



COLLIN COUNTY

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

June 28, 2018

SHI Government Solutions, Inc.
1301 S. Mo-Pac Expwy, Ste 375
Austin, TX 78746

Re:	Agreement Name:	IFB 2017-255 Supplies: OEM Toner Cartridges for Laser, Inkjet and MICR Printers
	Agreement Start Date:	February 5, 2018
	Requested Renewal Period	October 1, 2018 – September 30, 2019

Dear Mr. Freedman,

The aforementioned agreement between Collin County and your company will expire on September 30, 2018. The Collin County Purchasing Department is requesting that your company extend this agreement for an additional one (1) year period to include terms, conditions and pricing set forth in the original quote award.

If you are interested in extending the current agreement, please complete the form below and return at your earliest convenience.

Should you have any questions, please feel free to contact me at lhiggins@collincountytx.gov.

Sincerely,

Lauren Higgins, 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: *Kristina Mann*

Print Name & Title: Kristina Mann, Senior Contract Specialist

Date: 7/12/18

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

Street Address: _____

City, State, Zip Code: _____