



COLLIN COUNTY

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

December 13, 2023

Granicus, LLC
707 17th Street, Suite 4000
Denver, CO 80202

RE: Award of 2024-142, Microfilm Creation and Storage

Dear Mr. Blankenship:

Collin County has awarded the above referenced quote to your company per Court Order No. **(CO#)**. It is understood all terms, conditions and prices will be held firm as per Omnia cooperative contract number 01-115. The contract term begins upon award and continues through 12/31/2024. The County will have the right and option to extend the term of the contract for one (1) additional one (1) year periods upon the same terms and conditions. The County will also 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 and to the department contact, Tonya Kellogg, at tkellogg@co.collin.tx.us . Please ensure that the appropriate purchase order number is on all invoices.

Please acknowledge receipt of this letter, as indicated below, and e-mail it to Hunter Alley at halley@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 972-548-4117 or halley@co.collin.tx.us .

Sincerely,

Hunter Alley, CPPB
Senior Buyer

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File