



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

### CONTRACT RENEWAL LETTER

**Date:** April 12, 2022

**Contract Number:** RU21041

**Service:** Sci-Tech Carpet Cleaning

**Renewal Term:** 5/1/22 to 4/30/23 [Renewal No. 1 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  
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 as Attachment A.

#### Sci-Tech Carpet Cleaning, Inc.

DocuSigned by:  
  
By: AAE5F3376B894C3...  
(Signature)  
Name: Robert McCutcheon  
Title: Owner  
Date Signed: 4/12/2022 | 4:55 PM EDT

#### RADFORD UNIVERSITY

DocuSigned by:  
  
By: 1340A55EA25B407...  
(Signature)  
Name: Kathryn M. Dicken, VCCO  
Title: Senior Procurement Officer  
Date Signed: 4/12/2022 | 4:56 PM EDT

**RU21041 - RENEWAL 1 - CONTRACT RENEWAL/MODIFICATION  
ATTACHMENT A**



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

3/3/2022

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 2022. For you, this will mean an increase in billing starting with your May invoice. Our increase in wages will be based on the wage/benefit increase as required by law, which was greater than the CPI-U and the annual increase for other services will be based on the CPI-U annual increase of 4.1%.

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.

We also wanted to explore adding regular services that we have been performing throughout the current contract to the pricing sheet so that it may make it easier to have them completed and not be held up by waiting on requests for payment or approvals. These services have been performed on a regular basis or consistently requested and were not discussed or added to our original contract. We believe that adding them now will create a smoother service delivery in the future. These services include Covid Cleaning Off-Campus Apartments to Include the Patrick Henry Location, Breezeway Cleaning of off campus apartments during the summer turnover months not to include pressure washing, and Turnover Cleaning of off campus Laundry Rooms Attached or part of off campus housing buildings.

Attached is an updated pricing schedule with highlighted price changes and new services to be added into the current contract if 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. (2<sup>nd</sup> Submission with price changes)

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

1. Apartment Carpet Cleaning Pricing:

- a. First carpeted area will be \$45.00.
- b. Each additional carpeted area will be \$30.00 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 \$45.00 with each additional area cleaned as defined above to be \$30.00.
- d. Additional charge for heavily soiled carpet will be \$50.00 per unit dwelling.

**Apartment Cleaning Rates**

<b>LINE ITEM</b>	<b>APARTMENT TYPE</b>			<b>RATE PER APARTMENT FOR THE SERVICES BELOW</b>			
	<b>BEDROOM(S)</b>	<b>BATH(S)</b>	<b>LAUNDRY</b>	<b>TOUCH UP APARTMENT CLEANING</b>	<b>TURNOVER APARTEMENT CLEANING</b>	<b>POST REMODEL APARTMENT CLEANING</b>	<b>COVID APARTMENT CLEANING</b>
1	1	1	NO	\$119.72	\$239.00	\$187.38	\$259.00
2	2	1	NO	\$127.52	\$255.05	\$203.00	\$275.05
3	2	1	YES	\$127.52	\$255.05	\$203.00	\$275.05
4	2	2	NO	\$140.54	\$281.07	\$229.02	\$301.07
5	3	1	NO	\$140.54	\$270.66	\$218.61	\$290.66
6	3	1.5	NO	\$143.14	\$286.28	\$234.23	\$306.28
7	3	1.5	YES	\$143.14	\$286.28	\$234.23	\$306.28
8	3	2	NO	\$148.34	\$296.69	\$244.64	\$316.69
9	3	2	YES	\$148.34	\$296.69	\$244.64	\$316.69
10	4	2	NO	\$156.15	\$312.30	\$260.25	\$332.30
11	4	2	YES	\$156.15	\$312.30	\$260.25	\$332.30
12	4	2.5	NO	\$163.96	\$327.90	\$275.87	\$347.90
13	4	2.5	YES	\$163.96	\$327.92	\$275.87	\$347.92
14	5	2	NO	\$163.96	\$327.90	\$275.87	\$347.92
15	5	2	YES	\$163.96	\$327.90	\$275.87	\$347.92
16	5	2.5	NO	\$171.77	\$343.53	\$291.48	\$363.53
17	5	2.5	YES	\$171.77	\$343.53	\$291.48	\$363.53
18	5	3	YES	\$171.77	\$353.94	\$301.89	\$373.94

