COLLIN COUNTY

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

December 30, 2024

Revolution Data Systems, LLC
8130 John W. Carpenter Freeway
Dallas, TX, 75247

RE: Award of 2025-090, Preservation - Criminal Case Files 1893 - 1950

Dear Ms. Lizzy Newton:

Collin County has awarded the above referenced solicitation to your company per Court Order No. _____. It is understood all terms, conditions and prices will be held firm per the Choice Partners cooperative contract number 21/031KN-53. This is a fixed price contract for the purchase of historical record preservation services for the County. The contract term begins upon award and continues until the project is complete. 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, Brenda German, at bgerman@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

Hunter Alley, CPPB
Senior Buyer

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