



COLLIN COUNTY

Office of the Purchasing Agent
2300 Bloomdale Road
Suite 3160
McKinney, Texas 75071
www.collincountytx.gov

May 2, 2017

Red the Uniform Talor
475 Oberlin Avenue South #2
Lakewood, NJ 08701

RE: Award of IFB 2017-175, Uniforms, Honor Guard

Dear: Mr. Klein

Collin County has awarded the above referenced solicitation to your company per Court Order No. It is understood all terms, conditions and prices will be held firm as per your response to the solicitation. This is an annual contract for the purchase of Uniforms: Honor Guard for the County. The contract term begins on the date of the award and continuing through and including September 30, 2017. The County will have the right and option to extend the term of the contract for three (3) additional one (1) year periods upon the same terms and conditions. In no event shall the term plus renewal exceed four (4) years. The County will also have the right and option to terminate the contract upon thirty (30) days written notice.

This is a notification only, purchase orders will be issued on an as needed basis. The delivery address for orders will be printed on each purchase order issued.

Per Article 3.0 of the specifications, please submit your insurance certificate indicating the required coverage with ten (10) days.

A purchase order is required for all products or services ordered. Do not deliver any products or perform any services without a purchase order.

Invoices should be e-mailed to the Collin County Auditor's office at accountspayable@collincountytx.gov and to the department contact, Randy Clark, at rclark@co.collin.tx.us. Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge receipt of this letter, as indicated below, and e-mail it to Geri Osinaike at gosinaike@co.collin.tx.us.

NAME

DATE

SIGNATURE

TITLE

Thank you for your interest in serving our needs. We look forward to a successful business relationship. If you have any further questions, please contact me at 972-548-4107.

Sincerely,

Geri Osinaike
Senior Buyer

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