



COLLIN COUNTY

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

08/03/2022

Houk Air Conditioning, Inc.
833 111th Street
Arlington, TX 76011

Re:	Contract Name:	2021-244 HVAC Maintenance and Repairs
	Contract Start Date:	10/18/2021
	Agreement Renewal Period	10/01/2022 – 9/30/2023 (Renewal 1 of 4)

Dear Mr. Aaron Eldredge:

The aforementioned contract between Collin County and your company will expire on **09/30/2022**. 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 **08/12/2022**. 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 shayes@co.collin.tx.us.

Sincerely,



Susan Hayes
 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.

If no, please state reason: _____

Signature:
 Print Name
 Title:
 Date:



 NATAALIE HAMOUS

 BUSINESS DEVELOPMENT MANAGER

 8-19-22

HISTORICAL INFORMATION

Awarded by Court Order No. 2021-1025-10-18

Renewal No. <u>1</u>	Court Order No. _____
Renewal No. _____	Court Order No. _____
Renewal No. _____	Court Order No. _____
Renewal No. _____	Court Order No. _____
Renewal No. _____	Court Order No. _____

Change Order No. _____	Court Order No. _____	Summary _____
Change Order No. _____	Court Order No. _____	Summary _____

Amendment No. _____	Court Order No. _____	Summary _____
Amendment No. _____	Court Order No. _____	Summary _____