

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540.428.8713

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NOTICE OF CONTRACT AWARD

DATE: June 12, 2009

COMMODITY NAME: Graphic Art Design, Layout and Printing, Parks & Recreation

CONTRACT NUMBER: 51-09smc

SUPERCEDES: 61-05rec

CONTRACT PERIOD: July 1, 2009 through June 30, 2011

RENEWAL OPTIONS: Three (3) additional one-year renewal terms

CONTRACTOR: Shenandoah Publications, Inc.
VN: 637947
PO Box 777
Woodstock VA 22664
Phone 540-459-4000, Fax 540-455-2675
E-mail: kstickley@ournewspaper.net

TERMS: 45 Days

DELIVERY: See contract details

FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, Manager
Phone: 540.428.8713

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: _____
Susan R. Monaco, Manager
FCG&PS Procurement

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 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. **Pricing:** Unit prices for each service provided under this contract are listed on the next page. All pricing includes freight and all charges that may be incurred in fulfilling the terms of this contract unless otherwise noted.
6. **Renewals:** As stated on the face of this notice, three (3) one-year renewal terms 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 ninety days in advance of the expiration date of the current term.
7. **Price Adjustments:** Changes to prices will be negotiated as specified in Section 6.0 of the contract documents, during the contract renewal period. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.

Contract # 51-09smc
Graphic Art Design, Layout and Printing, Parks & Recreation
Contract Pricing

Per page cost for Graphics only: \$ 80.00

Graphics cost for each size publication noted below based on per-page cost:

16 Pages	\$ <u>1,280.00</u>
20 Pages	\$ <u>1,600.00</u>
24 Pages	\$ <u>1,920.00</u>
28 Pages	\$ <u>2,240.00</u>
32 Pages	\$ <u>2,560.00</u>
36 Pages	\$ <u>2,880.00</u>
40 Pages	\$ <u>3,200.00</u>

Hourly rate for Graphics personnel as identified:

Graphic Designer: \$ 65.00/hour

Total for Printing only, for each size publication noted below:

16 Pages	\$ <u>1,500.00</u>
20 Pages	\$ <u>1,621.00</u>
24 Pages	\$ <u>1,801.00</u>
28 Pages	\$ <u>2,117.00</u>
32 Pages	\$ <u>2,352.00</u>
36 Pages	\$ <u>2,515.00</u>
40 Pages	\$ <u>2,699.00</u>

Each additional 4 pages/issue: \$ **175.00**

Each additional 1,000 (per printing): \$ **132.26 (based on 32 page edition)**