

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**

1. DATE: April 2, 2018
2. COMMODITY NAME: OEM Bus Parts & Service
3. CONTRACT NUMBER: 52-14bwc-B
4. CONTRACT PERIOD: May 19, 2014 through May 18, 2015  
1<sup>st</sup> Renewal: May 19, 2015 through May 18, 2016  
2<sup>nd</sup> Renewal: May 19, 2016 through May 18, 2017  
3<sup>rd</sup> Renewal: May 19, 2017 through May 18, 2018  
4<sup>th</sup> Renewal: May 19, 2018 through May 18, 2019
5. RENEWAL OPTIONS: Four (4) one year renewals
6. CONTRACTOR(s): Sonny Merryman, Inc.  
5120 Wards Road  
Evington, VA 24055  
Ph: (434) 485-8611  
Fx: (434) 821-2621  
Attn: Gerald Layne, Parts Manager  
[Gerald@sonnymerryman.com](mailto:Gerald@sonnymerryman.com)
7. TERMS: Net 45 days
8. DELIVERY: Within twenty-four (24) hours after placement of order,  
F.O.B. Destination - Fleet Maintenance Dept.
9. FOR FURTHER INFORMATION CONTACT: Tomeka Price, VCA, Senior Buyer  
PH (540) 422-8353  
[tomeka.price@fauquiercounty.gov](mailto:tomeka.price@fauquiercounty.gov)
10. 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 commodities 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.
2. The applicable contract number, vendor number, item description and price per each, total dollar amount, 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.
5. Renewals: As stated on the face of this notice, four (4) one-year renewals exist on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty (60) days in advance of the expiration date of the current term.
6. Price Adjustments: Changes to the labor rates only, as stated herein will be negotiated only at the time of renewal. All price increases must be approved by the contract officer. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
7. Use of Contract by Other Political Jurisdictions: This clause is contained in IFB#52-14bwc, which became this contract. This contract may therefore be extended to Northern Virginia, Metropolitan Washington Council of Governments jurisdictions and other jurisdictions and Political Subdivisions of the Commonwealth of Virginia with the authorization of the Contractor. FCG&PS acts only as the "Contracting Agent" for these jurisdictions and political subdivisions.

**OEM Bus Parts & Service**  
Contract Pricing

**Thomas Buses** Awarded to **Sonny Merryman**

- 1) Discount off Thomas List Price list, on OEM Parts: **35%**
- 2) Fire Extinguisher, Part# KFE/466425:  
**Price per Skid Lot of 112 or larger quantities: \$40.62 each**
- 3) Service: Hourly labor rate for service on Thomas Buses, if requested:  
**\$110.25/hour**
- 4) Credit Terms for return of unused parts:  
  
4.1 Contractor shall provide full credit for the return of unused parts or supplies purchased during the term of this contract.

***\* Items must be in new, saleable condition for full credit***