

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 422-8353

Fax: (540) 422-8355

NOTICE OF CONTRACT

1. DATE: March 21, 2023
2. COMMODITY NAME: Custodial Supplies and Related Products and Services
3. CONTRACT NUMBER: 38-23RCC
4. CONTRACT PERIOD: March 21, 2023 through March 20, 2024
5. RENEWAL OPTIONS: Four (4), one-year renewals
6. CONTRACTOR(S):  
Primary:  
Miller's Supplies at Work  
8600 Cinder Bed Rd.,  
Lorton, VA 22079  
PH: 703-644-2200 ext 4451  
Contact: Craig Church  
[cchurch@millersoffice.com](mailto:cchurch@millersoffice.com)  
Secondary:  
Abel Industries, Inc.  
16815 Interstate Drive  
Dumfries, VA 22026  
PH: 703-550-9446      FX: 703-385-0096  
Contact: Vicky Lutman      Cell: 703-231-6090  
[vlutman@abelsupply.com](mailto:vlutman@abelsupply.com)
8. TERMS: Net 45 days
9. DELIVERY: As Needed/Scheduled
10. FOR FURTHER INFORMATION CONTACT: Rachel Cuervo  
PH: (540) 422-8353  
[rachel.cuervo@fauquiercounty.gov](mailto: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 services listed by issuing FCG&PS Purchase Orders or P-Card purchase 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 of goods provided, 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. Use of Contract by Other Political Jurisdictions: This clause is contained in RFP 38-23RC, which became this contract. This contract may therefore be extended to Northern Virginia, Metropolitan Washington Council of Governments jurisdictions and other jurisdictions and Political Subdivisions of the Commonwealth of Virginia with the authorization of the Contractor. FCG&PS acts only as the “Contracting Agent” for these jurisdictions and political subdivisions.