



City of Ketchum

### PROCUREMENT MEMO

Meeting Date:  Staff Member/Dept:

Agenda Item:

**Recommended Motion:**

I move to approve Purchase Order 25038 for a not to exceed amount of \$54,633.00 for a 2025 Ford F-150 Lightning 4WD Crew and corresponding electrical charger and infrastructure.

**Summary of Procurement Process:**

Bidder	Bid Price
Mountain Home Auto Ranch	\$54,633.00

Low Bid Contractor	Bid Price	Budget Account/Number
Mountain Home Auto Ranch (piggyback off City of Boise contract)	\$54,633.00	03-4310-7600

**Background (if necessary):**

- The current Ford Ranger has been utilized by multiple departments and is no longer providing the reliability that is needed.
- This item has been budgeted for FY25
- Utilized Mountain Home Auto Ranch as the purchasing method, therefore solicitation was not needed, as the Mountain Home Auto Ranch represents a method of piggybacking off a previously negotiated City of Boise contract.
- The electrical infrastructure cost is not determined yet. Wastewater department spent approximately \$11,152, but it is unlikely that much electrical infrastructure is needed for the Streets Dept.

**Sustainability Impact:**

The 2025 Ford F-150 Lightning 4WD crew is fully electric

**Attachments:**

1. Purchase Order
2. Mountain Home Auto Ranch Quote
3. Chrome Data for Options Quote
4. Electric Charger with Extended Warranty Quote



**CITY OF KETCHUM**  
 PO BOX 2315 \* 191 5TH ST. \* KETCHUM, ID 83340  
 Administration 208-726-3841 (fax) 208-726-8234

**PURCHASE ORDER**  
 BUDGETED ITEM? \_\_\_ Yes \_\_\_ No

**PURCHASE ORDER - NUMBER: 25038**

<b>To:</b>  5021 MOUNTAIN HOME AUTO RANCH 2800 AMERICAN LEGION BLVD. MOUNTAIN HOME ID 83647	<b>Ship to:</b>  CITY OF KETCHUM PO BOX 2315 KETCHUM ID 83340
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P. O. Date	Created By	Requested By	Department	Req Number	Terms
11/13/2024	CCHING	CCHING		0	

Quantity	Description	Unit Price	Total
1.00	2024 F-150 FORD LIGHTNING 03-4310-7600	54,633.00	54,633.00
	SHIPPING & HANDLING		0.00
	TOTAL PO AMOUNT		54,633.00

\_\_\_\_\_  
 Authorized Signature



G R O U P

FLEET

OUT THE DOOR QUOTE FROM MOUNTAIN HOME AUTO RANCH

MODEL	MAKE	YEAR
F-150 LIGHTNING 4WD CREW	FORD	2025
FLEET BASE PRICING	\$ 47,961.00	
OPTIONS	\$ 6,672.00	
	\$ -	
	\$ -	
Your Price	\$ 54,633.00	F.O.B. MTN HOME

PURCHASER: CITY OF KETCHUM

PIGGYBACKED OFF OF: MULTI-AGENCY CONTRACT

Rob Dickson

208-371-4425

[rdickson@mhautoranch.com](mailto:rdickson@mhautoranch.com)

OKAY TO ORDER PER SPECS

NUMBER OF UNITS

CONTACT

PHONE NUMBER

Vehicle: [Fleet] 2025 Ford F-150 Lightning (W1B) Pro 4WD SuperCrew 5.5' Box (  Complete )

### Selected Model and Options

MODEL		
CODE	MODEL	Dir Net Inv
W1B	2025 Ford F-150 Lightning Pro 4WD SuperCrew 5.5' Box	\$45,869.00

COLORS	
CODE	DESCRIPTION
YZ	Oxford White

ENGINE		
CODE	DESCRIPTION	Dir Net Inv
997	Engine: Dual eMotor - Extended Range Battery (FLT) -inc: single onboard charging level 2 peak charging rate of 11.5kW and 131 kWh usable capacity extended range battery, GVWR: 8,550 lbs (Fleet)	\$4,800.00

