



# COLLIN COUNTY

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

June 27, 2016

**Michelle Warmbrodt**  
PO Box 2106  
Allen, Texas 75013

Re: Contract Name: Professional Services; Law Library Forms Review, 2015-074  
Contract Start Date: February 12, 2015  
Agreement Renewal Period: October 1, 2016 through March 31, 2017

Dear Ms. Michelle Warmbrodt:

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 6 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 July 6, 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 [gosinaike@co.collin.tx.us](mailto:gosinaike@co.collin.tx.us)

Sincerely,

Geri Osinaike  
Senior Buyer

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: Ann Michelle Warmbrodt  
Print Name & Title: Ann Michelle Warmbrodt  
Date: 8/6/16

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

Street Address: 6437 Teabridge Dr.  
City, State, Zip Code: Plano, TX 75074