



COLLIN COUNTY

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

February 6, 2023

Garratt-Callahan Company
50 Ingold Road
Burlingame, CA 94010

Re: Contract Name: 2020-429, Chilled Water Testing Services, Equipment, & Supplies
Contract Start Date: 05/02/2022
Agreement Renewal Period: 05/02/2023 – 05/01/2024 (Renewal 1 of 3)


Dear **Mr. White:**

The aforementioned contract between Collin County and your company **will expire on May 1, 2023**. 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 and 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 5:00pm on Friday, February 17, 2023**. 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: Evan White
Print Name: Evan white
Title: Territory Manager
Date: 2/15/2023

HISTORICAL INFORMATION

Awarded by Court Order No. 2022-400-05-02

Renewal No. 1 Court Order No. _____
Renewal No. _____ Court Order No. _____
Renewal No. _____ Court Order No. _____