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MEMORANDUM

TO: Vehicle Equipment and Upfitting Dealers and Manufacturers

FROM: Jason Bennett
Director - Business Development
North Carolina Sheriffs' Association

DATE: June 9, 2023

RE: 2023/2024 – Vehicle Equipment and Upfitting Contract Year

This letter serves as the Association's official solicitation to dealers and manufacturers for the North Carolina Sheriffs' Association's (NCSA) 2023-2024 Vehicle Equipment and Upfitting Procurement Program. The NCSA has made the decision to implement Section 3.8 *Option to Renew with Price Adjustment* of the Association's Terms and Conditions. According to Section 3.8, "Any contract may be extended for an additional two (2) years, on a year-to-year basis, if mutually agreed by both parties." The NCSA will rollover all contracts currently held under Bid 22-04-0902R for one additional year and a Rollover Agreement will be provided to all current contractors to sign and confirm the mutual agreement.

All current contracts will remain effective until September 23, 2023. The rollover contract will be published as Bid 22-04-0902RR and will be effective September 24, 2023 – September 23, 2024. The NCSA staff will update all price increase requests for the current model year. All current contractors are to contact Kaylyn Mitman, Manager – Business Development, at kmitman@ncsheriffs.net for steps on how to submit price increase requests.

We appreciate your support of the Association's Vehicle Equipment and Upfitting Procurement Program. If your company received this solicitation but are not eligible to sell within the State of North Carolina, please contact Kaylyn Mitman at kmitman@ncsheriffs.net to be removed from our distribution list.

If you have any questions or need additional information on any of the Association's Procurement Programs, please contact me at (919) 459-8195 or at jbennett@ncsheriffs.net or visit us on the web at <https://ncsheriffs.org/procurement>.