TRANSMISSION		
CODE	DESCRIPTION	Dir Net Inv
44L	Transmission: Single-Speed (STD)	\$0.00

OPTION PACKAGE		
CODE	DESCRIPTION	Dir Net Inv
110A	Equipment Group 110A Standard	\$0.00


WHEELS		
CODE	DESCRIPTION	Dir Net Inv
643	Wheels: 18" Alloy Gloss Black (STD)	\$0.00


PRIMARY PAINT		
CODE	DESCRIPTION	Dir Net Inv
YZ	Oxford White	\$0.00

SEAT TYPE		
CODE	DESCRIPTION	Dir Net Inv
VS	Medium Dark Slate, Vinyl Bucket Heated Front Seats -inc: 2-way manual driver/passenger w/flow-through console and floor shifter	\$0.00

 At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however Chrome Data cannot guarantee that Initial Pricing is available.

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 23884, Data updated Nov 6, 2024 6:45:00 PM PST

Vehicle: [Fleet] 2025 Ford F-150 Lightning (W1B) Pro 4WD SuperCrew 5.5' Box (  Complete )

**ADDITIONAL EQUIPMENT - PACKAGE**


CODE	DESCRIPTION	Dir Net Inv
17V	Tow Technology Package -inc: Pro Trailer Hitch Assist, Manual-Folding Power Glass Heated Mirrors, turn signal, black skull caps and LED sideview mirror spotlights, 360 Degree Camera, Pro Trailer Backup Assist, trailer reverse guidance	\$1,872.00

**ADDITIONAL EQUIPMENT - MECHANICAL**

CODE	DESCRIPTION	Dir Net Inv
---	GVWR: 8,550 lbs	Inc.

**ADDITIONAL EQUIPMENT - EXTERIOR**

CODE	DESCRIPTION	Dir Net Inv
153	Front License Plate Bracket -inc: Standard in states requiring 2 license plates, optional to all others	\$0.00
<b>Options Total</b>		<b>\$6,672.00</b>

 At the user's request, prices for this vehicle have been formulated on the basis of Initial Pricing for the vehicle, however Chrome Data cannot guarantee that Initial Pricing is available.

Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided. Data Version: 23884, Data updated Nov 6, 2024 6:45:00 PM PST



# Ford Pro™ Charging

## Sales Order for CITY OF KETCHUM

### About Ford Pro™

Ford Pro™ offers comprehensive charging solutions and services to help better plan, deploy and operate electric vehicle fleets. Getting charging right is a complex undertaking and each individual element requires effective strategy and execution to achieve value. Ford Pro™ provides a complete end-to-end solution.

Ford Pro™ customers will have access to purpose-built electric vehicles; a variety of charging solutions; professional design, build and installation services; OEM-grade telematics data; comprehensive charging management solutions and integrated driver reimbursement reporting.

Ford Pro™ Charging allows customers to manage and optimize fleet operations via the Ford Pro™ Depot Charging Software. This platform maximizes fleet uptime, helps optimize charging costs, tracks key KPIs and performance.

#### This Sales Order will typically have 4 elements:

- Design-Build & Installation Services
- Ford Pro™ Depot Charging Software
- Ford Pro™ Charging Hardware
- Warranty & Preventative Maintenance

<b>Created by:</b> David McManus (Ford Pro Charging) Quote Created: 11/13/2024 12:17 AM	<b>Prepared for:</b> Trent Donat
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## Ford Pro™ Charging

