



COLLIN COUNTY

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

July 20, 2026

James, Amber N

Re: Contract Name:

**Contract No. 2024-420 Personal Services Agreement,
Sister Grove Park Maintenance:**

Contract Start Date:
Agreement Renewal Period

**Amber James
October 1, 2024
October 1, 2026 –September 30, 2027 (renewal 2 of 4)**

Dear Amber James:

The aforementioned contract between Collin County and your company will expire on **September 30, 2026**. 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 **Friday, July 24, 2026 with your completed Form 1295 with TEC**. 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

Amber N James

Title:

Mrs.

Date:

08/01/2026

HISTORICAL INFORMATION

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

Renewal No. 1 Court Order No. **2025-1153-10-20**

Renewal No. 2 Court Order No. 2026-920-08-24