

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: 540.422-8354

Fax: 540.422-8355

NOTICE OF CONTRACT RENEWAL

DATE: June 10, 2016

COMMODITY NAME: Playground Equipment, Surfacing, Site Furnishings
And Related Products/Services

CONTRACT NUMBER: NCPA 10-01

CONTRACT PERIOD: June 1, 2016 – July 31, 2017

RENEWALS: None Remaining

CONTRACTOR(S):

V/N: 636621 Landscape Structures
601 7th Street
Delano, MN 55328
Phone: 763-972-5243
Fax: 763-972-3185
E-Mail: elaineharkess@playlsi.com
Website: playlsi.com

TERMS: NET 30 Days

FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley, CPPB, Senior Buyer
Phone: 540-422-8354
kathy.stanley@fauquiercounty.gov.

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 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 fax or courier.
5. Pricing/How to Order: See contract details on the NCPA website: www.ncpa.us Click on find a vendor and scroll down until you see Landscape Structures and click on their name. All contract information is located here, contract documents may be found under the tab titled, “Due Diligence.”