



## CONTRACT EXTENSION #1

January 21, 2026

Email: [briantrue@virco.com](mailto:briantrue@virco.com)

Virco, Inc  
Brian True  
2027 Harpers Way  
Torrance, California 90501

Re: Contract Extension #1  
Contract #R-TC-18004  
Educational, Classroom, Miscellaneous Support Furniture and Related Products and Services

Dear Brian True:

This is to advise you that Prince William County Public Schools desires to extend the above referenced contract for six (6) months, January 1, 2027 through June 30, 2027, or until new contract(s) have been awarded, whichever comes first. The current contract expires on December 31, 2026.

Please advise me if you desire to extend the contract and prices in accordance with the terms of the contract by signing and returning this **Contract Extension** form no later than January 30, 2026.

If you have any questions on this matter, please contact me my phone at 703-791-8741 or via email at [hallbm@pwcs.edu](mailto:hallbm@pwcs.edu).

Sincerely,

Brian M. Hall, VCO, VCA  
Coordinator, Procurement

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### Acceptance Agreement

It is mutually agreed that the above-mentioned contract shall be extended for a six (6) month period, January 1, 2027 through June 30, 2027, or until new contract(s) have been awarded, whichever comes first, and all terms and conditions in the existing contract and modifications shall remain the same.

Contractor:   
Legally Authorized Signature

Patricia L. Quinones, Chief Administrative Officer

Contractor Printed Name

Date: January 21, 2026

Procurement:   
Authorized Signature

Colleen Keener, NIGP-CPP, CPPB, CPCP, VCO, VCA  
Supervisor of Procurement

Jan 22, 2026

Date: \_\_\_\_\_

PROCUREMENT OFFICE