

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

**PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540)422-8353

Fax: (540) 422-8355

**NOTICE OF CONTRACT**

1. DATE: August 1, 2018
2. COMMODITY NAME: Food- Fresh Bread
3. CONTRACT NUMBER: 11-19tpc (Rider, PWCS Contract #R-BB-18034)
4. SUPERCEDES: 09-16ck (Riding PWCS Contract #RNM-12050)
5. CONTRACT PERIOD: August 1, 2018 through July 31, 2023
6. RENEWAL OPTIONS: Two (2) 2-year renewals remaining.
7. CONTRACTOR: SCHMIDT BAKING COMPANY  
7801 Fitch Lane  
Baltimore, MD 21236  
410-668-8200, Ext 5625 (PH)  
410-882-2051 (FX)  
Attn: Cinnamon O'Connor [coconnor@schmidt baking.com](mailto:coconnor@schmidt baking.com)  
Depot Manager: Jason Cave [jcave@schmidt baking.com](mailto:jcave@schmidt baking.com)  
Supervisor: James Dean [jdean@schmidt baking.com](mailto:jdean@schmidt baking.com)  
Depot PH: 540-723-8777  
Depot FX: 540-723-9688
8. TERMS: Net thirty (30) days from receipt of authorized invoice.
9. DELIVERY: Per Order Placement Schedule  
Schools: Between 7:00 a.m. and 1:30 p.m.  
F.O.B. Destination
10. FOR FURTHER INFORMATION CONTACT: Tomeka Price, VCA, Senior Buyer  
PH (540) 422-8353  
[tomeka.price@fauquiercounty.gov](mailto:tomeka.price@fauquiercounty.gov)
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 below for further instructions regarding this contract.

## 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) 422-8351 or 8352. A Blanket Purchase Order may be utilized, with internal release numbers, for user convenience.
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. The Contractor shall issue credit due for unsatisfactory/poor product with user representatives.
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 email, fax or courier.
5. Pricing: As noted herein/attached hereto. All pricing includes freight and all charges that may be incurred in fulfilling the terms of this contract.
6. Renewals: As stated on the face of this notice, two (2), 2-year renewals exist 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, and after PWCPS has renewed their contract, approximately sixty days in advance of the expiration date of the current term.
7. Price Adjustments: Changes to prices will be negotiated as specified in 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.
8. Deliveries:
  - A. Delivery times shall be between 07:00 a.m. and 1:30 p.m. Delivery after this time frame may result in no one available at the school to take delivery.
  - B. If an item is not delivered on the scheduled day due to a shortage, a reship delivery will be made the following day unless otherwise specified by the Cafeteria Manager.

**Product Modification List and Addresses**

<b><u>Product Modification List 8/1/18 -7/31/23</u></b>		
<b>Detention Center Items:</b>		
<b>Product Code</b>	<b>Description</b>	<b>Price</b>
7900	White Bread, 20 oz.	.95
3365	Sandwich Rolls, 16 pk	1.75
3375	Hot Dog Rolls, 16 pk	1.75
3051	Club Wheat Bread, 27 oz.	1.20
2549	12 Grain Bread, 24 oz.	\$1.95
641047	100% Whole Grain White Wheat Bread, 22oz	\$1.52
<b>Fauquier County School Items:</b>		
<b>Product Code</b>	<b>Description</b>	<b>Price</b>
511039	100% Whole Grain White Wheat Sandwich Bread	1.65
2750	100% Whole Grain White Wheat Dinner Rolls	1.55
8077	100% Whole Wheat English Muffins	1.10
511155	100% Whole Wheat Kaiser Rolls	1.70

**Delivery Addresses and Times:**

1. Delivery times shall be between 07:00 a.m. and 1:30 p.m. Delivery after this time frame may result in no one available at the school to take the delivery.
2. If an item is not delivered on the scheduled day due to a shortage, a reship delivery will be made the following day unless otherwise specified by the Cafeteria Manager.