

# COLLIN COUNTY

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

September 30, 2021

Robert Lackey  
DBA Spartan Psychological Consulting  
7203 Estado  
Grand Prairie, TX 75054

RE: Award RFP No. 2021-241, Psychological Evaluations, Juvenile

Dear Dr. Lackey:

Collin County Juvenile Probation has awarded the above referenced solicitation to your company. 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 Psychological Evaluations for Juvenile Probation. The contract term begins October 1, 2021 and continues through and including September 30, 2022. The County will have the right and option to extend the term of the contract for (3) additional one (1) year periods upon the same terms and conditions. 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.

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](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 Tyler Connelly at [tconnelly@co.collin.tx.us](mailto:tconnelly@co.collin.tx.us) or fax to 972-548-4694.

Robert D. Lackey, PhD  
NAME  
  
SIGNATURE

10.3.2021  
DATE  
Psychologist  
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 972-548-4115 or [tconnelly@co.collin.tx.us](mailto:tconnelly@co.collin.tx.us).

Sincerely,

Tyler Connelly  
Buyer II

Copy to:  
File