**Various Cleaning Services**

SERVICE	UNIT OF MEASURE	RATE	UNIT OF MEASURE	RATE	UNIT OF MEASURE	RATE
CARPET CLEANING	SQUARE FOOT	\$0.36	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.47	N/A	N/A
RESILIENT FOOR CLEANING	SQUARE FOOT	\$0.16	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.26	N/A	N/A
WOOD FLOOR CLEANING	SQUARE FOOT	\$0.52	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.62	N/A	N/A
WOOD FLOOR POLISHING	SQUARE FOOT	\$0.26	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.36	N/A	N/A
VCT TILE – CLEANING/ STRIPPING	SQUARE FOOT	\$0.52	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.62	N/A	N/A
VCT TILE – WAX	SQUARE FOOT – MINIMUM OF 4 COATS	\$0.10 PER COAT	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.21	N/A	N/A
TILE & GROUT CLEANING	SQUARE FOOT	\$0.78	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.88	N/A	N/A
TILE & GROUT SEALING	SQUARE FOOT	\$0.52	AFTER HOURS BETWEEN 501 PM – 759 AM	\$0.62	N/A	N/A
WORKER	HOURLY (REGULAR TIME)	\$26.00	HOURLY (WEEKEND/NIGHT)	\$36.00	HOURLY (EMERGENCY RATE)	\$46.00
CREW LEADER/ SUPERVISOR	HOURLY (REGULAR TIME)	\$31.00	HOURLY (WEEKEND/NIGHT)	\$41.00	HOURLY (EMERGENCY RATE)	\$52.00
UPHOLSTERY CLEANING	COUCH/SOFA PER UNIT	\$88.49	BENCH/LOVESEAT PER UNIT	\$72.87	DINING CHAIR OR SITTING CHAIR SMALL PER UNIT PER UNIT	\$15.62

UPHOLSTERY CLEANING	SECTIONAL SOFA PER UNIT	\$161.36	RECLINER PER UNIT	\$57.26	OVERSIZED CHAIR PER UNIT	\$41.64
UPHOLSTERY CLEANING	MATTRESS CLEANING	\$52.05	LARGE CHAIR	\$41.64	N/A	N/A
WATER EXTRACTION	HOURLY (REGULAR TIME)	\$93.69 FIRST HOUR \$62.46 PER ADDITIONAL HOUR	HOURLY (WEEKEND/NIGHT)	\$145.74 FIRST HOUR \$93.69 PER ADDITIONAL HOUR	HOURLY (EMERGENCY RATE)	\$145.74 FIRST HOUR \$93.69 PER ADDITIONAL HOUR
POST WATER EXTRACTION ANTIMICROBIAL TREATMENT	PER 200 SQUARE FEET	\$26.03	N/A	N/A	N/A	N/A
PRESSURE WASHING	HOURLY 3 HR. MINIMUM	\$104.10 1 <sup>st</sup> hour \$78.08 each additional hour	N/A	N/A	N/A	N/A
WINDOW WASHING	HOURLY 3 HR. MINIMUM	\$104.10 1 <sup>st</sup> hour \$67.67 each additional hour	N/A	N/A	N/A	N/A
BREEZEWAY APARTMENT BUILDING CLEANING	CARPETED PER FLOOR IN EACH BUILDING	\$75.00 per floor with a 3-floor minimum	NON-CARPETED PER FLOOR IN EACH BUILDING	\$75.00 per floor with a 3-floor minimum	N/A	N/A
OFF CAMPUS LAUNDRY UNITS	TURN CLEAN PER UNIT	\$166.56	N/A	N/A	N/A	N/A