

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

Procurement Division
320 Hospital Drive Ste. 23
Warrenton, VA 20186
Phone: (540) 422-8353 Fax: (540) 422-8355

NOTICE OF CONTRACT AWARD

DATE: July 30, 2021

COMMODITY NAME: Furniture, Furnishings and Services

CONTRACT NUMBER: 230301 TIPS

CONTRACT PERIOD: May 30, 2023- May 31, 2028

RENEWALS REMAINING: Option to renew for one (1) additional one-year optional extension period.

CONTRACTOR: Hertz Furniture Systems LLC
170 Williams Drive,
Suite 201
Ramsey NJ, 07446

CONTACT: Marvin Stiefel - Regional Sales Manager
O: 800-526-4677 x 1161
C: 201-913-5161 and 201-638-1342
marvin@hertzfurniture.com

VENDOR NUMBER: 644362

TERMS: Net 30

DELIVERY: F.O.B. Destination

FOR FURTHER INFORMATION CONTACT: Rachel Cuervo, P-Card Administrator/Buyer
PH: (540) 422-8353
Rachel.Cuervo@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 goods and 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. Blanket Purchase Order: Blanket Purchase Orders may be issued to cover purchases during the fiscal year to expedite the order under this contract. If using a P-Card PO is not necessary as P-Card purchases do not draw down on POs.
3. The contract number, department number, vendor number, total dollar amount, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
4. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.
5. 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.
6. Catalogs: Catalogs are available online at [Hertz Furniture Catalog](#). Our account manager is listed above. For quotes reach out to Marvin Stiefel directly. You may also call Rachel Cuervo 540-422-8353 in Procurement for assistance.