



COLLIN COUNTY

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

April 24, 2024

Converge Technology Solutions US, LLC
P.O. Box 737204
Dallas, TX 75373

RE: Award of Coop contract 2024-240, Dell Technology Systems through DIR-TSO-3763 & DIR-TSO-4299

Dear Ms. Matheny:

Collin County has awarded the above referenced quote to your company per Court Order No. _____. It is understood all terms, conditions and prices will be held firm as per your response to the quote. The contract term begins 6/5/2024 and continues through and including 6/4/2025. 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 and to the department contact, Greg Elliott, at gelliott@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 Glenn Snodderly at gsnodderly@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 972-548-4451 or gsnodderly@co.collin.tx.us.

Sincerely,

Glenn Snodderly
Senior Buyer

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