



COLLIN COUNTY

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

November 4, 2024

Clifford Power Systems, Inc.
101 Industrial Blvd.
Mansfield, TX 76063

RE: Award of Contract No. 2025-020, Emergency Generator Rental

Dear Ms. Rivas,

Collin County has awarded the above referenced solicitation to your company as the **Secondary** supplier per Court Order No. _____. It is understood all terms, conditions and prices will be held firm per BuyBoard Cooperative Contract No. 740-24. This contract is for the purpose of emergency generator rental for the County. The contract term begins upon date of award and continues through and including November 3, 2025. The County will have the right and option to extend the term of the contract for one (1) additional period through and including September 20, 2026, 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, Katie Elder at kelder@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 Susan Hayes at shayes@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 972-548-4122 or shayes@co.collin.tx.us.

Sincerely,

Susan Hayes
Buyer II

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