



Emergency Response Vehicles with Related Equipment, Accessories and Supplies Contract # 051717-PSI

State of Arkansas Contract # 4600041607

Effective Dates: 10/25/2017 to 7/18/2021

Arkansas State Agencies/Political Subdivision User Instructions

SCOPE: This is a cooperative contract for Polaris catalog products made available at discounted pricing to State agencies and political subdivisions.

How to Get Started

1. Go to the Polaris website here: <http://www.polaris.com/en-us/home.aspx>
2. On this website you can browse products, shop and compare items, print or download specs, and use the dealer locator.
3. When ready to place an order, you will need to email the PO to your local Polaris dealer. Be sure to tell them you want to purchase off of the State of Arkansas', NJPA contract.

Ordering Procedures

FOR STATE AGENCY USE: When utilizing this contract, if the total projected cost (TPC) of all items on a single purchase order is \$20,000 or greater, a purchase requisition (PR) must be created in AASIS. In addition, both your agency's purchase order and the outline agreement number must reference the purchase requisition number.

Submission Requirements Memorandum:

<http://www.dfa.arkansas.gov/offices/procurement/Documents/UpdatedSolicitationReviewRequirements.pdf>

Purchase orders are best submitted by email but they can also be submitted by fax or U.S. mail.

For Questions or Assistance Contact

Jim Burk

Contract Administrator

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866-468-7783

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