO, CUPO  
Name (print)

Buyer Senior 8/27/23  
Title Date Signed