

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540.422.8348

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NOTICE OF CONTRACT RENEWAL

DATE: July 28, 2015

COMMODITY NAME: Substitute Teacher Management System

CONTRACT NUMBER: 50-10smc (*Riding PCPS RFP# 725-P-0910*)

CONTRACT PERIOD: July 1, 2015 through June 30, 2016

RENEWAL OPTIONS: No renewals remaining

CONTRACTOR: Frontline Technologies Group, LLC (name change, 7/1/15)
VN: 648843 (new VN) 1400 Atwater Drive (new address, 7/1/15)
Malvern, PA 19355
Attn: Phil Carr
PH: 610-727-0314
FX: 610-722-9537
E-mail: pcarr@frontlinetechnologies.com

PRICING: See pricing on next page

TERMS: Net 30 Days

DELIVERY: N/A

FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPO, CPPB,
Procurement Manager
Phone: 540.422.8348

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 (540) 422-8352.
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 services, or violation of contract provisions by the 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.
5. Pricing: \$1.00 per person per month for replacement employees (based on teacher count in the 1001-2000 range as noted in the Portsmouth City Public Schools contract pricing list).
6. Renewals: As stated on the face of this notice, no (renewals remain on this contract. A new contract will be in place either through a cooperative contract search or an FCPS RFP, prior to the expiration of the noted contract term, depending on FCPS input.