



## CONTRACT RENEWAL LETTER

**Date:** December 05, 2023  
**Contract #:** UCPJMU6263  
**Service:** Door Hardware Products and Installation Services  
**Renewal Period:** 3/24/2024 to 3/23/2025  
**Renewal #:** 2 of 4 One-Yr  
**Issued By:** James Madison University  
Autumn Foster, Buyer Senior Ph: 540-568-4501  
Fx: 540-568-7935  
**Contractor:** Valley Doors Unlimited, LLC  
Attn: Mark Pinnow  
5001 Spotswood Trail  
Penn Laird, VA 22846 Ph: 540-209-4134  
**Contract Administrator:** Brian Owens, 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 increase by 3.7% in accordance with the "other services" category of the CPI-W. An updated pricing schedule 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.

### Valley Doors Unlimited, LLC

By:   
Mark Pinnow

Name (print)

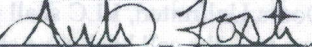
Owner

Title

12/7/2023

Date Signed

### James Madison University

By:   
Autumn Foster,

Name (print)

Buyer Senior

Title

12/05/23

Date Signed





Renewal #2

**Contract #:** UCPJMU6263**Contractor:** Valley Doors Unlimited, LLC**Renewal Period:** 3/24/2024 – 3/23/2025**Commodity:** Door Hardware Products and Installation ServicesPricing Schedule

LABOR RATES		
Personnel	Normal Working Hours	Overtime/ Weekend/ Holiday /Emergency Hours
Supervisor	\$96.60/hour	\$128.80/hour
Laborer	\$80.50/hour	\$112.70/hour

PARTS & SUPPLIES				
Manufacturer	Product Line	List Price	% Discount Off	University Price
ALLEGION	Builders Hardware	\$TBD	40%	\$TBD
ASSA	Complete Assemblies	\$TBD	40%	\$TBD
Dormakaba	Complete Assemblies	\$TBD	40%	\$TBD
Window Films	Security			\$42.93/SF installed

OTHER PRICING	
Early Payment Discount	2%
Charge Card Processing Fees	1.5%
Standard Freight, Standard Shipping and eVA Fees:	eVA fees Included. Then current freight/shipping added to discounted line item price.
Travel and/or Fuel Surcharge may be added outside Zone 2.	Actual Cost will be added
Field Surveys and Keying Meetings:	No Charge within Zone 2
Next Day Shipping will be added to invoice.	Actual Cost will be added

1. Valley Doors Unlimited, LLC shall turn quotes over to JMU within the 48hr response time. Exceptions to 48 hour response time shall include specialty manufacturers and Custom framing. JMU shall be notified during the site visit if an approximate quote delivery date shall exceed 48hrs.
2. Valley Doors Unlimited, LLC shall provide a 2hr call back time outside of normal hours. Exceptions to a 2hr call back time shall include a family emergency or illness. Should either of those occur, Valley Doors shall notify a designated contact person at JMU within 24 hrs, and provide an estimated length of unavailability.
3. Valley Doors Unlimited, LLC will set aside one full business day/week for on campus visits as requested by JMU.
4. JMU requests that all replacement frames to be painted (to match existing building color) campus wide unless otherwise specified.