



# COLLIN COUNTY

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

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To: Commissioners Court  
Collin County

From: Michelle Charnoski, NIGP-CPP, CPPB  
Purchasing Agent

Date: April 11, 2023

Re: Change Order No. 2 to IFB No. 2022-055, Printing: General Office Forms

Requesting Commissioners Court consideration and any action regarding the approval of Change Order No. 2 to IFB 2022-055, Printing: General Office Forms, with Scott-Merriman, Inc., per the attached, to:

- 1.) Renew contract through April 10, 2024,
- 2.) Delete Lines 2- 6 from contract,
- 2.) Renumber line 67 (Miscellaneous Forms, Marriage License: 80#) to line 69,
- 3.) Accept price redetermination.

MC/slh