# Fleet Charging Analysis & Planning

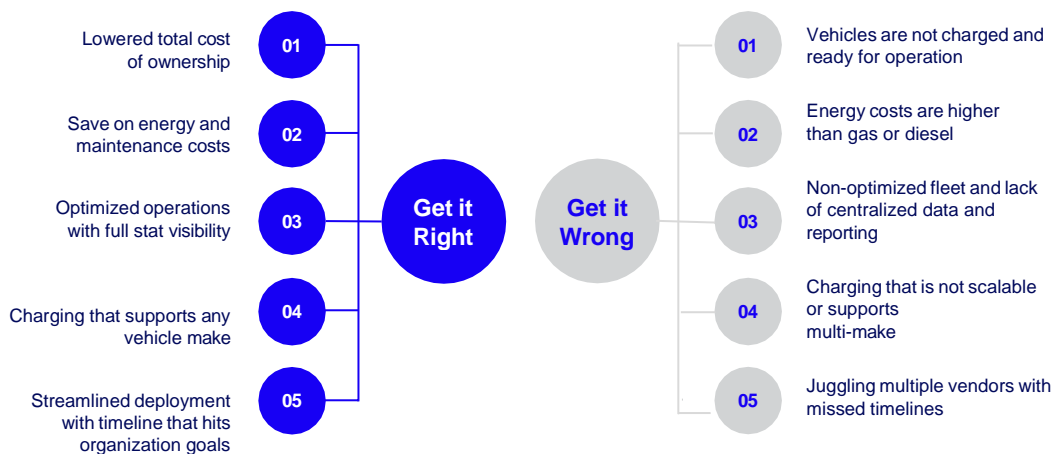
## Analysis

Ford Pro™ consultants meet individually with fleet managers to understand the unique needs of their fleets and help recommend the best package of electric vehicles and charging solutions to get the job done. The Ford Pro™ consulting team was founded to help educate fleet managers on electric vehicles, behaviors and Ford Pro™ software that maximize the capability of their electric vehicles, maximizing value to customer fleets and minimizing upfront investment.

## Planning

Transitioning your fleet from gas to electric can be challenging, especially for fleets new to electric vehicle operation. The Ford Pro™ consulting team has a toolbox of solutions to help your fleet make the transition seamless. Ford Pro™ can also help you analyze your total cost of ownership and understand the return on investment your fleet can unlock by transitioning to electric.

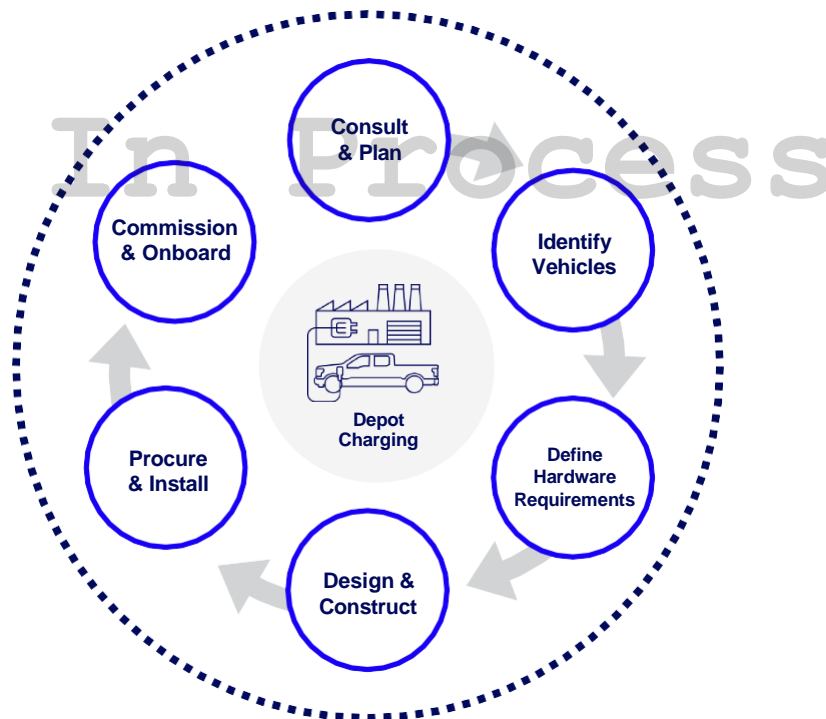
The Ford Pro™ consulting team is here to help you get the transition right and unlock unparalleled opportunities by electrifying your fleet.





