



COLLIN COUNTY

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

Date: December 4, 2023

To: Commissioners Court

From: Michelle Charnoski, Purchasing Agent

Re: Contract No. 2024-096; Annual Office Furniture Contract

Collin County is requesting Commissioners Court approval to use the Collin County Community College District's Annual HON Blanket Purchase Agreement (BPA), RFP No. SCON-100590, which provides specialized pricing based on annual spend and additional percentage off of Manufacturer's Listed Price when purchasing through Plano Office Supply Co..

Term of contract ends on November 30, 2023 and this action will extend the use of the contract through January 31, 2024 until the new Agreement is awarded.

Should you have any questions, please feel free to contact me at X4142.

MC/SP