



COLLIN COUNTY

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

August 15, 2022

Berger Engineering Company
1617 W. Crosby Rd., Ste 100
Carrollton, TX 75006

RE: Award of IFB 2022-177, HVAC Replacement for Medical Examiner, Elections and Public Works Buildings

Dear Mr. Berger:

Collin County has awarded Berger Engineering Company the above referenced solicitation to your company per Court Order No. It is understood all terms, conditions and prices will be held firm as per your response to the solicitation. The contract term begins on the date of award continuing through project completion.

This is a notification only, a purchase order will be issued. Do not perform any services without a purchase order.

Please sign the construction contract. Per Article 3.0 of the specifications and exhibit "A" of the contract, please submit your insurance certificate indicating the required coverage within ten (10) days. Per section 4.14 of the specifications please provide the required bonds.

A purchase order is required for all products or services ordered. Do not deliver any products or perform any services without a purchase order.

Collin County will need the fully executed contract, bonds, and insurance before you may begin any work.

Invoices should be e-mailed to the Collin County Auditor's office at accountspayable@collincountytx.gov and to the department contact, Rickee Harris, at rharris@co.collin.tx.us. Please ensure that the appropriate purchase order number is on all invoices.

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 972-548-4103.

Sincerely,

Matt Dobecka, NIGP-CPP, CPPO, CPPB, CPCP
Purchasing Analyst

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