



COLLIN COUNTY

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

July 22, 2025

F.H. Paschen, S.N. Nielsen & Associates LLC
122 W. John Carpenter Freeway
Suite 550
Irving, TX 75039

RE: Award of 2025-262, Replacement of 6 Exterior Storefront Doors

Dear Mr. Koon:

Collin County has awarded the above referenced Cooperative JOC quote to your company per Court Order No. _____ (CO#). It is understood all terms and conditions will be held per the terms and conditions of cooperative contract TIPS #241001. Pricing will be firm, fixed pricing per the quote. The contract term begins upon award and continues through completion and acceptance of the project. Termination is per the Job Order Construction Contract.

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@co.collin.tx.us and to the department contact, George King, at gking@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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File