Ford Pro™ Depot Charging

# Design, Build & Installation Services



## Implementation

- Coordinate the installation of EVSE with the delivery of Battery Electric Vehicles
- Design of reports, and configuration of metrics and reports, as specified by Customer
- Integrate dispatch, routing, and scheduling software to optimize depot charging software platform
- Load utility rate information for each installation site
- Introduce Customer Success Manager and establish a meeting cadence to report on customer preferred metrics and KPIs

## Onboarding

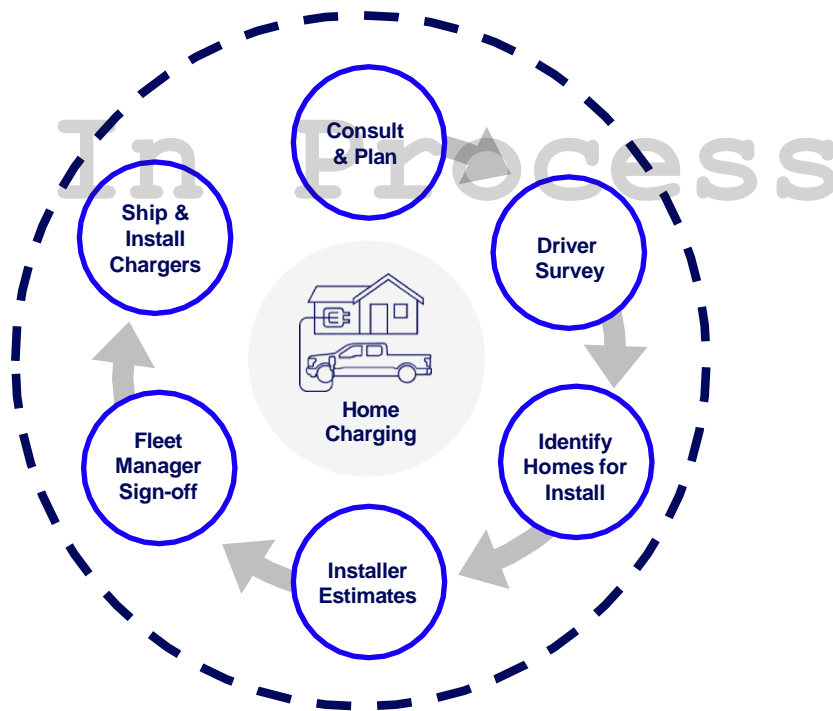
- Activate charger data connection
- Direct and verify charger data connection to depot charging cloud service
- Depot charging account setup and assistance to assign vehicles to default depots; setup users, user groups, reports, and analytics.
- One training/onboarding session per depot location.





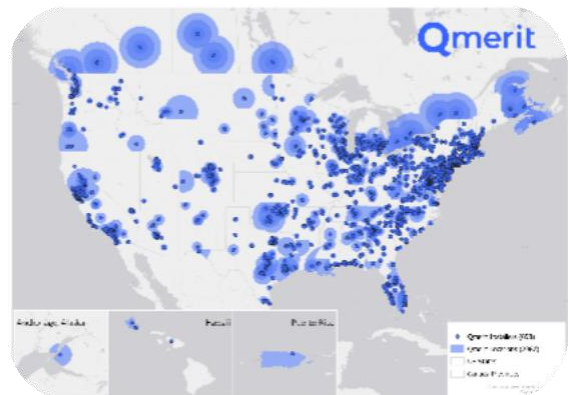
Ford Pro™ Home Charging

# Charger Purchase & Installation



## Nationwide Support

Ford is collaborating with Qmerit to provide our customers access to a nationwide network of qualified electricians. Qmerit's network has a depth of experience in EV that is unrivaled. Qmerit provides Ford customers with white glove concierge service, working side by side with the Ford Pro™ team to help you optimize home charging for your fleet.





Ford Pro™ Depot Charging

# Ford Pro™ Depot Charging Software

Deployment of sophisticated smart-charging algorithms that ensure vehicles are reliably charged while optimizing energy cost based on a variety of data sources such as vehicle arrival and dispatch schedules, routing information, time-of-use (TOU) energy rates, demand charge windows, and service impacting faults. Functionality is detailed below for the two software licenses being offered.

