



# COLLIN COUNTY

Office of the Purchasing Agent  
2300 Bloomdale Road  
Suite 3160  
McKinney, Texas 75071  
[www.collincountytx.gov](http://www.collincountytx.gov)

October 21, 2024

Coufal-Prater Equipment, LLC  
dba United Ag & Turf  
7736 Central Park Drive  
Waco, TX 76712

RE: Award of Contract 2025-005, Grounds Maintenance Equipment, Parts and Supplies

Dear Mike Barker:

Collin County has awarded all of the above referenced solicitation to your company per Court Order No. \_\_\_\_\_. It is understood all terms and conditions will be held firm per the terms and conditions of cooperative contract Buyboard 706-23. Pricing will be a percentage discount off of retail price per the cooperative. The contract term begins upon award and continues through May 31, 2025, with the option of one (1) one (1) year renewal remaining. 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](mailto:accountspayable@collincountytx.gov) and to the department contact, Darron Marzett, at [dmarzett@co.collin.tx.us](mailto:dmarzett@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 Sarah Haynes at [shaynes@co.collin.tx.us](mailto:shaynes@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 972-548-4130 or [shaynes@co.collin.tx.us](mailto:shaynes@co.collin.tx.us).

Sincerely,

Sarah Haynes  
Buyer II

Copy to:  
File