



COLLIN COUNTY

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

To: Commissioners' Court
Collin County

From: Michalyn Rains
Purchasing Agent

Date: August 19, 2020

Re: Renewal of COOP Quote 2020-136
OEM Toner Cartridges for Laser and Inkjet Printers

Request Commissioners' Court consideration and any action regarding approval of Change Order No. 1 to COOP Quote 2020-136 OEM Toner Cartridges for Laser and Inkjet Printers to The Office Pal to 1) extend the contract for the period October 1, 2020 through and including September 30, 2021 and 2) Change cooperative contract utilized for previously awarded lines from Buyboard 528-17 to TIPS 180401, 3) add three (3) additional products to the contract, 4) add Force Majeure to Terms of Contract, and authorize Purchasing Agent to execute same.

The OEM Toner Cartridges for Laser and Inkjet Printers contract is used by all County departments for their various OEM Toner Cartridge needs.

Please contact the Purchasing Department with any questions.

