



Purchasing Department  
Mailing Address: 4400 University Drive, Mailstop 3C5  
Street Address: 4441 George Mason Boulevard, 4<sup>th</sup> Floor, Suite 4200  
Fairfax, Va. 22030

July 8, 2020

Will Mellis  
Potomac Electrical Services, Inc. DBA Potomac Testing, Inc.  
1610 Professional Blvd. Suite A  
Crofton, MD 21114

**Subject: Contract Renewal (Renewal 1 – Year 2) GMU-1586-19-04 Electrical Repair and PM Services on Switchgears (Potomac Electric Services DBA Potomac Testing, Inc.)**

Dear Will Mellis (Or to Whom it Concerns),

At this time, George Mason University wishes to renew the above, subject, contract at the current contract pricing, and terms and conditions for an additional one-year period: August 09, 2020 – August 08, 2021. There will be three (3) one (1) year, renewal options remaining on this contract.

Mr. Steven Pulis, Facilities Service Manager, Facilities Management, will serve as the contract administrator for this contract. Phone: 703-993-5589, Email: spulis@gmu.edu

If you are in agreement, at your earliest convenience, please sign below and either fax or mail your response to my attention.

If you have any questions or concerns, please contact me at (703) 993-2497 or email ksirotin@gmu.edu.

Sincerely,

*Katherine E. Sirotin*

Katherine E. Sirotin,  
Asst. Director / VCO, CUPO  
George Mason University  
Phone: 703-993-2497  
Email: ksirotin@gmu.edu

VENDOR SIGNATURE *Wyatt Hamrick* DATE 8/11/2020

VENDOR PRINTED NAME Wyatt Hamrick TITLE Account Manager

GMU PURCHASING SIGNATURE *Katherine Sirotin* DATE 08/11/2020

GMU DOP PRINTED NAME Katherine Sirotin TITLE Assistant Director, Purchasing