



COLLIN COUNTY

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

MEMO

TO: Michelle Charnoski, NIGP-CPP, CPPB
Purchasing Agent

FROM: Marci Chrismon *mcc*
Assistant Purchasing Agent

DATE: July 11, 2022

RE: Updated Letter of Engagement for Legal Services

Requesting Commissioners Court consideration and any action granting an exemption from the bid process per V.T.C.A. Local Government Code 262.024 for Legal Services and to approve the updated Letter of Engagement for Agreement #02395-09 Legal Services.

The original Letter of Engagement was approved by the Court Order no. 2005-076-01-25. The firm is requesting an update to the hourly fees for legal services for partners, associate attorneys, and paralegals. The new letter of engagement will also be under the most current partnership name of Matthews, Shiels, Knott, Eden, Davis & Beanland, L.L.P. The new rates will go into effect once the updated letter of engagement is accepted by the Collin County Commissioners Court.

Please let me know if you have any questions.