



Purchasing Department
4400 University Drive, Mailstop 3C5
Fairfax, VA 22030
Phone: 703.993.2580 | Fax: 703.993.2589
<http://fiscal.gmu.edu/>

June 7, 2024

James Elliot
Vice-President
Metro Installation Services, Inc.
14120 Sullyfield Circle, Suite G.
Chantilly, VA 20151

**Subject: Contract Renewal GMU-1793-22-01, Furniture Systems Installations and Reconfigurations
Renewal (2) of 4**

Dear Mr. Elliot:

As you are probably aware, our current subject contract will expire on August 14, 2024. At this time George Mason University would like to renew the above contract at the current terms, conditions and price schedule for an additional one-year period. The renewal period shall be August 15, 2024 to August 14, 2025. There will be two (2) one-year renewal option remaining on the contract.

If you are in agreement, at your earliest convenience, please sign below. All other terms and conditions of GMU-1793-22-01 shall remain unchanged and in full force and effect.

If you have any questions or concerns, please contact me at (703) 993-5354 or email cmullin4@gmu.edu.

Sincerely,

Christopher Mullins, VCO
Procurement Officer

Metro Installation Services, Inc

DocuSigned by:

2FCB4C1067E448
(Signature)

James Elliot

(Printed Name)

Vice President

(Title)

7/3/2024

(Date)

George Mason University

DocuSigned by:

2F61E096C7E186
(Signature)

James F. Russell

(Printed Name)

Director, Purchasing

(Title)

6/7/2024

(Date)