



COLLIN COUNTY

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

February 2, 2024

Jayden Graphics, Inc.
2705 Katie Trail
Melissa, TX 75454

Re: Contract Name: **2023-073, Elections Specialized Printing**
Contract Start Date: **04/17/2023**
Agreement Renewal Period: **04/17/2024 – 04/16/2025 (Renewal 1 of 4)**

Dear Mr. Martin:

The aforementioned contract between Collin County and your company will expire on **April 16, 2024**. 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 February 16, 2024**. 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: _____ *C. Martin*

Print Name: _____ **Craig Martin**

Title: _____ **President of Sales**

Date: _____ **February 2, 2024**

HISTORICAL INFORMATION

Awarded by Court Order No. 2023-309-04-17

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 _____