



COLLIN COUNTY

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

August 27, 2021

Infinity Contractors International LTD
1400 Everman Parkway, Suite 134
Fort Worth, TX, 76140

RE: Award of IFB 2021-274, HVAC OAU and Heat Exchanger Replacements

Dear Ronnie Filewood:

Collin County has awarded line items 2, 2.1, and 2.2 of the above referenced solicitation to your company per Court Order No. **2021-XXX-XX-XX**. 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 HVAC OAU and Heat Exchanger Replacement services for the County. The contract term begins on the date of award and continues through project completion. The County will 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, Patricia Johnson, at pjohnson@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 Hunter Alley at halley@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 972-548-4117 or halley@co.collin.tx.us

Sincerely,

Hunter Alley
Senior Buyer

Copy to:
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