



# *A Joint Purchasing Program For Local Government Agencies*

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July 10, 2023

Mr. Brian Tarpo  
Fleet Manager  
Sutton Ford  
21315 Central Avenue  
Matteson, IL 60443

Dear Mr. Tarpo,

This letter is to inform you that the Governing Board of the Suburban Purchasing Cooperative has approved the following awards to Sutton Ford, Matteson, IL from July 1, 2023 through June 30, 2024 with three possible, one-year contract extensions:

Contract #	Vehicle
221	Ford F250
222	Ford F350 Dual Rear Wheel Chassis Cab
225	F350 Single Rear Wheel Pick Up
226	F450 Chassis Cab
227	F550 Chassis Cab

With acceptance of these contracts, Sutton Ford agrees to all terms and conditions set forth in the specifications contained within the Request for Proposals to which you responded. The duration of the contract is July 1, 2023 through June 30, 2024. The SPC reserves the right to extend this contract for up to three (3) additional one-year terms upon mutual agreement of both the vendor and the SPC on a negotiated basis.

Sutton Ford, Matteson will handle all billing. Each vehicle on all contracts will be assessed an administrative fee of \$150.00 per vehicle, which shall be paid directly by the vendor to the SPC on a quarterly basis.

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**DuPage Mayors &  
Managers Conference**  
1220 Oak Brook Road  
Oak Brook, IL 60523  
Suzette Quintell  
Phone: (630) 571-0480  
Fax: (630) 571-0484

**Northwest Municipal  
Conference**  
1600 East Golf Rd., Suite 0700  
Des Plaines, IL 60016  
Ellen Dayan, CPPB  
Phone: (847) 296-9200  
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**South Suburban Mayors  
And Managers Association**  
1904 West 174<sup>th</sup> Street  
East Hazel Crest, IL 60429  
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**Will County  
Governmental League**  
15905 Frederick Street  
Suite 107  
Plainfield, IL 60586  
Cherie Belom  
Phone: (815) 254-7700

The SPC looks forward to a productive year working with Sutton Ford. Please sign and date this agreement below, retaining copies for your files and returning the original to my attention.


Sincerely,



Ellen Dayan  
Purchasing Director  
Northwest Municipal Conference



Ellen Dayan, NWMC  
07.10.23  
Date



7-10-23  
Date

Brian Tarpo, Sutton Ford

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