

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 AWARD**

1. DATE: August 17, 2021
2. COMMODITY NAME: Electrical Maintenance Supplies
3. CONTRACT NUMBER: Riding UVA-AGR-MAINT-00379
4. CONTRACT PERIOD: Date of Award through March 26, 2026
5. RENEWAL OPTIONS: One (1) additional five (5) year renewal
6. CONTRACTOR:  
VN: 649458 Capital Tristate known as Capital Lighting and Supply, LLC  
DBA as Capital Electric  
2390 Hunters Way  
Charlottesville, VA 22904-4202  
  
Rep: Chuck Green (434)293-8117
8. TERMS: Net 45 days
9. FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley  
PH: (540) 422-8354  
Email: [kathy.stanley@fauquiercounty.gov](mailto: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 422-8352.
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. Vendor shall provide and deliver Building and Maintenance Supplies on an as needed basis. Freight included except for non-stock and special orders. No restocking fees, except for special order items.
6. Renewals: As stated on the face of this notice, no renewal options remain 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, before the expiration date of the current term. Fauquier's decision can only be executed after UVA execution of a renewal of the contract.
7. Pricing: By Reference # UVA-AGR-MAINT-00379