

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS  
Procurement Division  
320 Hospital Drive Ste. 23  
Warrenton, VA 20186  
Phone: (540) 422-8354 Fax: (540) 422-8355

**NOTICE OF CONTRACT**

DATE: October 16, 2015

COMMODITY NAME: Preventative Maintenance & Repair of Lab Equipment

CONTRACT NUMBER: 4400004228 (Fairfax County Public Schools)

CONTRACT PERIOD: Dated of Award through September 28, 2018

RENEWAL OPTIONS: N/A

CONTRACTOR: Associated Microscope  
P.O. Box 1076  
Eldon, NC 27244

Stephanie Enock  
800-476-3893  
[info@associatedmicroscope.com](mailto:info@associatedmicroscope.com)

TERMS: Net 30

PRICING: Contact Procurement

FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley, CPPB, Senior Buyer  
(540) 422-8354  
[kathy.stanley@fauquiercounty.gov](mailto:kathy.stanley@fauquiercounty.gov)

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 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.
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 fax or courier.



**Department of Financial Services**

FAIRFAX  
COUNTY  
PUBLIC SCHOOLS

Office of Procurement Services  
8115 Gatehouse Road, Suite 4400  
Falls Church, Virginia 22042-1203  
Telephone: 571-423-3550

CONTRACT TITLE: Preventive Maintenance & Repair of Lab Equipment

CONTRACT 4400004228 (IFB# 2000000822)

NUMBER: 93862

COMMODITY CODE: Date of award through September 28, 2018

CONTRACT PERIOD: N/A

RENEWALS: 4400001069

SUPERSEDES  
CONTRACT:

CONTRACTOR:

VENDOR CODE:

A. Associated Microscope  
PO Box 1076  
Elon, NC 27244

1000010577

Contact Stephanie Enock  
Telephone: 8 76-3893  
Fax: 336-538-1847  
E-mail: info@associatedmicroscope.com

DELIVERY See Contract

TERMS: NET 30

FOB: Destination

PRICES: See attached

OPS Micah

CONTACT:  
Bushrod  
Telephone: 571-423-3584  
Fax: 571-423-3587  
E-mail: mrbushrod@fcps.edu

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**ORDERING INSTRUCTIONS:**

Any school department may enter into FOCUS (Fairfax County Unified System) a shopping cart indicating the item/service required, the quantity, the payment terms and the delivery date. The shopping cart must include the contract number.

Requests exceeding the small purchase threshold will route to OPS and a purchase order will be executed.



Micah Bushrod – VCA  
Contract Administrator

***DISTRIBUTION:***

FCPS - Instructional Services - Myra Thayer  
FCPS - Procurement Services - Central File

PRICING SCHEDULE

Item No.	Item Description	Qty	UOM	Unit Price	Extension
SECTION 1: Laboratory Balances – Preventive Maintenance, Repairs & Service Parts					
1.	93862 Mechanical Balances- Service Rate per Instrument	1,573	Each	\$17.00	\$26,741.00
2.	Electronic Balances- Service Rate per Instrument	1,589	Each	\$17.00	\$27,013.00
3.	Balance Repair Parts - Percentage Discount from Manufacturer's List Price				10%
	Service Response Time days after receipt of notification (Ref. Paragraph 5.1 of the Special Provisions)				
SECTION II: Laboratory Microscopes - Preventive Maintenance, Repairs and Service Parts					
4.	93862 Standard Monocular Microscope - Service Rate per Instrument	3730	Each	\$18.00	\$67,140.00
5.	Standard Binocular Microscopes- Service Rate per Instrument	70	Each	\$18.00	\$1,260.00
6.	Stereo Microscopes- Service Rate per Instrument	1605	Each	\$18.00	\$28,890.00
7.	Vlideo Microscopes - Service Rate per Instrument	30	Each	\$25.00	\$750.00
8.	Microscope Repair Parts - Percentage Discount from Manufacturer's List Price				10%
	Service Response Time .3Q days after receipt of notification (Ref. Paragraph 5.1 of the Special Provisions)				
SECTION III: Laboratory Spectrophotometer&- Preventive Maintenance, Repairs and Service Parts					
9.	93862 Spectrophotometers - Service Rate per Instrument	74	Each	\$100.00	\$7,400.00
10.	Spectrophotometer Repair Parts- Percentage Discount from Manufacturer's List Price				10%
	Service Response Time <u>30</u> days after receipt of notification (Ref. Paragraph 5.1 of the Special Provisions)				