

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

NOTICE OF CONTRACT RENEWAL

1. DATE: August 1, 2018
2. COMMODITY NAME: Food- Fresh Bread
3. CONTRACT NUMBER: 11-19tpc (Rider, PWCS Contract #R-BB-18034)
4. SUPERCEDES: 09-16ck (Riding PWCS Contract #RNM-12050)
5. CONTRACT PERIOD: August 1, 2018 through July 31, 2023
6. RENEWAL OPTIONS: Two (2), 2-year renewals remaining.
Renewal # 1 August 1, 2023 through July 31, 2025
Renewal # 2 August 1, 2025 through July 31, 2027
7. CONTRACTOR: H&S Distribution, LLC.
Attn: Cinnamon O'Connor
coconnor@schmidt baking.com
601 South Caroline Street
Baltimore, MD 21231
410-668-8200, Ext 5625 (PH)
410-882-2051 (FX)
8. TERMS: Net thirty (30) days from receipt of authorized invoice.
9. DELIVERY: Per Order Placement Schedule
Schools: Between 7:00 a.m. and 1:30 p.m.
F.O.B. Destination
10. FOR FURTHER INFORMATION CONTACT: Andy Johnson
Procurement Officer I
PH (540) 422-8351
andy.johnson.fin@fauquiercounty.gov
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 below 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. A Blanket Purchase Order may be utilized, with internal release numbers, for user convenience.
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. The Contractor shall issue credit due for unsatisfactory/poor product with user representatives.
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. Pricing: As noted herein/attached hereto. All pricing includes freight and all charges that may be incurred in fulfilling the terms of this contract.
6. Renewals: As stated on the face of this notice, two (2), 2-year renewals exist 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, and after PWCPs has renewed their contract, approximately sixty days in advance of the expiration date of the current term.
7. Price Adjustments: Changes to prices will be negotiated as specified in the contract documents, during the contract renewal period. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
8. Deliveries:
 - A. Delivery times shall be between 07:00 a.m. and 1:30 p.m. Delivery after this time frame may result in no one available at the school to take delivery.
 - B. If an item is not delivered on the scheduled day due to a shortage, a reship delivery will be made the following day unless otherwise specified by the Cafeteria Manager.

<u>Contract Item #:</u>	<u>Description of Item:</u>	<u>2023-2024 PRICE:</u>
660149	White Wheat Sub Rolls	\$3.60
771045	White Wheat Hamburger Rolls	\$ 2.00
771046	White Wheat Hot Dog Rolls	\$ 2.00
510717	Wheat English Muffins	\$1.55
770215	White Wheat Dinner Rolls	\$2.40
51155	Whole Grain Kaiser Rolls	\$2.30
511039	Whole Grain white Wheat Sandwich Bread	\$2.25

Delivery Addresses and Times:

1. Delivery times shall be between 07:00 a.m. and 1:30 p.m. Delivery after this time frame may result in no one available at the school to take the delivery.
2. If an item is not delivered on the scheduled day due to a shortage, a reship delivery will be made the following day unless otherwise specified by the Cafeteria Manager.