



# COLLIN COUNTY

Office of the County Purchasing Agent  
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(972) 548-4165  
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DATE: April 16, 2018  
TO: Judge Keith Self  
FROM: Caren Skipworth, CIO  
Michalyn Rains, Purchasing Agent *ms*  
SUBJECT: Prior Approval – discretionary exemption to bid process for goods and services required to assist IT with network and systems restoration

This memo is to respectfully request the judge's prior approval for an exemption to the bid process per VTCA LGC 262.024 (a)(2) "an item necessary to preserve or protect the public health or safety of the residents of the county", and VTCA LGC 262.024 (a)(3) "an item necessary because of unforeseen damage to public property."

IT currently has a balance of \$90,000 in their Telecommunications consulting line item and all expenditures will be tracked using project code DS1801. Purchasing will utilize cooperative contracts when possible.

At such time that expenditures will exceed \$90,000 currently budgeted you will be notified.

If you have any questions, please contact me at ext. 4111.

Thank you for your consideration.

*Keith Self*  
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Judge Keith Self