

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive, Suite 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

NOTICE OF CONTRACT Renewal

DATE: March 28, 2024

COMMODITY NAME: OEM School Bus Parts &

Service (Automotive and Vehicle

Parts and Repairs)

CONTRACT NUMBER: #72-24mrc

Original CONTRACT PERIOD: Date of Award through October 31, 2024

RENEWAL OPTIONS: 4 Remaining One (1) year

renewal options available.

CONTRACTOR:

Highway Motors Inc.

5307 Peters Creek Road

Roanoke, VA 24019

Adam Rust, Parts Manager: 540-441-3455 or

arust@highwaymotors.biz

TERMS: Net 45 days

DELIVERY: As Required

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 exception to this shall be the use of the pre-approved utilities voucher by the Contract Administrator only. 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 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 email, fax or courier.
5. Renewals: As stated on the face of this notice, there are four (4) renewals on this contract.
6. Price:

| <u>EQUIPMENT OEM PARTS BRANDS:</u> | <u>DISCOUNT:</u> |
|---|---|
| IC bus | 10% discount from national fleet price |
| International trucks | 10% discount from national fleet price |
| <u>ENGINE AND TRANSMISSION OEM BRANDS:</u> | <u>DISCOUNT:</u> |
| Complete Navistar Engine Assemblies | National Fleet Price |
| Complete Cummins Engine Assemblies | 18% discount from list price |
| Allison transmission | 25% discount from manufacturer’s list price |
| Cummins engine | 24% discount from manufacturer’s list price |
| Navistar engine | 10% discount from National Fleet Price |
| <u>AFTERMARKET PARTS:</u> | |
| Aftermarket heavy duty truck parts | National fleet price |
| Heavy duty brake parts | National fleet price |

CONTRACT PERIOD: Date of Award through October 31, 2024. This Contract may be extended up to five

7. Fauquier County’s Point of Contact is Jeff Swidrack 540-422-8474 or Jeff.Swidrak@fauquiercounty.gov

