



CONTRACT RENEWAL LETTER

Date: December 13, 2023
Contract #: UCPJMU6575
Service: Fire & Water Damage Cleanup Services
Renewal Period: 3/27/2024 to 3/26/2025
Renewal #: 1 of 4 One-Yr
Issued By: James Madison University
Autumn Foster, Buyer Senior
Ph: 540-568-4501
Fx: 540-568-7935
Contractor: RW Services, LLC dba ServPro of Chantilly
14101 Parke Long Court
Chantilly, VA 20151
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 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.

RW Services, LLC dba ServPro of Chantilly

By: James Wall
James Wall

Name (print)
CEO 1/02/2024

Title Date Signed

James Madison University

By: Autumn Foster
Autumn Foster,

Name (print)
Buyer Senior 1/02/2024

Title Date Signed

Contract #: UCPJMU6575

Contractor: RW Services, LLC dba ServPro of Chantilly

Renewal Period: 3/27/2024 – 3/26/2025

Commodity: Fire & Water Damage Cleanup Services

1. Hourly Pricing for Services will be followed as listed below:

Technician	Unit	Cost
Straight Time	1 Hour	\$42.43
Overtime	1 Hour	\$63.72

2. JMU Shall only accept Xactimate pricing, except when pre-approved by University in writing. Services used during the term of this contract shall reflect the correct Xactimate pricing model, which will be provided by the contractor

*Contractor and purchasing agency will re-evaluate Xactimate pricing model to be used at each renewal period.

3. The University will issue a purchase order for each order based upon a quote provided by your firm. No additional agreements, orders forms, or signatures shall be required.
4. The contractor warrants the services under the contract will be performed: (a) in a diligent, professional and workmanlike manner in accordance with the highest applicable industry standards; (b) in accordance with this Agreement and the applicable Statement(s) of Work; and (c) by experienced and qualified personnel.
5. Travel Expenses: James Madison University is an agency of the Commonwealth of Virginia and as such, Contractors billing for travel related expenses must invoice in accordance with the U. S. General Services Administration (GSA) for lodging, meals and incidental expenses at the time of travel, which can be referenced at: <http://www.jmu.edu/finprocedures/4000/4215mie.shtml>.

Transportation for air travel and car rental will be paid at cost with Contractor providing a documented receipt to the University. Contractor shall book air travel and car rental to ensure expenses remain economical. Air fare shall be reimbursed for coach/standard with no upgrades and car rental shall be reimbursed for standard with no upgrades.

6. The Contractor has disclosed all potential fees. Additional charges will not be accepted.