



## COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

May 24, 2016

Vend Pro  
2030 Century Center Blvd.  
Irving, Texas 75062

**Re:** Contract Name: Services: Vending, IFB 2015-150  
Contract Start Date: October 1, 2015  
Agreement Renewal Period: October 1, 2016 thru September 30, 2017, (1 of 2)

Dear Mr. Jenkins:

The aforementioned contract between Collin County and your company will expire on September 30, 2016. The Collin County Purchasing Department is requesting that your company extend this contract for an additional 12 month period to include terms, conditions and pricing set forth in the original bid award.

If you are interested in extending the current contract, please complete the form below and return by May 2, 2016. If you desire to extend this contract, we will also need an updated insurance certificate.

Should you have any questions, please feel free to contact me at [judydavis@co.collin.tx.us](mailto:judydavis@co.collin.tx.us).

Sincerely,

Judy Davis  
Buyer II

Please check one:

Yes ☒ I agree to extend the contract with Collin County at the prices established in the original solicitation.  
No ☐ I cannot extend the contract.

Signature:

Print Name & Title:

Kenneth Jenkins, President

Date:

5/25/16

If your address has changed from above please state new address below:

Street Address:

City, State, Zip Code: