

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 422-8353

Fax: (540) 422-8355

NOTICE OF CONTRACT RENEWAL

DATE: February 24, 2021

COMMODITY NAME: Janitorial Supplies & Service

CONTRACT NUMBER: 19-01PV-04 (Omnia)

CONTRACT PERIOD: November 4, 2020 through November 5, 2021

Renewal Options: Two (2) additional renewals remaining.

CONTRACTORS: Brady Industries of Maryland Inc.

VN: 650589 1200 Hampton Park Blvd.

Capitol Heights, MD 20743

Contact: Ronald (Ron) Stevens, Sales Representative

Phone: (240) 719-7349

Cell: (571) 212-2538

Email: ronald.stevens@bradyindustries.com

TERMS: Net 30 Days

DELIVERY: FOB Destination/Inside Delivery
(Pricing includes delivery and shipping charges)

FOR FURTHER INFORMATION CONTACT: Rachel Cuervo, P-Card Admin/Buyer

Phone: 540-422-8353

Rachel.Cuervo@fauquiercounty.gov

INSTRUCTIONS

1. Orders: All FCG&PS Using Departments must order goods and 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.
2. Blanket Purchase Order: Blanket Purchase Orders may be issued to cover purchases during the fiscal year to expedite the order of supplies under this contract. Departments interested in ordering supplies on-line should contact the Sales Representative to be set up for on-line ordering.
3. The contract number, department number, vendor number, total dollar amount, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
4. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
5. 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.
6. Order Guide is available by contacting our sales representative. You may also call Rachel Cuervo 422-8353 in Procurement for assistance. If you wish to be set up for internet ordering contact Rachel Cuervo or the sales representative and they will provide you with a user name and password for ordering directly to your location.