



COLLIN COUNTY

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

July 2, 2024

Halff Associates, Inc.
1201 North Bowser Rd.
Richardson, TX 75081

Re: Contract Name: RFQ 2023-240, Professional Services, Surveying

Contract Start Date: Oct. 1, 2023

Agreement Renewal Period: Oct. 1, 2024 – Sept. 30, 2025 (renewal 1 of 4)

Dear Mr. Andrew Shafer:

The aforementioned contract between Collin County and your company will expire on **September 30, 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 **Monday, July 8, 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 rding@co.collin.t.us.

Sincerely,

Ruyue Ding
Senior Buyer

Please check one:

- Yes I agree to renew the contract with Collin County at the prices/fees established in the original solicitation to include any previously executed amendments.
- No I cannot renew the contract.

If no, please state reason: _____

Signature: _____

Print Name _____

Title: _____

Date: _____

Andrew J. Shafer

ANDREW J. SHAFER

Authorized Signatory, QAQC Manager

July 3rd, 2024