

# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

January 22, 2025

The Brandt Companies, LLC  
1728 Briercroft Court  
Carrollton, TX 75006

Re: Contract Name: **2024-274 Large Project HVAC Commercial Plumbing  
& Emergency Repairs**  
Contract Start Date: **04/01/2024**  
Agreement Renewal Period: **4/01/2025 – 03/31/2026 (Renewal 1 of 2)**


Dear Mr. Thompkins:

The aforementioned contract between Collin County and your company will expire on **03/31/2025**. The Collin County Purchasing Department is requesting that your company renew this contract for an additional 12 month period to include the same terms, conditions and pricing set forth in the original contract award through the BuyBoard Cooperative Contract, No. 733-24, 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 **Friday, 01/31/2025**. 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: \_\_\_\_\_

Print Name

  
Craig Hawkins

Title:

Sr. Vice President MEP Operations

Date:

January 23, 2025

## HISTORICAL INFORMATION

Awarded by Court Order No. 2024-350-04-01

Renewal No. 1

Court Order No. \_\_\_\_\_

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

Court Order No. \_\_\_\_\_