



COLLIN COUNTY

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

January 23, 2019

SHI Government Solutions, Inc.
3101 S. Mo-Pac Expressway
Suite 375
Austin, TX 78746

RE: Award of 2019-098 , Software Subscription and Archival Services, Proofpoint – Email Spam, Virus Protection

Dear Mr. Lettiere,

Collin County has awarded 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 ProofPoint Essentials Security Suite software subscription and archival services for the County. The contract term begins March 13, 2019 and continues through and including March 12, 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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