



# LEE'S SUMMIT MISSOURI

## NOTICE OF PARTICIPATION-COOPERATIVE

December 30, 2019

Shawnee Mission Ford  
Attn: Jay Cooper  
11501 SMPKY  
Shawnee, KS 66203

Re: City of Lee's Summit Participation in Cooperative for 2020 Model Vehicles-LS Contract #2020-009-5  
Clay County IFB #49-19

Dear Mr. Cooper:

You are hereby notified that the City of Lee's Summit, Missouri may be a participant in the above referenced Contract. All terms, conditions and pricing of the Contract will apply to purchases and/or utilization of said Contract by the City of Lee's Summit, Missouri.

Your organization shall return the following document within (7) seven days after receipt of this Notice of Participation via email to Mrs. Des Collins at [desiree.collins@cityofls.net](mailto:desiree.collins@cityofls.net):

- ◆ Sign and return Notice of Participation

This procedure does not imply an exclusive contract, nor does it preclude the city from bidding or purchasing items from other sources. The Contract is effective November 21, 2019 through November 21, 2020 with renewal option.

Please be advised that all orders or work regarding this Contract will require a **Purchase Order** and all invoices provided to the City for payment must reference the Purchase Order number. For prompt payment, all invoices shall be sent directly to Accounts Payable, City of Lee's Summit, MO, 220 S.E. Green Street, Lee's Summit, MO 64063, faxed to 816-969-1113, or e-mailed to [ap@cityofls.net](mailto:ap@cityofls.net).

If you have any questions or problems during the contract year, do not hesitate to contact the Procurement Division at 816-969-1082 or 816-969-1083.

CITY OF LEE'S SUMMIT:

CONTRACTOR

Authorized Signature

Jay Cooper  
Type or Print Name Legibly

Title

J Cooper  
Authorized Signature

Date

Court Fleet Sales  
Title

ATTESTED:  
Office of the City Clerk

Shawnee Mission Ford  
Name of Company

Approved as to Form:

Office of the City Attorney

*The mission of the Purchasing Division is to provide innovation, value and cost-effective solutions with integrity while preserving the public trust.*