



COLLIN COUNTY

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

May 20, 2019

Halff Associates, Inc.
1201 N. Bowser Road
Richardson, TX 75081

Re: Contract Name: Professional Services, Surveying
Contract Number: RFQ 2017-257
Contract Start Date: October 9, 2017
Agreement Renewal Period: October 1, 2019 through September 30, 2020 (Renewal 2 of 2)

Dear Mr. Shafer:

The aforementioned contract between Collin County and your company will expire on **September 30, 2019**. The Collin County Purchasing Department is requesting that your company renew 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 renewing the contract, please complete the form below and return by **May 22, 2019**. If you desire to renew 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 renew the contract with Collin County at the prices established in the original solicitation.
No ☐ I cannot renew the contract.

Signature:

Print Name & Title:

Date:

Andrew J. Shafer
ANDREW J. SHAFER, Survey Department Manager
MAY 21, 2019

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

Street Address:

City, State, Zip Code: