



**Worldwide Consumer and Commercial Equipment
2000 John Deere Company
Cary, NC 27513**

To: All John Deere Dealers in New York 11 June 08
Revision

Re: New York State Contract Award 20365
Small Sized Tractors 790 and 2520 through 4720
With associated Options/Accessories and Implements.
Effective: 17 Nov 06 – 20 Apr 10

On November 17, 2006 our John Deere Dealer Keil Equipment Co., Inc. in Hudson, NY was awarded a contract for small sized John Deere tractors with the state of New York. This is a 4 year contract that expires on April 20, 2010.

Keil Equipment has requested John Deere's assistance in fulfilling this contract statewide for deliveries and transfers of equipment. In addition Keil equipment has extended the invitation to any John Deere dealer in New York the opportunity to work with Keil Equipment on sales in your respective dealer area utilizing this contract with the state of New York.

The discount structure Keil Equipment has been awarded is listed below and is the same discount you should quote any agencies when working with Keil Equipment utilizing this contract. The price page dates are listed below that are in effect until further notice. Current price pages will be updated each May and Keil Equipment will notify us when this has been submitted and approved.

<u>Product Line / Model</u>	<u>Discount off List Price</u>	<u>Price Page Date (click date to view)</u>
John Deere 3005	18%	C19 - March 28, 2008
2520, 3120, 3320, 3520, 720 4120,4320,4520,4720	18%	C20 – March 28, 2008
Compact Attachments & Implements	18%	C25 – February 29, 2008
Tractor Manufacturer/Brand/OEM options, Components Etc. Ex: upgraded seat, weights, light kit- <u>dealer installed options</u>		Discount off List Price 14%
110 Tractor Loader Backhoe & Work Pro Attachments	18%	C27 – November 1, 2007
:		
Tractor Loader/Backhoe Manufacturer/Brand/OEM Options, etc.		Discount off List Price 14%

Other Attachments & Implements
Equipment for Compact utility tractors branded John Deere
Ex: Loaders, Backhoes, Mowers, Blades, Brooms, Tractor Cabs.

Discount off List Price
18%

Price Page Date (click to view):

[C35 - March 28, 2008](#)

ALLIED EQUIPMENT: As long as John Deere contract equipment is being purchased, allied equipment (including Frontier), may be listed on the agency PO. Pricing is established by the selling dealer and credit will be a "pass through".

Any dealers interested in fulfilling sales to any agencies eligible to purchase utilizing this contract should implement the following procedures.

- 1) All Purchase orders need to be addressed as in the example listed below, including the New Contract award #PC62728SB, then faxed to Keil Equipment Co Attn: Brad Keil @ 518-537-5276 (see Example below):

EXAMPLE PURCHASE ORDER

Village of ABC, 1234 DEERE DR, DEERE, NY 27609

Date: 01 February 2007

Vendor: Keil Equipment Co., Inc.
2356 Rt. 9 Hudson NY 12534
Att: Brad Keil Ph: 518-537-6221
Fax: 518-537-5276
Contract # PC62728

Purchase Ord #252522

Bill to: **Village of ABC**
1234 Deere Drive
Deere, NY 27609

Ship to: **Village of ABC**
5678 Antler Drive
Deere, NY 27609

	1-2520 Tractor	15279.00-2750.22=12528.78
Qty	1-200CX Loader	2740.00- 493.20= 2246.80

Total: 14,775.58

Delivering Dealer: (List your dealership here)
John Deere Dealer, Any City, NY

Example of Letter of Intent to Purchase

In the absence of a formal agency purchase order, a letter of intent to purchase containing all of the information indicated above is acceptable. The letter must be on the agency's letterhead.

EXAMPLE LETTER OF INTENT TO PURCHASE

VILLAGE OF ABC
1234 DEERE DRIVE
Deere, NY 27609
(919)5555555 Date 01FEB2007

Keil Equipment Co., Inc.
2356 Rt. 9 Hudson NY 12534
Att: Brad Keil Ph: 518-537-6221
Fax: 518-537-5276
Contract # PC62728

The Village of ABC would like to purchase a 2520 with 200CX Loader off of state contract at the contract price of \$14,775.78. Please use

(Insert your dealership here) John Deere Dealer, Any City NY,

As the delivering dealer.

Thank you,

Bob Underwood

Bob Underwood Treasurer

Purchase Order Processing

Procedures for ordering and processing and completing sale and Delivery

Once the purchase order has been received by Keil Equipment the following occurs:

1. The purchase order is entered into Keil Equipment system. Keil Equipment will send a confirmation to the customer indicating all equipment being ordered, and the delivering dealer information. Confirmation is mailed to the customer.
2. Equipment not in dealer inventory has to be ordered by the dealer. After the dealer places the order, the order number needs to be included on the Contract Quote Worksheet or agency Purchase Order. If equipment is in dealer inventory, the invoice number needs to be included on the Contract Quote Worksheet or Purchase Order.
3. Equipment used to complete Keil Equipment contract sale will be tagged with the GNS order number in the customer order field. Once equipment has been tagged for a Keil Equipment sale, it must be used to fulfill the sale.

4. Do not settle for the equipment. Settlement will be automatically processed 15 calendar days after the last piece of equipment on the order has been invoiced by the factory. Or if the machine is in stock 15 days after the PO has been received from Keil Equipment.
5. Special processing procedure for ROTARY CUTTERS: If you desire to use a rotary cutter that has been ordered under the Early Order Program, you must settle off the cutter, claim the applicable bonus and put it into paid for goods, then notify Keil Equipment that you have done so and provide invoice number. GNS will then settle it out of paid for and issue your credit.
6. If a trade is part of the purchase order; include that on your quote and also on the purchase order. When the auto settlement occurs, the debit/credit memo will list the "trade value" amount. This is the maximum amount you may floor plan. You will need to do a "Floor Plan Only" in JDSET. In the comment section, please indicate this is for a Keil Equipment Sale and reference the GNS settlement number.
7. The dealer is responsible for registering the warranty and obtaining a signed delivery receipt. The Delivery Receipt must be faxed to Keil Equipment @518-537-5276 after customer delivery.
8. Direct Governmental and National Account sales are posted to the delivering dealer's sales records.
9. **Do not invoice or accept payment from the customer.** Payments should be made to: Kiel Equipment Co.,Inc. 2356 Rt. 9 Hudson NY 12534

Internally within John Deere we are assisting Keil Equipment by allowing the local dealer to work with Keil Equipment to quote, sell, order the equipment or use dealer inventory and deliver the equipment receiving a signed delivery receipt from the customer once it has been delivered. **John Deere will then settle the equipment off the local dealer's statement issuing the standard 10% credit on tractors and 8% on attachments + standard set up credit.** Once the settlement has been completed we will then transfer the equipment invoices to Keil Equipment who is responsible for invoicing the agency and collection of payments.

Finally, the New York State Office of General Services provided a [Purchasing Memorandum](#) confirming the arrangement with Keil Equipment

Should you have any further questions please contact me or Brad Keil.

Thanks
Paul J. De Maine
Account Manager Govt Sales
John Deere Co.
585-245-2652

Brad Keil
Keil Equipment Co.,Inc.
2356 Rt.9 Hudson, NY
518-537-6221