



# COLLIN COUNTY

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

July 1, 2025

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

Re: Contract Name: RFQ 2023-240, Professional Services, Surveying  
Contract Start Date: Oct. 1, 2023  
Agreement Renewal Period: Oct. 1 2025 – Sept. 30, 2026 (renewal 2 of 4)

Dear **Andrew Shafer**:

The aforementioned contract between Collin County and your company will expire on **September 30, 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 **July 9, 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 [curogers@co.collin.tx.us](mailto:curogers@co.collin.tx.us)

Sincerely,

Cory Rogers  
Senior Buyer

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:

Andrew J. Shafer  
ANDREW J. SHAFER  
V.P. QC MANAGER  
July 7, 2025

HISTORICAL INFORMATION

Awarded by Court Order No. 2023-873-09-25

Renewal No. <u>1</u>	Court Order No. 2024-663-07-22
Renewal No. <u>2</u>	Court Order No. _____
Renewal No. _____	Court Order No. _____

Change Order No. _____	Court Order No. _____	Summary _____
Change Order No. _____	Court Order No. _____	Summary _____
Amendment No. _____	Court Order No. _____	Summary _____
Amendment No. _____	Court Order No. _____	Summary _____