



COLLIN COUNTY

Budget & Finance
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To: Commissioners' Court
Collin County

From: Monika Arris
Budget and Finance Director

Date: May 2, 2016

Re: Change Order No. 1, IFB 2015-344, Supplies, OEM Toner Cartridges for Laser and Inkjet Printers

Request Commissioners' Court approval of Change Order No. 1 regarding contract with Staples to add line items to their awarded contract per attached documentation.