

**CONTRACT MODIFICATION AGREEMENT**

**Date:** May 29, 2019  
**Contract No.:** LU214-18-012  
**Modification No.:** 2  
**Issued By:** COMMONWEALTH OF VIRGINIA  
Longwood University  
Farmville, Virginia 23909  
**Contractor:** The Budd Group  
2325 South Stratford Road  
Winston-Salem, NC 27103  
**Commodity:** Custodial Services

This Supplemental Agreement is entered into pursuant to the provisions of the basic contract.

**Description of Modification:** This contract modification is being issued to add the Linen Costs for Conferences and Events, Replacement of Lost Linen Items, On-Demand Cleaning Costs, and the Costs Per Square Foot according to our Contract (see attached).

Except for the changes provided herein, all other terms and conditions of this contract remain unchanged and in full force and effect.

**The Budd Group**

By: Stephan Miller  
Signed

Stephan Miller  
Regional Director - The Budd Group  
Name and Title (Type or Print)

5/30/19  
Date Signed

**Longwood University**

By: M. Louise Waller  
Signed

M. Louise Waller  
Vice President for Administration and Finance  
Name and Title (Type or Print)

5/30/19  
Date Signed

**eVA BUSINESS-TO-GOVERNMENT VENDOR REGISTRATION, CONTRACTS, AND ORDERS:** The eVA Internet electronic procurement solution, website portal [www.eVA.virginia.gov](http://www.eVA.virginia.gov), streamlines and automates government purchasing activities in the Commonwealth. The eVA portal is the gateway for vendors to conduct business with state agencies and public bodies. All vendors desiring to provide goods and/or services to the Commonwealth shall participate in the eVA Internet eprocurement solution by completing the free eVA Vendor Registration. All bidders or offerors must register in eVA and pay the Vendor Transaction Fees specified below; failure to register will result in the bid/proposal being rejected.

Vendor transaction fees are determined by the date the original purchase order is issued and the current fees are as follows:

- a. For orders issued July 1, 2014, and after, the Vendor Transaction Fee is:
  - (i) DMBE-certified Small Businesses: 1.0%, capped at \$500 per order.
  - (ii) Businesses that are not DSBSD-certified Small Businesses: 1.0%, capped at \$1,500 per order.
- b. Refer to Special Term and Condition "eVA Orders and Contracts" to identify the number of purchase orders that will be issued as a result of this solicitation/contract with the eVA transaction fee specified above assessed for each order.

For orders issued January 1, 2014, the vendor transaction fees can be found at [www.eVA.virginia.gov](http://www.eVA.virginia.gov).

The specified vendor transaction fee will be invoiced, by the Commonwealth of Virginia Department of General Services, typically within 60 days of the order issue date. Any adjustments (increases/decreases) will be handled through purchase order changes.

**The Budd Group**  
**Initial Summer Linen Costs, On-Demand Cleaning Costs, and Costs Per Square Foot to Add/Delete**

<b>Commodity/Service</b>	<b>Rate</b>	<b>Replacement Cost</b>	<b>Start Date</b>
One (1) Linen Pack with One (1) Hospitality Pack per Participant	\$ 13.50	\$ 82.76	5/15/2019
Addition of one (1) thermal blanket (if requested)	\$ 4.50	\$ 36.36	5/15/2019
Addition of one (1) Hospitality Pack (if requested)	\$ 1.00	n/a	5/15/2019

  

<b>Replacement of lost linens</b>	<b>Rate</b>	<b>Replacement Cost</b>	<b>Start Date</b>
- One (1) Single Flat Sheet	n/a	\$ 11.10	5/15/2019
- One (1) Single Fitted Sheet	n/a	\$ 15.12	5/15/2019
- One (1) Standard White Pillow Case	n/a	\$ 5.88	5/15/2019
- One (1) Bath Towel (27"x55")	n/a	\$ 10.72	5/15/2019
- One (1) Washcloth (13"x13")	n/a	\$ 3.58	5/15/2019
- One (1) Thermal Blanket	n/a	\$ 36.36	5/15/2019

  

<b>On-Demand or Emergency Cleaning</b>	<b>Terms Per Initial Agreement</b>	<b>Effective Date</b>
Chapter Room Cleaning (a.)	\$18 per hour per employee	3/1/2019
Special Events and Workshops (b.)	\$18 per hour per employee	3/1/2019
Conferences (c.)	\$9 per participant or bed	3/1/2019
Guest Apartments (d.)	\$18 per hour per employee	3/1/2019
Commencement Housing (e.)	\$18 per hour per employee	3/1/2019

  

<b>Space Additions/Deletions:</b>	<b>Cost Per Square Foot</b>	<b>Effective Date</b>
Academic Buildings	1.0314	3/1/2019
Administrative Buildings	1.157	3/1/2019
Athletics Buildings	2.103	3/1/2019
Residence Hall (RCL)	0.519	3/1/2019
Real Estate Foundation (REF)	0.486	3/1/2019

As of May 15, 2019