

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 RENEWAL

1. DATE: June 19, 2018
2. COMMODITY NAME: Food- Adult Detention Center
3. CONTRACT NUMBER: #17-15bwc
4. CONTRACT PERIOD: September 2, 2014 through September 1, 2015
1st Renewal: September 2, 2015 through September 1, 2016
2nd Renewal: September 2, 2016 through September 1, 2017
3rd Renewal: September 2, 2017 through September 1, 2018
4th Renewal: September 2, 2018 through September 1, 2019
5. RENEWAL OPTIONS: One (1) one year renewal 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
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: Tomeka Price, Senior Buyer
PH (540) 422-8353
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 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
6. Renewals: As stated on the face of this notice, One (1) one year renewal remaining on this contract. Renewal notification will be issued by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.