



23 Aug 2024

Sandeep Kathuria  
Director of Construction and Planning  
Collin County

RE: Extension of Project Management Services

Dear Sandeep:

Congratulations on your selection as the new Director of Project Management Services for Collin County. We enjoyed working with Bill and look forward to continued service to Collin County.

Thank you for the opportunity to continue our project management services to Collin County. As the Medical Examiner and Garage projects are now entering the construction phase, and the addition of the Healthcare Facility to our scope, I've had a chance to review our contract and proposed services.

As requested, we respectfully submit this proposal for additional services resulting from an extension in the project schedule. As an addendum to our Professional Services Agreement, the following is proposed.

Current Agreement:

\$19,000/month during design and permitting, December 2022 – November 2023

\$50,000/month during bidding/construction, December 2023 – May 2025

Proposed Addendum:

\$19,000/month during design and permitting, December 2022 – March 2024

\$50,000/month during bidding/construction, April 2024 – June 2024

\$47,000/month during construction, July 2024 – May 2026

\$15,000/month during occupancy and move in, June 2026 – July 2026

As a result, the contract/purchase order amount would be increased by \$437,000 and the term of the contract as stipulated in paragraph 4.1 shall be extended to July 31, 2026.

The total contract value is therefore a not-to-exceed amount of \$1,598,300 through July 2026.

All scope of services remains as described in our original contract.

Please let me know if anything further is required to continue this engagement. Thank you again for your consideration and trust in our team; we look forward to our continued service to Collin County.

Respectfully,

A handwritten signature in black ink, appearing to read "Mark Leemaster", with a long horizontal line extending to the right.

Mark Leemaster  
Region Vice President

cc: Kristina Jones