



COLLIN COUNTY

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

April 24, 2019

Pattillo, Brown, & Hill, L.L.P.
401 West Highway 6
Waco, Texas 76710

Re: Contract Name: Services, Professional Audit
Contract Start Date: October 1, 2016
Agreement Renewal Period: October 1, 2019 – September 30, 2020 (renewal 1 of 2)

Dear Mr. Pruitt:

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 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 **Monday, April 29, 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 cwilkerson@co.collin.tx.us.

Sincerely,

Courtney Wilkerson
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:

Print Name & Title:

Date:

Chris Pruitt

Chris Pruitt, Audit Partner

4/25/19

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

Street Address:

N/A

City, State, Zip Code: