



# COLLIN COUNTY

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

February 10, 2021

Howroyd-Wright Employment Agency, Inc.  
DBA AppleOne Employment Services  
327 W Broadway  
Glendale, CA 91204

<b>Re:</b>	<b>Contract Name:</b>	Temporary Personnel Services
	<b>Contract Start Date:</b>	7/13/2020
	<b>Agreement Renewal Period</b>	4/1/2021 – 3/31/2022 (renewal 1 of 3)

Dear Carlton Bryant:

The aforementioned contract between Collin County and your company will expire on **3/31/2021**. 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 to include any previously executed amendments/change orders.

If you are interested in renewing the current contract, please complete the form below and return by **2/17/2021**. 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 [gzimmel@collincountytx.gov](mailto:gzimmer@collincountytx.gov).


Sincerely,

Gina Zimmer  
Buyer II

Please check one:

Yes  I agree to renew the contract with Collin County at the prices established in the original solicitation to include any previously executed amendments/change orders.

No  I cannot renew the contract.

Signature: 

Print Name & Title: Rick H. Hagmann- Vice President- Operations & Client Services

Date: 02/16/2021

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

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

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