



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

October 23, 2020

Ms. Kathleen Gural
Skeehan Communications, LLC
1312 Richie Road
Capitol Heights, Maryland 20743

Subject: Contract Renewal Option Year 1 of 4: GMU-1607-20-02

Dear Ms. Gural,

George Mason University wishes to renew the above contract for the period of December 4, 2020 through December 3, 2021. Contractor shall continue to provide live broadcast and webstream services to George Mason University Television (GMU-TV) in support of Commencement held at the EagleBank Arena. Pricing shall be in accordance with GMU-1607-20-02. There will be three (3) one-year optional renewals remaining on this contract.

As previously discussed, Mason is unable to guarantee the purchase of services during this contract renewal period. Any services required under this contract renewal period will be on an as needed or as required basis only. Mason will issue a Purchase Order (PO) to your firm for release of funding and approval to move forward with any required work.

All other terms and conditions of Contract GMU-1607-20-02 shall remain in full effect and unchanged.


Contract Administrator for this contract shall remain, Richard Wood General Manager/Executive Producer, GMU-TV, Information Technology Services; rwood@gmu.edu (703)-993-3166

If you are in agreement, at your earliest convenience, please sign below and email me your response.

If you have any questions or concerns, please contact me at (703) 993-3599 or email mroger19@gmu.edu.

Sincerely,

Michele Rogers
Senior Buyer

SIGNATURE  DATE 11/9/20
PRINTED NAME KATHLEEN L. GURAL TITLE CFO

GMU SIGNATURE _____ DATE _____
PRINTED NAME Jim Russell TITLE Director of Purchasing (DOP)