

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

DATE: May 8, 2018

COMMODITY NAME: Instructional Supplies

CONTRACT NUMBER: 79-18tpc (Riding PWCPS # R-KS-1800-08)

CONTRACT PERIOD: April 27, 2018 through November 30, 2023

RENEWALS: Three (3) two (2) year renewals

CONTRACTOR: Lakeshore Learning Materials
2695 E. Domiguez St.
Carson, CA 90895
PH: 443-571-8513 FX: (310) 537-7990
Rep: Meredith Jones, Regional Elementary Manager
mejones@lakeshorelearning.com

PRICING: 7% Percentage Discount on Educational Materials and
Elementary Educational Materials.

TERMS: Net 30 Days

FOB Destination

DELIVERY: Free shipping (7-10 business days ARO).

FOR FURTHER INFORMATION CONTACT: Tomeka Price, VCA, Senior Buyer
Phone: 540-422-8353

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.