



## CONTRACT EXTENSION / AMENDMENT

December 19, 2017

Troxell Communications, Inc.  
12620 FM 1960 W Ste A-4 #211  
League City, TX 77065

RE: Extension Agreement for Contract# 17-06DP-06 Furniture Products and Services

The above referenced contract is hereby mutually extended for an additional one (1) year period through January 16, 2019. This is the second year of a potential five year agreement. **Please indicate your desire to extend by completing the information below:**


- Our contract utilized firm-fixed pricing. We agree to hold the current prices until the next contract renewal date of 1/16/2019.
- Our contract utilized percentage off MSRP/Retail pricing. The current price lists/catalogs are still applicable and percent discounts remain the same until the next contract renewal date of 1/16/2019.
- We have provided new price lists/catalog for 1GPA's review. Please see the attached updates. (Note: Percentage Discounts should remain the same per contract terms and conditions.)
- We will provide new pricing for 1GPA's review no later than (Date): \_\_\_\_\_  
(Pricing will remain the same until reviewed and approved by 1GPA.)

### Acknowledgement of Contract Amendment(s):

**Administrative Fee:** Effective January 1, 2018 the administrative fee will be .01 (1%). Previously, the Administrative Fee was .00995 (.995%). This change has been implemented to simplify the invoicing and payment process requested by many vendor partners.

Please provide 1GPA a copy of your updated Certificate of Insurance with your signed Contract Extension. In addition, remember to send all purchase orders issued through your 1GPA Contract to 1GPA. If you have any questions or concerns, please feel free to contact Christy Knorr at 480-399-6366 or by email: [cknorr@1GPA.org](mailto:cknorr@1GPA.org).

Vendor Signature:  Date: 1/8/18  
Michael Fabio, VP of Finance

Authorization:  Date: 1/2/18  
Ken Carter, Executive Director

Authorization:  Date: 1/2/18  
John Knowlton, Deer Park ISD

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