



**POLARIS**<sup>®</sup>  
**OFF-ROAD VEHICLES**

## **SOURCEWELL (FORMERLY NJPA) COOPERATIVE AGREEMENT PROGRAM**

Polaris is offering the following reimbursement program for ORV units sold to Sourcewell (formerly NJPA) members. This is an optional program that provides Dealers the opportunity to solicit business from Sourcewell member government agencies, educational institutions (K-12 and higher ed), or non-profit organizations requiring the use of a competitive solicitation and contract process. This program should only be used if the product sold is under **Sourcewell contract #051717 PSI**. If the customer is unable or ineligible to join Sourcewell, then the ORV Government/Community/Fleet discount program may be used where applicable.

Prospective (eligible) customers who would like to join Sourcewell may do so for no charge and no obligation by visiting: <https://sourcewell-mn.gov/become-member>

*Membership ID numbers (required to complete this transaction) are typically issued within 24-48 hours of application.*

**If Dealer conforms to the terms and conditions of the Sourcewell Contract, then the dealer will be reimbursed by Polaris to bring total dealer margin (including holdback) to 11% of the Sourcewell price on the Whole Good transaction.**

### **REQUIREMENTS AND RESTRICTIONS**

- If product is sold using the Sourcewell Contract, this program must be used in its entirety to assure the Public Agency (customer) meets all its competitive bid requirements. If your Sourcewell member customer is audited, and records of the transaction cannot be tracked by Sourcewell (Polaris submits quarterly transaction reports to Sourcewell), your customer may not be in compliance.
- The sale requires a pre-approved official quote from Polaris. This official quote assures that all terms and conditions meet the requirements of the Sourcewell contract.
- If accessories are part of the winning quote, Dealer will charge Sourcewell customer at contractual installation times (as shown on the official quote) at a rate of \$100/hr.
- Dealer reimbursement is paid to Dealer based on their efforts to find and win the public agency solicitation. It is calculated based on the **Sourcewell negotiated prices** as detailed on the official quote sent to the Dealer by Polaris.
- Units are eligible for holdback, but not eligible for retail sales incentives, consumer financing, salesman spiffs, retail rewards or rebates.
- ORV Whole Goods sold under this program carry a 1 year limited warranty.
- Units must be warranty registered by Dealer in the Sourcewell member name
- Units on floor plan must be paid in full before Dealer reimbursement is paid.



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## **REQUIRED SOURCEWELL TERMS & CONDITIONS**

- Delivery within 60 days of quote acceptance
- May be purchased with a PO giving 30 day terms (NET 30)
- Prices are FOB Destination (lower 48 states), meaning product should be delivered to customer (extra charges will show on quote for shipments to Hawaii or Alaska)

## **PARTICIPATION PROCESS**

### ***During the sale...***

After determining the Sourcewell member customer's vehicle/accessory needs, to obtain Sourcewell (NJPA) pricing visit Dealer Extranet and on the left menu titled "news, forms, and links," navigate to "government sales" to access the quote form.

Upon completion of this form, e-mail the quote form to [govsales@polaris.com](mailto:govsales@polaris.com). If additional fees are required, this must be indicated as open market on this form. Polaris will then provide you with the official quote required by the Sourcewell member to complete the transaction.

### ***After the Dealer receives notification of award...***

After the unit has been sold under the Sourcewell's contract and warranty registered, Polaris requires the following four forms sent to [govsales@polaris.com](mailto:govsales@polaris.com) to process reimbursement:

- ORV Sourcewell Reimbursement Form (last page of this document)
- Final Sourcewell Official Quote received from Polaris
- Copy of Purchase Order from customer showing Sourcewell member # and final pricing (required by Sourcewell) – in lieu of a PO, dealer may submit official quote signed/dated by the end user.
- Copy of the warranty registration

### ***Submit these four forms to Polaris via:***

#### **Mail:**

Polaris Industries  
Attention: Government Sales Dept.                      Or  
2100 Highway 55  
Medina, MN 55340

#### **E-mail scanned copies to:**

[govsales@polaris.com](mailto:govsales@polaris.com)

