



COMMONWEALTH OF VIRGINIA  
UNIVERSITY OF MARY WASHINGTON

NOTICE OF CONTRACT RENEWAL  
4 January 2021

UCPUMW 16-381  
Printing Services

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

**Contractor Name:** Worth Higgins  
8770 Parke Central Drive  
Richmond, VA 23227

**Current Contract Period:** 1 July 2020 – 30 June 2021 with four (4) one-year renewal options remaining that if exercised will extend term to 6/30/2025.

**Renewal Period:** 1 July 2021-30 June 2022

In accordance with the "Renewal of Contract" provision within the special terms and conditions of the original contract, UCPUMW 16-381, 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:** Elizabeth H. Bolka

**Printed Name:** Elizabeth H. Bolka

**Title:** Acct. Rep

**Date:** 1/5/21