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**LAW ENFORCEMENT OFFICERS AND STATE OFFICIALS**  
**OF NORTH CAROLINA**

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July 3, 2019

Dear Vehicle Equipment and Upfitting Dealers and Manufacturers,

I hope this letter finds you well. The North Carolina Sheriffs' Association (NCSA) will execute Section 3.8 of the Vehicle Equipment and Upfitting Procurement Program's Terms and Conditions (Option to Renew with Price Adjustment) for the 2019-2020 contract year.

All current 17-01-0728RR contracts will extend for one additional month. This extension will become effective on August 24, 2019 and expire on September 23, 2019. At time of expiration, this equipment will go out to bid under Bid 20-03-0910. All contracts under Bid 19-02-0910 will remain effective until September 23, 2019 with the new rollover contracts becoming effective September 24, 2019. These contracts will be published as Bid 19-02-0910R effective September 24, 2019. The NCSA staff will update all existing vehicle equipment and upfitting specifications and price increase requests for the 2020 model year.

According to Section 3.8 of the program's Terms and Conditions, "contracts may be extended for an additional two years, on a year to year basis, if mutually agreed by both parties." Please notify Kaylyn Mitman, Senior Coordinator – Business Development, at 919-459-6471 to let us know if you and your dealership agree to a one-month extension for Bid 17-01-0728RR and a one-year extension of your current NCSA contract(s) under Bid 19-02-0910. Enclosed you will find the calendar for the 2019-2020 contract year.

We appreciate your support and participation in the association's Vehicle Equipment and Upfitting Procurement Program. Please contact Kaylyn regarding any specification changes and price increase requests.

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

Thank you,

Jason D. Bennett  
Director - Business Development



100% Membership

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The North Carolina Sheriffs' Association is a Non-Profit, tax exempt organization recognized by the I.R.S.



**North Carolina Sheriffs' Association**  
**Vehicle Equipment and Upfitting Calendar – 2019-2020**  
**Bid 19-02-0910R and 20-03-0910**

*(Bid 19-02-0910 will rollover for an additional year and will be published as 19-02-0910R)*

Program Introduction and Solicitation		
NCSA Vehicle Equipment and Upfitting Bid Item	Start Date	Due Date
Solicitations Statewide to Dealers/Request for Vehicle Equipment Specifications	July 3, 2019	July 3, 2019
Dealer Pre-Registration Online Opens	July 3, 2019	July 31, 2019
Dealer Specifications for Vehicle Equipment Responses due to NCSA	July 12, 2019	July 12, 2019
Bid 17-01-0728RR Extension Contract due to NCSA	July 15, 2019	July 15, 2019
Invitation to Bid Announcement Publication and Advertisement	July 17, 2019	July 17, 2019
Signed Rollover Contracts due to NCSA (Bid 19-02-0910R)	July 22, 2019	July 22, 2019
New/Updated Model Specification Review 1		
NCSA Vehicle Equipment and Upfitting Bid Item	Start Date	Due Date
Draft Bid Package to all Pre-Registered Dealers	July 11, 2019	July 11, 2019
Deadline for Dealer Responses to Draft Bid Package	July 18, 2019	July 18, 2019
Rollover Price Increases due to NCSA (Bid 19-02-0910R)	September 3, 2019	September 3, 2019
New/Updated Model Specification Review 2		
NCSA Vehicle Equipment and Upfitting Bid Item	Start Date	Due Date
Bid Package to all NCSA Contractors	July 25, 2019	July 25, 2019
Deadline for Dealer Responses to Draft Bid Package	August 1, 2019	August 1, 2019
NCSA Response to Clarifications to Vendors	August 12, 2019	August 12, 2019
Deadline to submit "Request for Clarification"	August 15, 2019	August 15, 2019
Bid Finalization and Announcement		
NCSA Vehicle Equipment and Upfitting Bid Item	Start Date	Due Date
Final Bid Package to all Pre-Registered Dealers	August 20, 2019	August 20, 2019
VEBA Open for Bidding	August 22, 2019	September 10, 2019 at 12 noon EST
Bid 17-01-0728RR Extends for 1 Additional Month	August 24, 2019	September 23, 2019
Bid Tabulation Results Posted	September 13, 2019	September 13, 2019 at 5:00 pm EST
Deadline to Submit "Hard Copy" Bid Responses	September 16, 2019	September 16, 2019 at 5:00 pm EST
Viewing of Bid Tabulation Results	September 19, 2019	September 19, 2019
Intent to Award Published	September 20, 2019	September 20, 2019
Bid Award Announcement and Publication	September 24, 2019	September 24, 2019
Bid 19-02-0910 Rolls over - Now Published as Bid 19-02-0910R	September 24, 2019	September 24, 2019