

## James Russell

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**From:** Bryan Koons <bkoons@hbp.com>  
**Sent:** Monday, October 28, 2024 10:13 AM  
**To:** James Russell  
**Subject:** Re: Contract Renewal

**Caution:** This email did not originate from George Mason's mail system. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi James,

We agree to extend the contract, did you not receive my previous email?

Thanks,

Bryan Koons  
Senior Account Executive  
HBP, Inc  
703-639-7008

On Oct 28, 2024, at 9:55 AM, James Russell <jrussell@gmu.edu> wrote:

You don't often get email from jrussell@gmu.edu. [Learn why this is important](#)

Hello:

Our current contract, GMU-JR0815-23, will expire on 10/31/24. At this time we would like to renew the contract for another one year period under the current terms, conditions and pricing. If you are in agreement simply respond in the affirmative. No further paperwork will be required.

Thank you.

James F. Russell  
Purchasing Director