



TOWN OF
VIENNA
since 1890

Purchasing Office

August 3, 2020

Arthur Construction Company, Inc.
Attn: Joe Araujo
23691 Overland Drive
Dulles, VA 20166

SUBJECT: Town of Vienna Contract Renewal

Reference: Contract IFB 17-03 Milling, Overlay and Traffic Marking - As Needed

Dear Mr. Araujo:

The subject contract expired on June 30, 2020. In accordance with the provisions of IFB 17-03, the Town of Vienna wishes to renew the contract for the third (3rd) of four (4) one-year renewal options, for the period of July 1, 2020, through June 30, 2021.

The Town requests this renewal at the current contract rates. If you agree to these terms, please sign below and return to the Purchasing Department no later than August 7, 2020. 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 August 7, 2020, and I will forward your request to the department for consideration. Per the terms of the IFB, any change in rates 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

Joe Araujo
Arthur Construction Company, Inc.