



**HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
SHERIFF'S OPERATIONS CENTER  
2008 EAST 8TH AVENUE  
TAMPA, FL 33605**

**AMENDMENT #1 TO THE MASTER AGREEMENT  
BETWEEN  
THE HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
AND  
VILLAGE CADILLAC TOYOTA**

**THIS FIRST** Amendment to the Master Agreement is made and entered into as of the Effective Date, by and between Village Cadillac Toyota ("CONTRACTOR") and the Hillsborough County Sheriff's Office ("HCSO"); and

**WITNESSETH:**

**WHEREAS**, CONTRACTOR and HCSO entered into an agreement on October 28, 2024, for the purchase of in stock or inventory vehicles; and

**WHEREAS**, CONTRACTOR and HCSO desire to amend the agreement to expand the products offered and to standardize quote submissions for approval efficiency and audit compliance, as detailed below.

**NOW THEREFORE**, in consideration of mutual covenants, promises and provisions contained herein, it is mutually understood and agreed between the parties as follows:

- I.** The parties agree to modify Attachment A (Appendix IV Pricing Sheet) to reflect "All" as the "Item Group" and "Toyota" as the "Item Make", where CONTRACTOR will offer these products at the prices/discounts listed.
- II.** HCSO has provided CONTRACTOR a quote template (Attachment B), in hard copy and editable versions, for use when submitting quotes. The template includes required fields as specified in the Invitation to Bid, which are highlighted in yellow, and preferred fields. CONTRACTOR may use their own quote format or the template provided. Regardless of format used, the required fields must be on every quote to ensure approval efficiency and audit compliance.

- a. The amount entered in the required "MSRP" field of the quote must represent the manufacturer's suggested retail price based on the factory options listed on the federally required Monroney label (window sticker) of the specific vehicle for sale.
- b. The amount entered in the required "MSRP Discount" field of the quote must be equal to or greater than the MSRP discount submitted in CONTRACTOR's bid, for the specific vehicle for sale.
- c. Though destination, delivery and/or shipping charges are reflected on the Monroney label, they are separate from the MSRP, thus their amount must be entered in the "Dest/Del/Ship Chg" field of the quote, and their amount must not be calculated into the MSRP or MSRP Discount.
- d. Manufacturer rebates, if applicable, are separate from the MSRP, thus their amount must be entered in the "Rebate\*" field of the quote, and their amount must not be calculated into the MSRP or MSRP Discount.
- e. For past model year vehicles, a two percent (2%) discount must be added, in addition to the MSRP discount submitted in CONTRACTOR's bid for the quoted item, as specified in the Invitation to Bid.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the day first mentioned above.

**Village Cadillac Toyota**



**Hillsborough County Sheriff's Office**

By:   
Peter Dimmitt, President

By:   
Chad Chronister, Sheriff

Date: 5/30/2025

Date: 7/28/25

HCSO STAFF	APPROVED	DATE
DIST/DIV		7/16/25
LEGAL	RM 259484	7-16-25
FSD A/CFO	M.Y. 260954	7/8/25
DEPARTMENT	FL 3664	7-17-25
CHIEF DEPUTY	FL 3664	7-23-25
UNDERSHERIFF	 3655	7/25/25