

NOTICE OF CONTRACT RENEWAL and MODIFICATION

UCPUMW 23-1521

Temporary Staffing Services

September 9, 2026

From: Melva Kishpaugh, VCO, CUPO
Director, Procurement Services

Contractor Name: Matern Staffing, Inc.
10712 Ballantraye Drive, Suite 312
Fredericksburg, VA 22407

Current Contract Period: Sept 15, 2025 - Sept 14, 2026 with Three (3) one-year renewal remaining

Renewal Period: Sept 15, 2026 – Sept 14, 2027 with Two (2) one-year renewal remaining.

In accordance with the terms and conditions of the original contract, **UMW 22-1406**, the contract is hereby renewed for the aforementioned renewal period. This signed acknowledgment of renewal will become part of the contract documents which include the original solicitation, all addenda, the original proposal, the standard contract and any subsequent contract modifications. All other terms and conditions remain unchanged.

Additionally, in accordance with the terms and conditions of the original contract referenced above, the following modifications have been mutually agreed upon by both parties and shall take effect at the beginning of the renewal period. Relative to the general scope of the above referenced contract, the University of Mary Washington hereby modifies the contract as follows:

The Contract is amended to reflect the following bill rates for the renewal term:

POSITION TITLE	REGULAR BILL RATE	OVERTIME BILL RATE
Executive Assistant	\$30.51	\$45.77
Office Associate with Personal Computer Skills	\$26.35	\$40.26
Accountant/Sr. Accountant	\$38.73	\$58.25
Housekeeping Worker	\$21.42	\$32.14
Grounds Worker	\$21.42	\$32.14
General Laborer	\$21.42	\$32.14
Office Associate with IT and A/V Skills	\$27.74	\$41.61
IT and A/V Technician	\$26.35	\$40.26
Application Support Programmer	\$30.51	\$45.77
Campus Buyer/Technical Support	\$27.74	\$41.61

Public Posting of Contracts: The University of Mary Washington maintains a web-based contracts database with a public portal. All contracts are posted to the publicly accessible website. Contents identified as proprietary information are not made public.

Please sign and return this form with a current certificate of insurance within 10 business days' receipt of this notice. Electronic signature on this form is acceptable.

Signature: Ginni Matern

Printed

Name: Ginni Matern

Title: CEO

Email: ginni@maternstaffing.com

Date: 09/09/2026