

# FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

## PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8350

Fax: (540) 422-8355

### NOTICE OF CONTRACT EXTENSION

1. DATE: July 29, 2020
2. COMMODITY NAME: Food- Adult Detention Center
3. CONTRACT NUMBER: 17-15bwc
4. CONTRACT PERIOD: September 2, 2014 through September 1, 2015  
1<sup>st</sup> Renewal: September 2, 2015 through September 1, 2016  
2<sup>nd</sup> Renewal: September 2, 2016 through September 1, 2017  
3<sup>rd</sup> Renewal: September 2, 2017 through September 1, 2018  
4<sup>th</sup> Renewal: September 2, 2018 through September 1, 2019  
5<sup>th</sup> Renewal: September 2, 2019 through September 1, 2020  
Extension: September 2, 2020 through March 31, 2021
5. RENEWAL OPTIONS: No Renewal Options Remaining
6. CONTRACTOR: Sysco of Virginia, LLC  
5081 S. Valley Pike  
Harrisonburg, VA 22801  
  
Acct. Rep: Stacey Wood Direct-540-432-3416  
Fax- 855-811-2347  
[Wood.Stacey@va.sysco.com](mailto:Wood.Stacey@va.sysco.com)
8. TERMS: Net 45 Days
9. DELIVERY: 1-2 calendar days after receipt of order, per scheduled delivery days; F.O.B. Destination
10. FOR FURTHER INFORMATION CONTACT: Colleen Keener, CPPB, CPCP, VCO, VCA  
Senior Buyer  
PH (540) 422-8350  
[Colleen.keener@fauquiercounty.gov](mailto:Colleen.keener@fauquiercounty.gov)
11. NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS 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.

## 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: All pricing includes freight and all charges that may be incurred in fulfilling the terms of this contract. See pricing terms in Section 5.0 of IFB. For specific pricing, request price catalog from Stacey Wood [wood.stacey@va.sysco.com](mailto:wood.stacey@va.sysco.com)
6. Renewals: As stated on the face of this notice, no renewal options remain on this contract.