

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

**PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8354

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**NOTICE OF CONTRACT RENEWAL**

1. DATE: November 10, 2021
2. COMMODITY NAME: Gate & Lock Annual Maintenance - ADC
3. CONTRACT NUMBER: SS42-18ksc
4. CONTRACT PERIOD: November 14, 2017 – December 21, 2021  
*Renewal # 1* December 21,2021 – November 14, 2026
5. RENEWAL OPTIONS: Five renewal options  
11-10-21 This is the first and final renewal option on this contract
6. CONTRACTOR: Jailcraft Inc.  
11521 Cronridge Drive, Suite F  
Owings Mill Md 21117
8. TERMS: Net 45 days
10. FOR FURTHER INFORMATION CONTACT: Kathy Stanley, CPPB,  
Senior Buyer  
PH (540) 422-8354

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 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 services performed and approval of contractor’s invoice is the responsibility of the receiving using department.
4. COMPENSATION: The Contractor will pay and the Owner will accept in full consideration for the performance during the Contract term seven thousand six Hundred dollars (\$7,600.00) per year, as set forth in the contract documents
5. Any complaint as to quality of 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.
6. Renewals: As stated on the face of this notice, this is the first and final renewal option remaining on this contract.
7. Price Adjustments: Changes to contract prices will 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.