



COLLIN COUNTY

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

June 20, 2023

Baker Distributing Company LLC
2665 S Bayshore Drive
Suite 901
Coconut Grove, FL 33133

RE: Award of 2023-181, HVAC/Refrigeration Parts and Supplies, through McKinney ISD contract RFP2019-554

Dear Gary Baker:

Collin County has awarded categories 1-8 and 10 of the above referenced quote to your company per Court Order No. (). It is understood all terms, conditions and pricing will be held firm as per your response to the quote and the terms of McKinney ISD cooperative contract RFP2019-554. The contract term begins July 10, 2023 and continues through and including July 9, 2024. 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.

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. A copy of all invoices should also be e-mailed to sterrazas@co.collin.tx.us. Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge this letter, as indicated below, and e-mail your response to Christina Criswell ccriswell@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 972-548-4124 or ccriswell@co.collin.tx.us.

Sincerely,

Christina Criswell

Buyer II

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File