



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

June 6, 2016

Civil Consulting Group, PLLC
1515 Heritage Drive
Suite 212
McKinney, TX 75069

Re: Contract Name: Professional Services, General Civil Engineering for County Buildings and Property
Contract Number: SOQ No. 2016-080
Contract Start Date: March 21, 2016
Agreement Renewal Period: October 1, 2016 through September 30, 2017 (Renewal 1 of 2)

Dear Mr. Castilla:

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 award.

If you are interested in extending the current contract, please complete the form below and return by **June 13, 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 jgriffin@co.collin.tx.us

Sincerely,
J. D. Griffin, CPPB
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: Trevor L. Castilla, President
Date: June 6, 2016

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

Street Address: _____
City, State, Zip Code: _____