



**COLLIN COUNTY**

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

10/30/2020

**Concord Commercial Services Inc.**  
11400 Long Street  
Balch Springs, TX 75180

**Re: Contract Name: IFB 2019-380 Plumbing Contractor Services**  
**Contract Start Date: 01/06/2020**  
**Agreement Renewal Period: 01/07/2021– 01/06/2022 (renewal 1 of 1)**

Dear Mr. Alan Greenwood:

The aforementioned contract between Collin County and your company will expire on **01/06/2021**. 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 bid award.

If you are interested in renewing the current contract, please complete the form below and return by **Friday 11/06/20**. 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 [halley@co.collin.tx.us](mailto:halley@co.collin.tx.us)

Sincerely,

**Hunter Alley**  
**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: *Alan Greenwood as Pres*  
Print Name & Title: Alan Greenwood, President  
Date: 10-30-2020

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

Street Address: \_\_\_\_\_

City, State, Zip Code: \_\_\_\_\_