

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8354

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NOTICE OF CONTRACT RENEWAL

1. DATE: May 15, 2018
2. COMMODITY NAME: Painting Services
3. CONTRACT NUMBER: 91-17ksc (Riding PWCPS R-BB-16037-01)
4. CONTRACT PERIOD: June 15, 2016 to June 30, 2017
Renewal #1: June 15, 2017 to June 30, 2018
Renewal #2: June 15, 2018 to June 30, 2019
5. RENEWAL OPTIONS: Five (5) One (1) yr. renewal options.
6. CONTRACTOR: Primary Ventures Inc.
7226 Nathan Court
Manassas, VA, 20109
PH (703) 257-6488 FX (703) 257-6491
julie@primaryventures.net
7. TERMS: Net 30 days
8. FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley, Senior Buyer
PH: (540) 422-8354
Kathy.stanley@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, 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 Prince William County Public Schools.
6. Pricing: See Below.

PAINTING SERVICES
 91-17ksc
 Riding, PWCPs #R-BB-18037-01-R1
 Primary Ventures, Inc.

Scope: Labor rates are paid on the basis of productive time at the job site.
 Materials Mark-up/New Equipment Administrative Fee: 6%
 Equipment Rental Administrative Fee: 7%
 Subcontracting Mark-up: None

Item	Description	Unit of Issue	Unit Price
1.	Labor Rate, Painter Regular Hours (Mon.- Fri. 7:00 a.m. to 4:00 p.m.)	Hour	\$18.00
2.	Labor Rate, Painter Helper Regular Hours (Mon.- Fri. 7:00a.m. to 4:00p.m.)	Hour	\$7.25
Response Time: 3 Days			

Scope of Work: The contractor shall furnish all labor, supervision, equipment, tools, materials, resources and workmanship as required to provide "As-Needed" Painting Services on interior and exterior structures.

All work shall be scheduled with the Project Manager at least seventy-two (72) hours before work begins.

Materials – Owner reserves the right to specify precisely the types of materials to be utilized. The Contractor shall provide Owner with invoices for materials used.

Tools and Equipment: All tools and equipment used in the performance of the work (i.e. brushes, rollers, sanders, drop cloths, sandpaper, hand tools, etc.) shall be provided by the Contractor and included in the hourly rate unit prices as overhead.

Solvents - When using solvents for cleaning brushes, or using other chemicals, the Contractor is required to capture or save the used chemicals for disposal as hazardous waste. The cost of disposal is entirely the responsibility of the Contractor. At no time shall the Contractor improperly dispose of solvents or chemicals by dumping them into the sewer system or on the ground.

Cost Proposals – Prior to the commencement of work on any non-emergency requirements, the Owner will provide a statement of work required, an outline specification of essential materials, and sketches/drawings if available. The Owner will request that the Contractor prepare a written firm Fixed Price Cost Proposal containing the following:

A clear and specific statement of the entire scope of work covered in the Proposal with reference to the school building with name and address. Also, a statement of colors to be used with specific reference to room, office, floor, hallway, school or building.

A statement of the hourly rate for services cost of materials to be used and the contract number.

A statement of labor and material costs for each of the major elements of work. Labor costs shall be Based on the approved contract rate for each class of employee.

A list of proposed subcontractors.

A signed statement confirming that the Contractor has visited the site prior to preparing the estimate and is thoroughly familiar with the site and scope of work.

The number of calendar days required to complete the work after authorization.

All proposals shall be signed by the Contractor.

The completed Cost Proposal shall be signed and dated by the Contractor and returned to the Project Manager for review within three (3) working days after request by the Owner. Work shall be performed only after issuance of a valid purchase order based on the Contractors Cost proposal.