



COLLIN COUNTY

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

September 12, 2025

James, Amber N
11303 County Road 562
Princeton, TX 75407

Re: Contract Name:

**Personal Services Agreement:
Sister Grove Park Maintenance:
Amber James**

Contract Start Date:
Agreement Renewal Period

**October 1, 2024
October 1, 2025 – September 30, 2026 (renewal 1)**

Dear Amber James:

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 **Monday, September 15th**. 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 ctorres@co.county.tx.us.

Sincerely,

**Christina Torres
Buyer Assistant**

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:



Amber James

Mrs

9/15/2025

HISTORICAL INFORMATION

Awarded by Court Order No. 2024-907-09-16

Renewal No. 1 Court Order No. _____