

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

NOTICE OF CONTRACT RENEWAL

DATE: September 20, 2023

COMMODITY NAME: Vending Machine Services

CONTRACT NUMBER: 51-20ksc (*Riding Louisa County Contract CA 20-01*)

CONTRACT PERIOD: Date of Award through September 30, 2020

Renewal #1 September 30, 2020 - September 30, 2021

Renewal #2 September 30, 2021 - September 30, 2022

Renewal #3 September 30, 2022 - September 30, 2023

Renewal #4 September 30 2023- September 30, 2024 (*Final Renewal*)

RENEWAL OPTIONS: Four (4) one (1) year renewals

CONTRACTOR:

VN 640515

CRH Catering Company

10444 Lakeridge Parkway

Ashland, VA 23005

PH 804-264-1916

ATIN: Tom Campbell

tcampbell@crh-catering.com

TERMS:

Net 30 days

FOR FURTHER INFORMATION CONTACT: Megan Roberts

Procurement Officer, III

PH (540) 422-8348

megan.roberts@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 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 on completion of services, 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. **Pricing:** Commission of (15%) to the Owner for all vending products sold.

County commission goes to Working Together Committee.

Parks & Recreation Community Centers/Pools goes to Parks & Recreation

School Commission goes to the individual school
6. **Renewal:** As stated on the face of this notice, one (1), one-year renewal options are on this contract. The decision as to whether to exercise the renewal option will be made after COVA renews and then by the Contract Officer, with input requested from the using departments, prior to the expiration date of the current term.

Facility Locations

The Owner reserves the right to add or delete locations during the term of the contract.

1	Extension Office 24 Pelham Street Warrenton, VA 20186	Front Lobby	
2	Sheriff's Department 78 W. Lee Warrenton, VA 20186	Basement of 911 Hallway	
		2 nd Floor Hallway	
		2 nd Floor Front Lobby	
3	Detention Center 50 Lee Street Warrenton, VA 20186	Hallway	
4	Old Courthouse - General District Court 6 Court Street Warrenton, VA 20186		Soda Machine (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
5	Alice Jane Childs Office Building 320 Hospital Dr. Warrenton, VA 20186	4 th Floor	Soda Machine (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
		1 st floor	
		Basement	Soda Machine (w/bill changer)
			SMGF Candy/Snack Machine (w/bill changer)
6	Environmental Services 6438 College St. Warrenton, VA 20186		
7	Warrenton Community Center 430 E. Shirley Ave. Warrenton, VA 20186		SMGF Candy/Snack Machine (w/bill changer)
		Bldg. B - Hallway	Soda Machine (w/bill changer)
		Rear Entrance of Adult Day Care	SMGF Candy/Snack Machine (w/bill changer)
8	New Courthouse 40 Culpeper St. Warrenton, VA 20186	2 nd Floor Lee Street Entrance	SMGF Candy/Snack Machine (w/bill changer)
9	Harvey L Peason National Guard Armory 692 Waterloo Rd. Warrenton, VA 20186	Drill Hall	
10	James G. Brumfield Elementary School 550 Alwington Blvd. Warrenton, VA 20186	Teacher's Lounge	SMGF Candy/Snack Machine (w/bill changer)
11	Mary Walter Elementary School		

	4529 Morrisville Rd Bealeton, VA 22712	Inner Teacher Lounge	SMGF Candy/Snack Machine (w/bill changer)
12	Marshall Middle School 4048 Zulla Road The Plains, VA 20198		Soda Machines (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
13	Cedar Lee Middle School 11138 Marsh Rd Bealeton, VA 22712	Teacher's Lounge	SMGF Candy/Snack Machine (w/bill changer)
14	Warrenton-Fauquier Airport 5075 Airport Road Midland, VA 22728	Hallway	Soda Machines (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
15	Marshall Community Center 4133-A Rectortown Road Marshall, VA 20115		SMGF Candy/Snack Machine (w/bill changer)
16	Vint Hill Community Center 4235 Aiken Drive Warrenton, VA 20187		(2) SMGF Candy/Snack Machine (w/bill changer)
17	M. M. Pierce Elementary School 12074 James Madison St, Remington, VA 22734	Teacher's Lounge	SMGF Candy/Snack Machine (w/bill changer)
18	Grace Miller Elementary School 6248 Catlett Rd Bealeton, VA 22712	Teacher's Lounge	SMGF Candy/Snack Machine (w/bill changer)
19	Taylor Middle School 350 E Shirley Ave Warrenton, VA 20186	Teacher's Lounge	(2) Soda Machines (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
20	H. M. Pearson Elementary 9347 Bastable Mill Road Catlett, VA 20119		(1) Soda Machines (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)
21	Greenville Elementary 7389 Academic Ave Nokesville, VA 20181		SMGF Candy/Snack Machine (w/bill changer)
22	Fauquier High School 705 Waterloo Rd Warrenton, VA 20186		(5) SMGF Candy/Snack Machine (w/bill changer)
23	Kettle Run High School 7403 Academic Ave Nokesville, VA 20181		
24	Warrenton Middle School 244 Waterloo St. Warrenton, VA 20186		(1) Soda Machines (w/bill changer) (1) SMGF Candy/Snack Machine (w/bill changer)
25	Claude Thompson Elementary 3284 Rectortown Rd, Marshall, VA 20115		1 Soda Machines (w/bill changer) 1 SMGF Candy/Snack Machine (w/bill changer)
26	W. G. Coleman Elementary 4096 Zulla Rd, The Plains, VA 20198		Soda Machines (w/bill changer) SMGF Candy/Snack Machine (w/bill changer)



COUNTY OF LOUISA
Finance Department

Transmitted via e-mail

July 20, 2022

CRH Catering Company, (nc.
Attn: Catherine Pierce
10444 Lnkeridge Parkway
Ashland, VA 23005
call cpierce@crh-catering.com

Re: **CONTRACT RENEWAL**
"RFP # CA-20-01 for Vending Services"

Dear Ms. Pierce:

The current awarded period on the above referenced contract is due to expire **October 14, 2022**. There is a provision for an extension in this contract. The County of Louisa wishes to renew the contract, at the adjusted tenns, for an additional **one (1) year period**. I am inquiring to see if you would be interested in extending the contract noted above. Please annotate page 2 of this letter, with your signature and date, as to whether you are interested in extending the contract until October 14, 2023. I will need the signed letter returned to my attention, not later than **August 24, 2022**.

Soft Drinks & Water	\$1.75
Juice	\$2.00
Energy	\$3.00
LSS	\$1.10
Candy	\$1.50
Pastrv	\$1.50
Crackers	\$0.75