



NOTICE OF CONTRACT RENEWAL

**UCPUMW 18-703
HVAC Supplies**

Wednesday, June 17, 2020

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

Contractor Name: Complete Facilities Supply
julia@completefacilitiesupply.com
8801 Virginia Meadows Drive
Manassas, VA 20109

Current Contract Period: 9/7/2019 - 9/6/2020 with 5 one-year renewal options remaining.

Renewal Period: 9/7/2020 - 9/6/2021 with 4 one-year renewal options remaining.

In accordance with the terms and conditions of the original contract, UCPUMW 18-703 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 bid/proposal, the standard contract/purchase order and any subsequent contract modifications. All other terms and conditions remain unchanged.

Public Posting of Cooperative Contracts: University of Mary Washington maintains a web-based contracts database with a public portal. All cooperative 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.

Electronic signature by response to this email is acceptable.

Please note the new email for accounts payable is invoices@mail.umw.edu.

Signature: Julia Harting

Printed Name: Julia Harting

Title: Regional Sales Manager

Date: June 18, 2020