



# COLLIN COUNTY

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

February 2, 2024

Garratt-Callahan Company  
50 Ingold Road  
Burlingame, CA 94010

Re:	Contract Name:	<b>2020-429, Chilled Water Testing Services, Equipment, &amp; Repairs</b>
	Contract Start Date:	<b>05/02/2022</b>
	Agreement Renewal Period	<b>05/02/2024 – 05/01/2025 (Renewal 2 of 3)</b>

Dear Mr. White:

The aforementioned contract between Collin County and your company will expire on **May 1, 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](mailto: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**

Digitally signed by Evan White  
Date: 2024.02.15 11:27:45 -06'00'

Print Name

Evan White

Title:

Territory Manager

Date:

2/15/24

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HISTORICAL INFORMATION

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

Renewal No. 1 Court Order No. 2023-175-03-06

Renewal No. 2 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 \_\_\_\_\_

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