



COLLIN COUNTY

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

September 29, 2025

SHI Government Solutions, Inc.
3828 Pecana Trail
Austin, TX 78749

RE: Award of Coop Contract 2025-317, Cisco Enterprise Agreement for Hardware Maintenance through DIR-CPO-5347

Dear Mr. Rayburn:

Collin County has awarded the above referenced quote 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 quote. This contract is for the purchase of a Cisco Enterprise Agreement for Hardware Maintenance for the County. The purchase price includes hardware maintenance fees an for the first year (10/16/2025-10/15/26), and to lock into the rates for two (2) additional one (1) year renewals. After year one (1), the contract will automatically renew for subsequent year two (2) and three (3) renewals. The County will have the right and option to terminate the contract per the non-appropriation clauses in effect per the DIR cooperative terms and conditions, with 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, Greg Elliott, at gelliott@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

Copy to:
File