

December 20, 2018

Subject: Contract Renewal for 15/023JN for Tree Trimming, Landscaping, Debris Removal & Other Related Services for Harris Department of Education (HCDE)/Choice Partners Cooperative

Dear CP Vendor Partner:

Your contract with Choice Partners (CP), a division of Harris County Department of Education (HCDE) is scheduled to expire **April 20, 2019**. This contract has one (1) one-year annual renewal options remaining before final expiration. Choice Partners values this contract and is exercising the option to extend this contract for one year beginning **April 21, 2019**.

If you agree to renew this contract, please complete, sign and attach this letter under the "Response Attachments" section of the Choice Partners eBid System at <http://www.choicepartners.org/vendor-login.php> by **January 21, 2019 at 2:00 p.m. central time**.

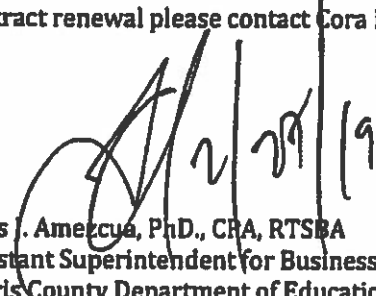
In addition, provide any updated pricing and/or discounts for your contract and attach a current copy of your certificate of insurance (if applicable) and any forms that may have changed since the original proposal was submitted.

If you have any questions or concerns, or need to discuss this contract renewal please contact Cora Day at 713-696-8208 or e-mail to cora@choicepartners.org.


Sincerely,



Jeff Drury, Director
Choice Partners
A division of Harris County Department of Education


Jesus J. Amezcua, PhD., CRA, RTSBA
Assistant Superintendent for Business Services
Harris County Department of Education

The individual signing below has authority to enter into this agreement on behalf of the Vendor.

Corporate Name:	The F.A. Bartlett Tree Expert Company
Authorized Signature:	
Print Name:	Matthew Farin
Title:	Vice President
Date:	1/11/2019
Address:	2117 Lou Ellen Ln.
City, State, Zip Code:	Houston, TX 77018
Phone:	713-692-6371
Email Address:	gbasler@bartlett.com

