



# COLLIN COUNTY

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

[5/15/2019]

**Ben E. Keith**  
7650 Will Rogers Blvd  
Fort Worth, TX 76140

Re: Contract Name: **Food Supplies and Service for Jail Operations**  
Contract Start Date: **7/23/2018**  
Agreement Renewal Period: **7/01/2019 – 6/30/2020 (renewal 1 of 2)**

Dear Ms. McCammack:

The aforementioned contract between Collin County and your company will expire on **6/30/2019**. 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 **5/20/2019**. 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 [kgardner@co.collin.tx.us](mailto:kgardner@co.collin.tx.us)

Sincerely,

**Kenny Gardner**  
Collin County Purchasing Department  
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:

Date:

Rebecca L. McCammack  
Rebecca L. McCammack, Distributor Sales Representative  
5-17-19

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

Street Address:

City, State, Zip Code: