



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

January 28, 2021

Mr. James C. Brooke – jcb@brookerental.com
Brooke Rental Center, Inc.
321 Mill St. NE
Vienna, VA 22180

**Subject: Contract Renewal GMU-1606-20, Special Event Rentals
Renewal (1) of 4**

Dear Mr. Brooke:

As you are probably aware, our current subject contract will expire on January 12, 2021. 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 January 13, 2021 to January 12, 2022. There will be three (3) one-year renewal options remaining on this contract.

If you are in agreement, at your earliest convenience, please sign below and e mail your response to my attention. All other terms and conditions of GMU-1606-20 shall remain unchanged and in full force and effect.

If you have any questions or concerns, please contact me by email at erauch@gmu.edu.

Sincerely,

Erin Rauch, CPPB, VCO
Assistant Director / Procurement Officer

George Mason University

(Signature)

James F. Russell

(Printed Name)

Director, Purchasing

(Title)

1/29/21

(Date)

Brooke Rental Center, Inc.

(Signature)

JAMES C BROOKE

(Printed Name)

V. P.

(Title)

1/29/21

(Date)