



COLLIN COUNTY

Stacey Kemp
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TO: Judge Chris Hill
Commissioner Susan Fletcher
Commissioner Cheryl Williams
Commissioner Darrell Hale
Commissioner Duncan Webb

FROM: Stacey Kemp, Collin County Clerk

DATE: March 11, 2024

SUBJECT: County Clerk Mobile Shelving Conversion Project

The County Clerk is requesting approval for the following:

- 1) Approve William Benjamin Roach DBA Southwest Filing & Storage as the sole source provider of Elecompact brand high-density movable shelving products;
- 2) Approval of award of contract no. 2024-267, Mobile Shelving Conversion, to William Benjamin Roach DBA Southwest Filing and Storage for the purpose of purchasing Elecompact brand conversion parts and material in the amount of \$49,373.02, per the attached documentation.

Request includes a budget amendment for \$13,722.98 from the County Clerk's Records Management Fund to account 1025-08040-0001-41-40-0000-809001; project BDH0804-1025-080400001-809001.