



COLLIN COUNTY

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

September 12, 2018

Cesco, Inc.
11969 Plano Road, Suite 130
Dallas, TX 75243

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, Renewal 1 of 2

Dear Mr. Schultz,

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 by September 14, 2018.

Should you have any questions, please feel free to contact me at jgriffin@co.collin.tx.us.

Sincerely,

J. D. Griffin, 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:

X

JEFF BRYANT VICE PRESIDENT

9/24/18

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

Street Address:

City, State, Zip Code: