



# COLLIN COUNTY

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

April 8, 2025

Baker Distributing Company LLC  
2665 S. Bayshore Drive  
Suite 901  
Coconut Grove, FL 33133

Re: Contract Name: **2024-304, HVAC/Refrigeration Parts and Supplies**  
Contract Start Date: **06/17/2024**  
Agreement Renewal Period: **06/17/2025 – 06/16/2026 (Renewal 1 of 1)**


Dear Mr. White:

The aforementioned contract between Collin County and your company will expire on **06/16/2025**. 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 as set forth in the original contract award between Baker Distributing Company LLC and BuyBoard, Cooperative Contract No. 720-23, to include any previously executed amendments/change orders.

If you are interested in renewing the current contract, please complete the form below and return **04/17/2025**.

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

Gary White

Title:

Territory Manager

Date:

4/15/2025

## HISTORICAL INFORMATION

Awarded by Court Order No. 2024-540-06-17

Renewal No. 1 Court Order No. \_\_\_\_\_