



COLLIN COUNTY

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

June 27, 2025

1st Run Computer Services Inc.
59 Acorn Ponds Drive
Roslyn, NY 11576

RE: Award of Cooperative Quote 2025-299 Fujitsu Document Scanner FI-8170 through Omnia 01-170

Dear Rhea Schultzberg:

Collin County has awarded the above referenced cooperative contract 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 solicitation. This contract is for the purchase of Fujitsu Document Scanner FI-8170 for the County. This contract term is for one year commencing on July 6, 2025 and continuing through and including July 5, 2026. 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, David McCurdy, at dmccurdy@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 Lera Miller at lmiller@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 972-548-4102 or lmiller@co.collin.tx.us.

Sincerely,

Lera Miller
Buyer II

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