



501 Stockton Street ♦ P.O. Box 6885 ♦ Radford, VA. 24142

### CONTRACT RENEWAL LETTER

**Date:** March 25, 2024

**Contract Number:** RU21041

**Service:** Sci-Tech Carpet Cleaning

**Renewal Term:** 5/01/24 to 4/30/25 [Renewal No. 3 of 4]

**Issued by:** Radford University  
Kathryn Dicken, Contract Officer  
540-831-5090  
Email: [kdicken@radford.edu](mailto:kdicken@radford.edu)

**Contractor:** Sci-Tech Carpet Cleaning, Inc.  
740 Radford Street,  
Christiansburg, VA 24073  
Robert McCutcheon, Owner  
Phone: 540-537-3745  
Email: [scitechcarpets@gmail.com](mailto:scitechcarpets@gmail.com)

**Contract Administrator:** Trey Pratt, Director of Housekeeping Services  
Phone: 540-831-7800  
Email: [thpratt@radford.edu](mailto:thpratt@radford.edu)

#### Description of Renewal Notice:

In accordance with the renewal provision of the original contract all terms, conditions, and specifications of the original contract remain the same during the contract renewal period, along with any modifications that have been incorporated up until this point. The contract pricing has been adjusted based upon CPI increases as regulated by the Contract. The new pricing sheet is attached hereto and incorporated herein. Additionally, this renewal adjusts the start date of the contract to **May 1<sup>st</sup>** of each year hereafter to ensure continuity of coverage.

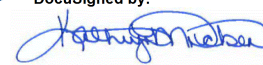
#### SCI-TECH CARPET CLEANING, INC.

DocuSigned by:  
By:   
AAE5F3376B094G3...  
(Signature)  
Name: Robert McCutcheon

Title: Owner

Date Signed: 4/3/2024 | 1:18 PM EDT

#### RADFORD UNIVERSITY

DocuSigned by:  
By:   
1340A55EA25B407...  
(Signature)  
Name: Kathryn M. Dicken, CUPO, VCCO

Title: Senior Procurement Officer

Date Signed: 4/3/2024 | 1:24 PM EDT

ATTACHMENT A - RU21041 - RENEWAL 3



740 Radford Street  
Christiansburg, VA 24073  
540-381-7847  
www.scitechcarpets.com

Radford University  
Attn: Kathryn "Kate" Dicken  
Senior Procurement Officer  
540-831-5090  
kdicken@radford.edu  
3/05/2024

Dear Kate,

I'm writing to let you know that our prices will be increasing per the Contract Number: RU21041 Contract Title: Supplemental Cleaning Services with effect from 1<sup>st</sup> May 2024. For you, this will mean an increase in billing starting with your May invoice. Our increase in wages and other services will be based on the CPI-U annual increase of 4.9%.

As you know, we value your business and have enjoyed working with you and achieved some great results along the way. Like any business though, our own operating costs do increase over time and with the minimum wage increase and cost of supplies and demand we have had to adjust our pricing to maintain the level of service we provide. This modest increase is necessary, so we wanted to communicate this to you in good time. We're confident that our prices remain competitive within our sector for the quality of the service that we provide and as always, we're focused on the results we provide to clients.

Attached is an updated pricing schedule with highlighted price changes as applicable.

Thanks again for your business, and please contact me if you have any questions about your new pricing.

Yours Sincerely,

Robert McCutcheon

Sci-Tech Services Inc. – 1<sup>st</sup> Submission with 4.9% price increase

The following are changes to the Pricing Schedule with additions to Services:

1. Apartment Carpet Cleaning Pricing:

- a. First carpeted area will be \$49.57.
- b. Each additional carpeted area will be \$33.04 within the same unit dwelling.
- c. An area to be defined as such:
  1. First-floor entrance way, living room, and hallway.
  2. Stairwell and associated landing area.
  3. Bedroom.
  4. If the dwelling only has one level or only has carpet on the second level, the first area cleaned as defined above shall be \$49.57 with each additional area cleaned as defined above to be \$33.04.
- d. Additional charge for heavily soiled carpet will be \$55.07 per unit dwelling.

