

October 19, 2024

**Sent via email to: [shari.vergara@advance-auto.com](mailto:shari.vergara@advance-auto.com)**

Shari Vergara  
Advance Auto Parts  
4200 Six Forks Road  
Raleigh NC 27609

Re: Automotive Parts, Fluids, Equipment, Maintenance Services  
BuyBoard Contract 715-23

The Local Government Purchasing Cooperative (BuyBoard) awarded your company a contract under Automotive Parts, Fluids, Equipment, Maintenance Services, Contract 715-23 effective 12/1/2023 through November 30, 2024, with two possible one-year renewals. At this time the BuyBoard is renewing your contract through November 30, 2025.

All discounts, terms, and conditions of your contract will remain the same. If you agree to this renewal, there is nothing you need to do. However, if you do not agree to this renewal, you must notify me via email at [contractadmin@buyboard.com](mailto:contractadmin@buyboard.com) prior to the start of the renewal term.

**Reminder:** Once a BuyBoard contract is awarded, vendors must generate a minimum of \$15,000 annually or they may not be offered a contract renewal.

If you have questions or comments concerning this renewal, please contact me as soon as possible at [contractadmin@buyboard.com](mailto:contractadmin@buyboard.com). We appreciate your interest in The Local Government Purchasing Cooperative.

Sincerely,

*Jim Tulberg*

Jim Tulberg  
Contract Administrator

1<sup>st</sup> renewal v.02.13.2020