



# COLLIN COUNTY

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

May 5, 2022

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

Re:	Contract Name:	Professional Services, Surveying
	Contract Number:	2020-228
	Contract Start Date:	October 1, 2020
	Agreement Renewal Period	October 1, 2022 through September 30, 2023 (Renewal 2 of 2)

Dear Mr. Shafer :

The aforementioned contract between Collin County and your company will expire on **September 30, 2022**. 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 contract 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 **May 13, 2022** 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](mailto: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.

If no, please state reason: \_\_\_\_\_

Signature: Andrew J. Shafer

Print Name: ANDREW J. SHAFER, Authorized Agent

Title: QA/QC MANAGER

Date: MAY 11, 2022

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HISTORICAL INFORMATION

Awarded by Court Order No. 2020-709-08-10

Renewal No. 1 Court Order No. 2021-675-07-12  
Renewal No. 2 Court Order No. \_\_\_\_\_