

ARLINGTON PUBLIC SCHOOLS

PROCUREMENT OFFICE

2110 Washington Blvd., Arlington, VA 22204 • Phone: (703) 228-6123 • Fax: (703) 841-0681

www.apsva.us

December 7, 2020

Via e-mail

Charmay, Inc. dba Service Master NCR
7551 Fordson Road,
Alexandria, VA 22306
Attn: Mr. Chris Coffin, Director of Production
Email: ccoffin@smncr.com

Subject: **Amendment No. 1 to Contract #31FY19-1 – Industrial Cleaning & Restorative Services**

Dear Mr. Coffin:

On November 30, 2020, the above-cited contract between Charmay, Inc. dba Service Master NCR and Arlington County School Board, operating as Arlington Public Schools (“APS” or “Owner”) expired.

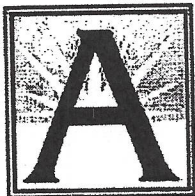
In as much as your firm’s performance under the present contract is satisfactory, attached is a proposed Amendment for a one (1) year renewal of the Contract. It should be noted any change(s) shall not exceed the change in the Consumer Price Index for all Urban Consumers (CPI-U), U.S. city average, all items index, for September 2020, an increase of 1.4 percent. Increases requested above that amount will not be entertained by APS. You are requested to strike through the option which is not applicable on the attached Amendment: (a) existing prices or (b) the revised rate schedule (attached). The renewal shall be effective December 01, 2020 and shall remain valid through November 30, 2021. This is the first (1st) of four (4) renewals, with three (3) renewals remaining. All other terms and conditions shall remain unchanged.

Please indicate your acceptance by having an officer, or authorized agent, of your company sign and return the acceptance portion attached. Upon receipt, this office will sign and execute the amendment and return one copy to your office. Your response is requested no later than five (5) days from the date of this letter.

Sincerely,

David J. Webb

David Webb, C.P.M.
Procurement Director
Office: (703) 228-6127
Cell: (703) 328-5591
Email: david.webb@apsva.us



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7551 Fordson Road,
Alexandria, VA 22306
Attn: Mr. Chris Coffin, Director of Production
Email:

By mutual agreement, Contract #31FY-119 is renewed effective December 01, 2020 through November 30, 2021, at the existing prices. This is the first (1st) of four (4) renewals, with three (3) renewals remaining. All other terms and conditions shall remain unchanged.

ACCEPTANCE:

ARLINGTON PUBLIC SCHOOLS

Authorized
Signature:

David J. Webb

Printed Name
and Title:

David J. Webb, C.P.M.
Procurement Agent

Date:

December 8, 2020

CHARMAY, INC. DBA SERVICE MASTER NCR

Authorized
Signature:

Chris Coffin

Printed Name
and Title:

Chris Coffin Director of Production

Date:

7 Dec 2020