

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8350

Fax: (540) 422-8355

NOTICE OF CONTRACT

1. DATE: April 16, 2019
2. COMMODITY NAME: Facilities Management Products and Solutions (to include medical and janitorial supplies)
3. CONTRACT NUMBER: R-BB-19002 (Riding Omnia Partners)
4. SUPERCEDES: 46-16shc
5. CONTRACT PERIOD: December 13, 2018 through October 31, 2023
6. RENEWAL OPTIONS: Two additional two (2) year renewals
7. CONTRACTOR: Cintas Corporation 6800 Cintas Blvd.,
Mason OH 45040

Contact Mark Mills
Office: 540-825-2300 ext. 52362
Cell: 540-222-9032
8. TERMS: Net 30 days
9. DELIVERY: F.O.B Destination
10. FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley
PH (540) 422-83534
11. 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) 422-8353 or (540) 422-8354. Please contact Mark Mills with Cintas for Pricing.
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. Renewals: As stated on the face of this notice, there are two (2) two-year terms 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 thirty days in advance of the expiration date of the current term.
6. Revisions/Additions to Contract: Any modifications made to this contract must be authorized by the Procurement Supervisor and issued as a written amendment to the contract.
7. Price Adjustments: Contract prices may 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.