



COLLIN COUNTY

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

January 13, 2025

Offen Petroleum, LLC
325 East Forest Avenue
Sherman, TX 75090

Re: Contract Name: IFB 2024-202, Lubricants, Oils and Miscellaneous
Contract Start Date: 06/03/2024
Agreement Renewal Period: 06/03/2025-06/02/2026 (renewal 1 of 2)

Dear Mr. Jones,

The aforementioned contract between Collin County and your company will expire on **June 3, 2025**. 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 **January 27, 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 shaynes@co.collin.tx.us.

Sincerely,

Sarah Haynes
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 _____

Title: _____

Date: _____

Sarah Haynes
SARAH HAYNES
Manager of Warehouse Operations
1/13/2025

HISTORICAL INFORMATION

Awarded by Court Order No. 2024-519-06-03

Renewal No. 1

Court Order No. _____

Renewal No. 2

Court Order No. _____