



April 10, 2013

National Asphalt Manufacturing Corporation  
Attn: Tim Boone  
PO Box 327  
Merrifield, VA 22116

SUBJECT: Town of Vienna Contract Renewal

Reference: Contract IFB 10-05, Asphalt - Hot Mix

Dear Mr. Boone:

The subject contract expires on August 16, 2013. In accordance with the provisions of IFB 10-05, the Town of Vienna wishes to renew the contract for the fourth (4<sup>th</sup>) of four (4) one-year renewal options, for the period of August 17, 2013 through August 16, 2014.

The Town requests this renewal at the current contact rates, as listed on the attached. If you agree to these terms, please sign below and return to the Purchasing Department no later than April 22, 2013. Upon approval by the Town Council at a later date, a Purchase Order for the renewal period will be sent to you.

If you wish to request a price increase, please submit justification for your request, in writing, no later than April 16, 2013, and I will forward your request to the department for consideration. Per the terms of the IFB, any change in pricing shall not exceed the percentage for the most recent twelve (12) months of the CPI-U rate for this region.

If you have any questions, please call me at 703-255-6359.

Sincerely,

Gina M. Gilpin, CPPB  
Purchasing Agent  
[ggilpin@viennava.gov](mailto:ggilpin@viennava.gov)

Enclosure

Tim Boone  
National Asphalt Manufacturing Corporation