



CONTRACT RENEWAL LETTER

Date: March 25, 2022

Contract #: UCPJMU6005

Service: Voluntary Employee Benefits

Renewal Period: 4/5/2022 to 4/4/2023

Renewal #: 1 of 7 One-Yr

Issued By: James Madison University
 Dana Simmers, Buyer Senior Ph: 540-568-5113
 Fax: 540-568-7935

Contractor: Financial Integrity Resources Management (FIRM)
 Attn: Philip Harris
 300 E Lombard Street, Suite 840
 Baltimore, MD 21202 Ph: 410-463-9466

Contract Administrator: Julie Byers, Human Resources

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 will remain the same.

All invoices shall be submitted within sixty days of contract renewal term expiration as well as for each subsequent contract renewal period. Any invoices submitted after the sixty day period will not be processed for payment.

Return one executed renewal notice to my attention within ten days.

Financial Integrity Resources Management

(FIRM)

By: 

 Philip Harris

Name (print)

President & CEO 3/31/2022

Title Date Signed

James Madison University

By: 

 Dana Simmers, CUPO

Name (print)

Buyer Senior 3/28/22

Title Date Signed