



SMART GROWTH AND REGIONAL COLLABORATION

January 25, 2023

Dan Matchett  
Sales Manager  
Howard P. Fairfield, LLC  
554 Maple St.  
Hopkinton, NH 03229

Re: RFP # GBPC 2021 Sweepers Extension

Dear Dan:

Please accept this letter as notice that the Metropolitan Area Planning Council (“MAPC”), in accordance with Section 3.7 of the contract referenced above, hereby exercises its retained option to extend its contract with HP Fairfield, LLC. for an additional one-year term from January 31, 2023 to January 31, 2024.

As per the contract, your company is allowed to submit renewed pricing for the new contract year. Price escalations are contractually limited to 10% for any product under contract. Please send your revised pricing, in the same format as currently is used, to Kelsi Champley ([kchampley@mapc.org](mailto:kchampley@mapc.org)) as soon as possible. Once approved, the new pricing will be added onto the MAPC website for municipal buyers to use.

On behalf of the Greater Boston Police Council (“GBPC”) and MAPC, I thank you for your continued services.

Sincerely,

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Kelsi Champley  
Procurement and Contract Manager  
Metropolitan Area Planning Council  
O#: (617) 933-0766 / [kchampley@mapc.org](mailto:kchampley@mapc.org)