



COLLIN COUNTY

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

January 23, 2019

Zones, LLC
1102 15th Street SW
Suite # 102
Auburn, WA 98001

RE: Award of 2019-029 , Annual Contract for Desktops, Laptops, Tablets, Mobile Data Computers and Accessories

Dear Mr. Imkamp,

Collin County has awarded lines 6, 9 and 10 of the above referenced solicitation to your company per Court Order No. (CO#). It is understood all terms, conditions and prices will be held firm as per your response to the solicitation. This is an annual fixed price contract for the purchase of Desktops, Laptops, Tablets, Mobile Data Computers and Accessories. The contract term begins February 4, 2019 and continues through and including February 3, 2020. 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.

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, Greg Elliott, at gelliott@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 David Chaffin at dchaffin@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 (PHONE)

Sincerely,

David Chaffin
Buyer II

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