

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540-422-8350

Fax: 540-422-8355

NOTICE OF CONTRACT AWARD

Extended Sole Source

DATE: December 14, 2018

COMMODITY NAME: School Bus Repairs

CONTRACT NUMBER: 45-19ckc

CONTRACT PERIOD: November 30, 2018 through November 29, 2019

CONTRACTOR: J.D. Newman, Inc.
Vendor #: 648499 21404 Business Ct
Elkwood, VA 22718
Phone: 540-829-0770

TERMS: Net 30 days

DELIVERY: F.O.B. Destination

FOR FURTHER INFORMATION CONTACT: Colleen Keener, CPCP, VCO, VCA
P-Card Administrator/Buyer
Phone: 540-422-8350
Colleen.keener@fauquiercounty.gov

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
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.
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.