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LAW ENFORCEMENT OFFICERS AND STATE OFFICIALS
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MEMORANDUM

TO: Fire and EMS Dealers and Manufacturers

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

DATE: February 3, 2021

RE: 2021/2022 Fire and EMS Bid 22-02-0608

This letter serves as the Association's official solicitation to dealers and manufacturers for the North Carolina Sheriffs' Association's 2021-2022 Fire and EMS Procurement Program. The North Carolina Sheriffs' Association (NCSA) is very excited to begin working on the second year of our Fire and EMS Procurement Program. Enclosed you will find the NCSA's Fire and EMS Procurement Program's official 2021-2022 bid calendar.

The NCSA will implement its roll over clause for Bid 21-01-0608. Any current NCSA contractors who do not wish to renew their agreement are to contact Anna Martin at amartin@ncsheriffs.net by **March 23, 2021**. Any dealers who do not notify Anna by this date will be included in the rollover agreement. Any contractors who would like to renew their agreement but have vehicles that will not be available for the 2021-2022 contract year are to notify Anna by **March 23, 2021**. This way the Association can remove any items that are no longer available to government agencies.

In addition to implementing the roll over clause for the 2021-2022 contract year, the Association will also go out to bid to allow for existing contractors and new dealers/manufacturers to participate this upcoming year. Currently, the NCSA offers over 1,000 different pieces of Fire and EMS equipment through our cooperative bid program. We look forward to increasing our product offerings for the 2021-2022 contract year. *One new change we are excited to implement this year is remounts.*

If you are planning on participating, please pay close attention to all dates outlined in the official calendar. The NCSA looks to our dealer and manufacturer partners for recommendations on which new specifications to add to our program



100% Membership

Post Office Box 20049 • Raleigh, N.C. 27619-0049 • Telephone: (919) SHERIFF (743-7433)

Fax: (919) 783-5272 • E-mail: ncsa@ncsheriffs.net • www.ncsheriffs.org

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as well as any changes that are effective with the new model year on existing vehicles. We hope you will participate in this year's bidding process.

Please also take a moment to view the Fire and EMS procurement website at <http://ncsheriffs.org/services/fire-ems-procurement-program>. Once you are on the website you will find information on the current contract, upcoming contract, important documents such as the program's Terms and Conditions, required bid documents, and other bid support documentation. All Fire and EMS vehicles currently offered on our program can be found on our website at: <https://ncsheriffs.org/wp-content/uploads/Bid-21-01-0608-Final-Bid-Award-Announcement-7-31-20.pdf>. Please note if you do not see a lot category that is applicable to your company, we will gladly add a new lot category as we are continuously looking to expand our product offerings. We look forward to growing and providing the benefits of our cooperative bid program to even more county and city agencies across the Southeast.

Pre-registration is now open. All dealers who would like to participate on Bid 22-02-0608 must complete the online Vendor Registration form that can be found on our website at: <https://ncsheriffs.org/procurement/vendor-registration>. Please contact Anna Martin, NCSA Cooperative Bid Coordinator, at amartin@ncsheriffs.net or at 919-459-1072 should you have any questions regarding your registration or overall participation in this year's bidding process.

If your company received this solicitation but are not eligible to sell within the State of North Carolina, please contact Anna Martin at amartin@ncsheriffs.net to be removed from our distribution list.

I look forward to working with you in 2021. Please contact me at 919-459-8195 or at jbennett@ncsheriffs.net if you have any questions or need additional information on the Association's Fire and EMS Procurement Program.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Bennett', with a long horizontal flourish extending to the right.

Jason D. Bennett
Director - Business Development
North Carolina Sheriffs' Association

Enclosure (1)



**North Carolina Sheriffs' Association
Fire and EMS Bid 22-02-0608 Calendar
2021-2022**

Note: All existing contracts under Bid 21-01-0608 will roll over for 1 additional year upon mutual agreement. As of June 18, 2021 there will be two Fire/EMS Contracts: Bid 21-01-0608R and Bid 22-02-0608.

Program Introduction and Solicitation		
	Start Date	Due Date
Solicitations to Dealers and Manufacturers	February 3, 2021	February 3, 2021
Vendor Pre-Registration - <i>To register visit: https://ncsheriffs.org/procurement/vendor-registration</i>	February 3, 2021	April 30, 2021 at 5:00 pm EST
Invitation to Bid Announcement Publication and Advertisement	February 12, 2021	February 12, 2021
NAPC Advertisement	February 12, 2021	February 12, 2021
New/Updated Model Specification Review 1		
	Start Date	Due Date
Equipment Addition Requests due to NCSA - <i>Any equipment that needs to be available for bidding for the 2021-2022 contract year.</i>	February 3, 2021	March 23, 2021
Contract Withdraw Requests due to NCSA - <i>All dealers who do not want to roll over for one additional year.</i>	March 23, 2021	March 23, 2021
Equipment Withdraw Requests due to NCSA - <i>Any equipment that will not be available for the 2021-2022 contract year.</i>	March 23, 2021	March 23, 2021
First Draft Bid Package to all Vendors	April 6, 2021	April 6, 2021
Dealer Responses to First Draft Bid Package due to NCSA - <i>Any additional changes that need to be made to the list of equipment.</i>	April 14, 2021	April 14, 2021
New/Updated Model Specification Review 2		
	Start Date	Due Date
Pre-Bid Conference Video - <i>Will be emailed to all Dealers and Manufacturers.</i>	April 8, 2021	April 8, 2021
Second Draft Bid Package to all Vendors	April 30, 2021	April 30, 2021
Dealer Responses to Second Draft Bid Package due to NCSA - <i>Any additional changes that need to be made to the list of equipment.</i>	May 12, 2021	May 12, 2021
Bid Finalization and Announcement		
	Start Date	Due Date
Price Increase Requests due to NCSA for the rollover contract - <i>Bid 21-01-0608R</i>	April 28, 2021	April 28, 2021
NCSA Finalizes Bid Document (Lot Sheet)	May 19, 2021	May 19, 2021
Bid Period Open - <i>Lot Sheet Submission & Required bid documents due to amartin@ncsheriffs.net</i>	May 25, 2021	June 8, 2021 at 12 noon EST
Deadline to Submit Bid Responses to amartin@ncsheriffs.net - <i>No hard copies will be considered.</i>	June 8, 2021 at 12:00 pm EST	June 8, 2021 at 12:00 pm EST
Bid Tabulation Results Posted by NCSA	June 11, 2021	June 11, 2021 at 5:00 pm EST
Review of Bid Submissions by NCSA	June 14, 2021	June 16, 2021
Intent to Award Published	June 16, 2021	June 16, 2021
Bid Award Announcement and Publication - <i>All new contract awards and rollover contracts go into effect.</i>	June 18, 2021	June 18, 2021

NCSA Contact: Anna Martin (919) 459-1072 or amartin@ncsheriffs.net