

August 17, 2009

BB&T Insurance Services t/a BB&T Chaney Thomas  
305 First St SW #200  
Roanoke VA 24007

RE: Contract #:2453586JH:  
Renewal No.: one (1)  
Modification No.: one (1)  
Current Purchase Order: EP 327128

Dear Sara Zook:

Your firm's contract with Virginia Commonwealth University (VCU) for full excess coverage , athletic injury insurance expires 7/31/09. VCU intends to exercise the renewal of this contract in accordance with:

- Section X., item J. of Contract #: 2453586JH;

**With the following modifications:**

- The Administrative fee is increased to \$22,500;
- The Aggregate Deductible rate is increased to \$190,000;
- Plan of Benefits are changed for the following:  
Accidental Death & Dismemberment Principal Sum is now \$5,000.00  
Accidental Death & Dismemberment Aggregate Sum is now \$1,000,000.00;
- Renewal terms for changes in the administrative fee charged to VCU to be based on a percentage of the anticipated claim base for the renewal period. That percentage shall be 7.3% of the anticipated claim base for the renewal period of 2009-2010 and 7.5% for all future renewal periods; and

- The "Retention Rate" shall be defined as the administrative fee charged by the claims underwriter, AG Administrators, and the agency fee of \$7500 charged by the Contractor.

Your signature constitutes your firm's acceptance of this renewal with modifications to include the optional use language and the eVA registration requirement provisions below.

Services shall be provided in accordance with the contract for the renewal period: 8/1/09 through 7/31/10.

- Premium pricing remains the same as the previous contract period.
- Attached is the revised pricing in accordance with the contract terms.

Please return this document to me no later than 8/21/09. Your response may be faxed to me at (804) 828-7837. If you have any questions, please contact me at (804) 628-2878.

Sincerely,

John Hornback  
Buyer specialist

**RESPONSE:**

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Name of Firm

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Signature

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Name Printed  
Source: Lowther

Revised: 08/17/2009

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Title

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Date