



# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

August 27, 2018

Big Tex Trailer World, Inc.  
dba Big Tex Trailers Van Alstyne  
13663 HWY 75  
Van Alstyne, TX 75495

RE: Award of IFB 2018-143, Equipment Trailers

Dear Ms. Nash:

Collin County has awarded Big Tex Trailer World, Inc. dba Big Tex Trailers Van Alstyne lines 1 & 3 of 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 a term contract commencing on the date of the award and continuing through delivery of equipment and training of Collin County operators.

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 within 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](mailto:accountspayable@collincountytx.gov). 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 Gina Zimmel at [gzimmel@co.collin.tx.us](mailto:gzimmer@co.collin.tx.us) or fax to 972-548-4694.

\_\_\_\_\_  
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 972-548-4119.

Sincerely,

Gina Zimmel  
Buyer II

Copy to:  
File