Functionality	Base
Commercial EV Suitability Assessment and TCO tools	✓
OCPP Support	✓
Monitoring and Management of Depot Health, Vehicle Readiness	✓
Real-Time Charger-Vehicle Connectivity	✓
Real-Time State-of-Charge (SoC)	✓*
Real-Time Fault Alerts (Email, Text)	✓
Multi-Make Vehicle Support	✓
Demand Charge and TOU Cost Reduction (Utility Rate Integration)	✓
Automated Energy Reporting	✓
Preconditioning Support (Battery & Cabin)	✓
OEM-Grade Telematics Integration	✓**
Charge Management Profiles (Group Chargers by location or access control settings)	✓
Time-Based Access Controls	✓
Energy Reporting and user subscription capability	✓
Site Level Load Management	✓
24X7 Customer Support	✓

\*For Ford Vehicles on AC and DC Chargers, For Non-Ford Vehicles on DC Chargers

\*\*For Ford DC Chargers/Ford Vehicles



## Ford Pro™ Depot Charging

# Description of Services

## Ford Pro™ Depot Charging Software

- A web-based dashboard that provides a one-stop interface for remote monitoring and energy management for each electric vehicle in the fleet
- Monitoring and management services that directly impact electric vehicle fleet operations (such as charging station status, network connectivity, and equipment faults)
- Configurable reports with comprehensive analysis of energy dispensed, energy economy, service status, environmental credits, and more

# In Process

## Ford Pro™ Depot Charging Software

The dashboard displays the following information:

- CHARGING STATUS:** 17 Charged, 5 Charging, 2 In-use, 1 Standby, 1 Fault.
- ENERGY DELIVERED:** A bar chart showing energy dispensed over time.
- SERVICE STATUS:** 1 Unassigned, 2 In reparation.
- ENERGY USAGE:** A gauge showing power transmission and energy delivered. Total: 1010 kWh, Daily average: 1200 kWh.

Real-time vehicle charging status

Energy dispensed reporting

Multi-make vehicle support

Set charge time and capacity remotely

Centralized view of operations

Real-time charger health alerts



Ford Pro™ Charging Hardware

# AC Charging Hardware



Ford Pro™ AC Charging Station 48A

- Equally suited for home or depot applications
- Smart, integrated capability
- Preconfigured with Cellular LTE Connectivity
- 25-ft. SAE J1772 cable

Ford Pro™ AC Charging Station 80A

- High-powered charging solution for depot applications
- Smart, integrated capability
- Preconfigured with Cellular LTE Connectivity
- 25-ft. SAE J1772 cable

Ford Pro™ AC Charging Station 80A (Series 2)

- LCD display with real-time charging status
- RFID card reader for increased access control
- Field replaceable cable
- Preconfigured with Cellular LTE Connectivity
- 25-ft. SAE J1772 cable

Ford Pro™ Charging offers safe, reliable and cost-effective hardware for charging fleets. In addition, we have worked with multiple charger OEMs and networks which allows us to provide best-in-class interoperability.

We strive to deliver charging that meets the technical requirements of your fleet as the primary objective, regardless of the OEM and class of the vehicle.

Level II chargers (AC output) will have a much shorter lead-time than Level III chargers (DC output). Detailed hardware information and pricing is available upon request.

Typical lead time for chargers ranges from 1-2 weeks for hardware in stock, to 4-6 months for non-stock and off-menu items.



Ford Pro™ Charging Hardware

## DC Charging Hardware



### Ford Pro™ DC Charging Station

- 60kW/200A, 120kW/300A, 180kW/300A, and 240kW/300A configurations
- Simultaneous charging
- Preconfigured with cellular (Wi-Fi & Ethernet connectivity options available with additional support)



### Ford Pro™ DC Charging Cabinet + Industrial DC Dispenser

- Up to 180kW output power to vehicle
- Preconfigured with cellular (Wi-Fi & Ethernet connectivity options available with additional support)
- 20-ft. 2 x CCS-1 cables
- Dispenser can be wall-mounted

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## Ford Pro™ Charging

# Warranty

All Ford Pro™ chargers equipped with 3-year warranty

- Ford backed, industry leading warranty
- Ford Pro™ warranty goes beyond retail warranties to cover labor, in addition to parts
- If any issues arise with charger, simply call the 1-800-34-FLEET hotline number printed on the front of the charger

## Replacement

- For covered warranty issues, a qualified electrician will come to your charging depot or your driver's home and swap out the unit, free of charge

# Extended Service Plan

Ford Protect is now offering an extended service plan for up to 2 years beyond the 3-year Ford warranty on Ford Pro™ AC Charging Stations.