## Apartment Cleaning Rates – Off Campus Housing

LINE ITEM	APARTMENT TYPE			RATE PER APARTMENT FOR THE SERVICES BELOW			
	BEDROOM(S)	BATH(S)	LAUNDRY	TOUCH UP APARTMENT CLEANING	TURNOVER APARTMENT CLEANING	POST REMODEL APARTMENT CLEANING	COVID APARTMENT CLEANING
1	1	1	NO	131.86	263.25	206.39	285.28
2	2	1	NO	140.46	280.92	223.59	302.95
3	2	1	YES	140.46	280.92	223.59	302.95
4	2	2	NO	154.73	309.58	252.25	331.61
5	3	1	NO	154.73	298.12	240.79	320.14
6	3	1.5	NO	157.66	315.32	257.99	337.35
7	3	1.5	YES	157.66	315.32	257.99	337.35
8	3	2	NO	163.39	326.78	269.46	348.81
9	3	2	YES	163.39	326.78	269.46	348.81
10	4	2	NO	171.99	343.99	286.65	366.02
11	4	2	YES	171.99	343.99	286.65	366.02
12	4	2.5	NO	180.60	361.17	303.85	383.20
13	4	2.5	YES	180.60	361.17	303.85	383.20
14	5	2	NO	180.60	361.17	303.85	383.20
15	5	2	YES	180.60	361.17	303.85	383.20
16	5	2.5	NO	189.20	378.39	321.05	400.41
17	5	2.5	YES	189.20	378.39	321.05	400.41
18	5	3	YES	189.20	389.85	332.51	411.88
19	OFF CAMPUS LAUNDRY UNITS TURN CLEAN PER UNIT			N/A	183.46	N/A	N/A

## Various Cleaning Services

SERVICE	UNIT OF MEASURE	RATE	UNIT OF MEASURE	RATE	UNIT OF MEASURE	RATE
CARPET CLEANING	SQUARE FOOT	\$0.39	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.51	N/A	N/A
RESILIENT FLOOR CLEANING	SQUARE FOOT	\$0.18	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.28	N/A	N/A
WOOD FLOOR CLEANING	SQUARE FOOT	\$0.57	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.68	N/A	N/A
WOOD FLOOR POLISHING	SQUARE FOOT	\$0.28	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.39	N/A	N/A
VCT TILE – CLEANING/ STRIPPING	SQUARE FOOT	\$0.57	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.68	N/A	N/A
VCT TILE – WAX	SQUARE FOOT – MINIMUM OF 4 COATS	\$0.12 PER COAT	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.23	N/A	N/A
TILE & GROUT CLEANING	SQUARE FOOT	\$0.86	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.97	N/A	N/A
TILE & GROUT SEALING	SQUARE FOOT	\$0.57	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.68	N/A	N/A
DORMS & ON CAMPUS JANITORIAL WORKER	HOURLY (REGULAR TIME)	\$28.64	HOURLY (WEEKEND/NIGHT)	\$39.65	HOURLY (EMERGENCY RATE)	\$50.67
DORMS & ON CAMPUS JANITORIAL CREW LEADER/ SUPERVISOR	HOURLY (REGULAR TIME)	\$34.14	HOURLY (WEEKEND/NIGHT)	\$45.16	HOURLY (EMERGENCY RATE)	\$57.28
UPHOLSTERY CLEANING	COUCH/SOFA PER UNIT	\$97.46	BENCH/LOVESEAT PER UNIT	\$80.26	DINING CHAIR OR SITTING CHAIR SMALL PER UNIT PER UNIT	\$17.20
UPHOLSTERY CLEANING	SECTIONAL SOFA PER UNIT	\$177.73	RECLINER PER UNIT	\$63.07	OVERSIZED CHAIR PER UNIT	\$45.86
UPHOLSTERY CLEANING	MATTRESS CLEANING	\$57.33	LARGE CHAIR	\$45.86	N/A	N/A

WATER EXTRACTION	HOURLY (REGULAR TIME)	\$103.19 FIRST HOUR \$68.79 PER ADDITIONAL HOUR	HOURLY (WEEKEND/NIGHT)	\$160.53 FIRST HOUR \$103.19 PER ADDITIONAL HOUR	HOURLY (EMERGENCY RATE)	\$160.53 FIRST HOUR \$103.19 PER ADDITIONAL HOUR
POST WATER EXTRACTION ANTIMICROBIAL TREATMENT	PER 200 SQUARE FEET	\$28.67	N/A	N/A	N/A	N/A
PRESSURE WASHING	HOURLY 3 HR. MINIMUM	\$114.67 1 <sup>st</sup> hour \$86.00 each additional hour	N/A	N/A	N/A	N/A
WINDOW WASHING	HOURLY 3 HR. MINIMUM	\$114.67 1 <sup>st</sup> hour \$74.53 each additional hour	N/A	N/A	N/A	N/A