



COLLIN COUNTY

Andrea Stroh Thompson
District Clerk
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Date: February 7, 2012
Subject: Mobile Storage for District Clerks Office
To: Commissioners Court
From: Andrea Stroh Thompson
District Clerk

The District Clerk's Office is requesting that two separate mobile storage units be purchased for placement in the basement of the District Courthouse which will alleviate our current file storage space shortage. This request needs to be handled expeditiously in order to eliminate the significant rental cost for storage crates and to clear out of space designated for the County Clerk's office prior to their move in the summer 2012. We also understand that the County Clerk's office is in the early process of purchasing mobile storage units and would like to be included in this procurement process in the hopes it will help to lower the bids.