Power up your electric vehicles with a Ford Pro Charging Station – and the peace of mind knowing it's covered with a Ford Protect Extended Service Plan.

Ford Protect covers everything needed to keep Ford Pro™ charging stations up and running.

With Ford Protect, we take responsibility for fixing hardware issues by providing parts, labor and coordinating repairs by Ford authorized support specialists.

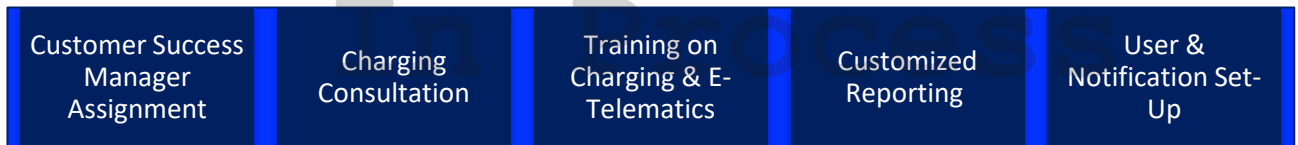
- Coverage beyond the 3-year Ford warranty for an additional 2 years
- Includes replacement or repair of any defective part on a Ford Pro™ Charging Station
- Includes parts and labor
- \$0 deductible available

What is not covered: Ford Protect does not provide coverage for any defect in the covered product which is caused by any failure to comply with any instructions from Ford. See the Service Contract Terms and Conditions for a complete list of what is not covered. The Ford Protect extended service plan is not insurance. Not available for retail sale or any non-commercial purpose. Strict eligibility restrictions apply.



Ford Pro™ Charging

# What to Expect with Your Onboarding



**Ford Pro Charging’s onboarding is a thorough and personalized experience, covering a wide array of technical and business support. As part of your onboarding, we will:**

- ✓ Designate a Customer Success Manager, who will centralize your onboarding experience and coordinate behind the scenes with our team of specialists.
- ✓ Consult with you on the right charging and alerts, customized specific to your fleet and depot sites.
- ✓ Ensure every charger is connected, optimized, and functional after installation.
- ✓ Train you on several areas related to charging and E-Telematics, to maximize your uptime and energy savings.
- ✓ Customize your automated reporting, including who should receive, when, and how often.
- ✓ Set up users within your fleet and create custom notifications to keep your team informed in case of charging issues.
- ✓ DC Only: Onsite charger commissioning by charging manufacturer to ensure proper installation and operation of unit(s). This process typically takes a few hours per DC charger.



Ford Pro™ Depot Charging  
**Sales Order**

We have prepared the following pricing to meet the needs of your project requirements. Upon execution of this Sales Order, inventory will be secured in our warehouse, and we will arrange shipment based on your specific needs.

In Process

Product Name	SKU	Price	QTY	Subtotal
FORD PRO AC CHARGING STATION 80A SERIES 1 Level II - AC 80A, Cellular Modem, Single Port w/ 25 ft Cable & J-1772 Connector	FPC-AC0019ZC-UDB	\$1,999.00	1.00	\$1,999.00
FPC-FREIGHT-AC AC CHARGER FREIGHT	FPC-FREIGHT-AC	\$30.00	1.00	\$30.00
5 Year Extended Service Plan (parts and labor) on AC Chargers 2 Year Extended Service Plan for AC chargers (5 years in total): 24/7 coverage, parts and on-site labor, repaired by Ford Pro approved vendor, total charger replacement	FPC-PP0005AZ-UBA	\$395.00	1.00	\$395.00

Total **\$2,424.00**

Please note that this proposal is valid for 30 days upon issuance. All prices shown are in USD. Ford Pro™ recommends including an estimated 10% in purchase orders to cover expected sales tax. Actual sales tax to be calculated based upon shipping destination. If actual tax is above purchase order provision, revised PO will be needed to cover remaining tax.





