

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION

320 Hospital Drive Ste. 23
Warrenton, Virginia 20186

Phone: (540) 428-8714

Fax: (540) 347-5753

NOTICE OF CONTRACT AWARD

1. DATE: November 30, 2009
2. COMMODITY NAME: Fire Extinguisher Inspection & Maintenance
3. CONTRACT NUMBER: 16-09khc
4. CONTRACT PERIOD: November 7, 2009 – November 6, 2010
5. RENEWAL OPTIONS: Three (3) one year renewal options
6. CONTRACTOR: James Herbert Company
(V/N 644528) PO Box 361
Westminster, MD 21158
PH (443) 768-7118 FX (410) 455-6023
8. TERMS: Net 45 days
9. DELIVERY: As required, F.O.B. FCG&PS locations
10. FOR FURTHER INFORMATION CONTACT: Kathie Haggerty
PH (540) 428-8714
11. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

By: _____

Kathie Haggerty
Senior Buyer, Procurement Division

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS Procurement Procedures Manual. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 428-8717 or 8720.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a “Not to exceed” estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor’s invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of goods or services, faulty or delinquent delivery, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.
5. Renewals: As stated on the face of this notice three one-year renewals remain on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.
6. Revisions/Additions to Contract: Any modifications made to this contract must be authorized by the Procurement Supervisor and issued as a written amendment to the contract.
7. Price Adjustments: Contract prices shall remain firm for the award year. Prices may be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.

CONTRACT #16-09khc Fire Extinguisher Inspection & Maintenance

CONTRACT ITEM/PRICING

Item 1: Fire Extinguisher Annual Inspection and Tag: \$ 2.00/each

Item 2: Fire Extinguisher Recharge:

<u>Type of Extinguisher</u>	<u>Contract Price</u>
ABC/BC Dry Chemical, 2.5#	\$ 7.50/each
ABC/BC Dry Chemical, 5.0/6.0#	7.00/each
ABC/BC Dry Chemical, 10.0#	10.00/each
ABC/BC Dry Chemical, 15.0/17.0#	11.50/each
ABC/BC Dry Chemical, 20#	11.50/each
Hydrostatic Testing on all above types	5.00/each