



# COLLIN COUNTY

OFFICE OF THE SHERIFF  
4300 Community Avenue  
McKinney, TX 75071

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## MEMORANDUM

DATE: June 26, 2012

TO: Sheriff Terry G. Box  
Chief Rick Allen

FROM: Major Chuck Ruckel *CR*

RE: Vehicle Lease/Rental Change Order

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The attached Agenda Request is done at the request of Purchasing for a Change Order for IFB No. 06271-10 – Vehicle Lease/Rental for the Collin County Special Operations Unit. This is for an extension of contract for a one (1) year period from October 1, 2012 through September 30, 2013. There is no increase in cost.

CR/th

*OK/*  
*6-26-12*