Delivery Address

CITY OF KETCHUM

PO BOX 2315

KETCHUM, Idaho, 83340-2315

In Process

**Payment Terms:** Net 30

Notwithstanding a customer's issuance of a purchase order to Ford Motor Company subsequent to the acceptance of this Sales Order, the Ford T&Cs will strictly and solely govern the purchase and sale of the products and services subject to this Sales Order.

**Customer**

Sign:

Name: Trent Donat

Title: city clerk & business manager

Date Signed:

**Ford Pro Charging**

Sign: DocuSigned by:  
*Matthew Krukin*  
1D312EC871294C6...

Name: Matthew Krukin

Title: global Head of Ford Pro Charging

Date Signed: Nov-12-2024



**By signing this Sales Order, you agree to the following Terms and Conditions governing this purchase:**

<https://content.fordpro.com/content/dam/fordpro/us/en-us/pdf/charging/ford-pro-hardware-agreement.pdf> |

<https://content.fordpro.com/content/dam/fordpro/us/en-us/pdf/charging/ford-pro-software-agreement.pdf> |

# In Process



**Certificate Of Completion**

Envelope Id: C438803BF8874C6E8385A9FCE4055C3C	Status: Delivered
Subject: Ford Pro™ Order Documents for your DocuSign Signature Ketchum 1/0 expansion	
Source Envelope:	
Document Pages: 13	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelope Stamping: Enabled	David McManus
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	Ford Motor
	1 American Rd
	Dearborn, MI 48126-2701
	DMCMANU4@ford.com
	IP Address: 155.226.144.1

**Record Tracking**

Status: Original	Holder: David McManus	Location: DocuSign
11/12/2024 7:24:26 PM	DMCMANU4@ford.com	
Security Appliance Status: Connected	Pool: Ford Security Pool-Active 2019 Servers	

**Signer Events**

Matthew Krukin  
 mkrukin@ford.com  
 Global Head of Ford Pro Charging  
 matthew Krukin  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
 1D312EC871294C6...  
 Signature Adoption: Pre-selected Style  
 Using IP Address: 19.12.77.161

**Timestamp**

Sent: 11/12/2024 7:25:24 PM  
 Viewed: 11/12/2024 9:15:22 PM  
 Signed: 11/12/2024 9:15:31 PM

**Electronic Record and Signature Disclosure:**  
 Not Offered via DocuSign

Trent Donat  
 tdonat@ketchumidaho.org  
 City Clerk & Business Manager  
 Security Level: Email, Account Authentication (None)

Sent: 11/12/2024 9:15:33 PM  
 Viewed: 11/12/2024 9:27:46 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 11/12/2024 9:27:46 PM  
 ID: 62915993-0b55-42c6-87c6-e97e4dc26f33

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/12/2024 7:25:24 PM
Certified Delivered	Security Checked	11/12/2024 9:27:46 PM

Payment Events

Status

Timestamps

Electronic Record and Signature Disclosure

In Process

## **ELECTRONIC RECORD AND SIGNATURE DISCLOSURE**

From time to time, Ford Pro (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Ford Pro:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [kimrank2@ford.com](mailto:kimrank2@ford.com)

### **To advise Ford Pro of your new email address**

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at [kimrank2@ford.com](mailto:kimrank2@ford.com) and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

### **To request paper copies from Ford Pro**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to [kimrank2@ford.com](mailto:kimrank2@ford.com) and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

### **To withdraw your consent with Ford Pro**

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to kimrank2@ford.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

### **Required hardware and software**

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

### **Acknowledging your access and consent to receive and sign documents electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Ford Pro as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Ford Pro during the course of your relationship with Ford Pro.