

COMMONWEALTH OF VIRGINIA  
UNIVERSITY OF MARY WASHINGTON

NOTICE OF CONTRACT RENEWAL  
7 January 2022

UCPUMW 19-889  
Fuel Site Maintenance, Repair and Upgrades

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

**Contractor Name:** J&F Acquisitions dba Jones and Frank  
1300 Ingleside Road  
Norfolk, VA 23502


**Current Contract Period:** 1 July 2021 – 30 June 2022 with two (2) one-year renewal options remaining  
that if exercised will extend term to 6/30/2024.

**Renewal Period:** 1 July 2022-30 June 2023

In accordance with the "Renewal of Contract" provision within the special terms and conditions of the original contract, UCPUMW 19-889, 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.

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 forward a current certificate of insurance for our files.

**Signature:**   
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**Printed Name:** Steve Bernstein  
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**Title:** VP Commercial Sales  
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**Date:** 2/2/2022  
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