



COLLIN COUNTY

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

September 11, 2023

Heat Transfer Solutions, Inc.
3350 Yale St.
Houston, TX 77018

RE: Award of IFB 2022-292, Construction, Building Automation System Upgrades

Mr. Todd McCullough:

Collin County has awarded lines 2 & 4 of the above referenced solicitation to your company per Court Order No. (C.O. #). It is understood all terms, conditions and prices will be held firm as per your response to the solicitation. This is a fixed price contract for the purchase of Building Automation System Upgrades. The contract term begins on the date of award and continues until the project is complete. The County will have the right and option to terminate the contract upon thirty (30) days written notice.

Per Section 00 21 13, Article 1.55 of the specifications, please submit certified copies of all Contractor and subcontractor insurance certificate(s) indicating the required coverage within ten (10) days.

Per Section 00 21 13, Article 1.11 of the specifications, please submit a payment bond and a performance bond in the amount of 100% of the contract price and a one (1) year maintenance bond in the amount of 10% of the contract price within ten (10) days.

Per Section 00 21 13, Article 1.17 of the specifications, please print, sign and submit three (3) copies of the attached Construction Agreement within ten (10) days following notification of award of contract.

This is a notification only, once the above items have been received, a purchase order will be issued giving Heat Transfer Solutions, Inc. notice to proceed.

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

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, CPPB
Senior Buyer

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File