

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
PROCUREMENT DIVISION**

320 Hospital Drive, Suite 23 Warrenton,
Virginia 20186

Phone: 540.422-8354

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NOTICE OF CONTRACT RENEWAL

DATE: August 16, 2021

COMMODITY NAME: Facility Signage – Parks & Recreation

CONTRACT NUMBER: 59-19jwc

CONTRACT PERIOD: Date of Award – June 3, 2019 – June 2, 2020
1st Renewal: June 3, 2020 – June 2, 2021
2nd Renewal: June 3, 2021– June 2, 2022

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

CONTRACTOR:

V/N: 651937

Acorn Sign Graphics, Inc.
4100 West Clay Street
Richmond, VA 23230
Adam Canady
Phone: 804-726-6999
Email: Adamc@acornsign.com

TERMS: Net 30 days

FOR FURTHER INFORMATION CONTACT: Kathy Stanley, Senior Buyer, CPP,
CPPB Phone: 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) 422-8352 or 8351.
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.
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 fax or courier.
5. Renewals: As stated on the face of this notice, four (4) one -year renewals remain 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 department, approximately sixty (60) days in advance of the expiration date of the current term.
6. Price Adjustments: Changes to the firm, fixed prices as stated herein 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.
7. Price: See attached

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
 INVITATION FOR BID (IFB) #59-19jw
 BID FORM
 (Page 2 of 2)**

REMINDER: Bidders **are** required to bid on all signs to be considered;

1. Firm, fixed price for the signs, inclusive of delivery, as described herein and listed below:

<u>ITEM</u>	<u>QUANTITY</u>	<u>COST EACH</u>
FACILITY IDENTIFICATION SIGN (<i>Reference 2.B</i>):		
Riverside Preserve	1	\$ 4,221.35
FACILITY IDENTIFICATION SIGN (<i>Ref 2.B</i>):		
John Marshall Birthplace Park/ Commemorative Monument and Trail	1	\$ 4,221.35
MAIN ENTRANCE IDENTIFICATION SIGN (<i>Ref 2.C</i>):		
Rappahannock Station Battlefield Park/Civil War Interpretive Trail	1	\$ 9,702.52
MAJOR KIOSK (<i>Reference 2.D</i>):		
Located at Upperville	1	\$ 10,183.89
MINOR KIOSK (<i>Reference 2.E</i>):		
Located at Riverside	1	\$ 6,947.41
PEDESTRIAN IDENTIFICATION SIGN (<i>Reference 2.F</i>):		
Whippoorwill Greenway, Lake Whippoorwill Section	1	\$ 2,115.82
STREET SIGNS (non-911) (<i>Reference 2.G</i>):		
Schoolhouse Rd.	1	\$ 367.59
Bowens Run Greenway	1	\$ 367.59
Lake Dr.	1	\$ 367.59
Vint Hill Greenway	1	\$ 367.59
TOTAL BID COST		\$ 38,862.70

RETURN THIS PAGE