



COLLIN COUNTY

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

June 17, 2021

Halff Associates, Inc.
1201 North Bowser Rd.
Richardson, TX 75081

Re: Contract Name: Professional Services, Surveying
Contract Number: RFQ 2020-228
Contract Start Date: October 1, 2020
Agreement Renewal Period: October 1, 2021 through September 30, 2022 (Renewal 1 of 2)

Dear Mr. Shafer:

The aforementioned contract between Collin County and your company will expire on **September 30, 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 award to include any previously executed amendments/change orders.

If you are interested in renewing the contract, please complete the form below and return by **June 22, 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 jgriffin@co.collin.tx.us

Sincerely,
J. D. Griffin, CPPB
Senior Buyer

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:

Date:

Andrew J. Shafer

ANDREW J. SHAFER, Authorized Agent

June 18, 2021

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

Street Address:

City, State, Zip Code: