



FLUVANNA COUNTY BOARD OF SUPERVISORS

REGULAR MEETING AGENDA

Fluvanna County Library,
214 Commons Blvd. Palmyra, VA 22963
June 7, 2023 at 5:00 pm

TAB AGENDA ITEMS

1 - CALL TO ORDER

2 - PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

3 – ADOPTION OF AGENDA

4 – COUNTY ADMINISTRATOR’S REPORT

5 – PUBLIC COMMENTS #1 (5 minutes each)

6 – PUBLIC HEARING

7 – ACTION MATTERS

- A Special Deputy County Attorney Temporary Hire – Eric Dahl, County Administrator
- B County Attorney Employment Agreement – Eric Dahl, County Administrator
- C FY23 CSA Purchase of Services Supplemental Budget Appropriation – Bryan Moeller, CSA Program Manager
- D Jaunt FY24 Funding – Eric Dahl, County Administrator
- E Removal of Illegal Signs from the VDOT Right of Way – Eric Dahl, County Administrator

7A – APPOINTMENTS

- F Board, Commission, and Committee Appointments – Eric Dahl, County Administrator

8 – PRESENTATIONS (normally not to exceed 10 minutes each)

- G VDOT Quarterly Report – Scott Thornton, VDOT Residency Administrator

9 – CONSENT AGENDA

- H Minutes of May 17, 2023 – Caitlin Solis, Clerk to the Board
- I Accounts Payable Report for April 2023 – Tori Melton, Director of Finance
- J FY23 Circuit Court Technology Trust Fund Supplemental Appropriation – Tristana P. Treadway, Clerk of the Circuit Court
- K FY21 Facilities Department Insurance Claim – 2015 Chevrolet Silverado 2500 VIN# 1223 – Tori Melton, Director of Finance
- L FY21 Facilities Department Insurance Claim – 2016 Ford Transit VIN# 1585 – Tori Melton, Director of Finance
- M FY23 – 5725 James Madison Hwy Insurance Claim – Tori Melton, Director of Finance
- N FY23 – 11206 West River Rd Insurance Claim – Tori Melton, Director of Finance
- O FY23 – 14567 James Madison Hwy Insurance Claim – Tori Melton, Director of Finance

Fluvanna County is committed to providing an excellent quality of life for our citizens and businesses through the efficient delivery of core services and programs, while preserving the unique identity and rural character of the County.

- P FY23 Sheriff Department Insurance Claim – 2019 Dodge Charger VIN# 2557 – Tori Melton, Director of Finance
- Q FY23 Sheriff Department Insurance Claim – 2020 Dodge Charger VIN# 0854 – Tori Melton, Director of Finance
- R FY23 Treasurer’s Office Supplemental Appropriation – Tori Melton, Director of Finance
- S 2023 Ambulance Purchase Agreement – Tori Melton, Director of Finance
- T R. K. Chevrolet Vehicle Purchase Agreement – Tori Melton, Finance Director
- U Stretcher Contract – Tori Melton, Finance Director
- V Vision Government Solutions Contract – Eric Dahl, County Administrator
- W Park Maintenance Worker Full-Time Job Description – Donna Snow, Director of Human Resources
- XYZ Small Business Development and Tourism Specialist Position Description – Donna Snow, Director of Human Resources
- A Assistant County Administrator Position Description Upgrade – Donna Snow, Director of Human Resources
- B Approval of FY24 CSA Provider Agreement – Bryan Moeller, CSA Program Manager
- C CRMF - Central Elementary Sewer Pipe Replacement – Don Stribling, FCPS Executive Director
- D CRMF - FMS HVAC Repair – Don Stribling, FCPS Executive Director

10 – UNFINISHED BUSINESS

TBD

11 – NEW BUSINESS

TBD

12 – PUBLIC COMMENTS #2 (5 minutes each)

13 – CLOSED MEETING

TBD

14 – ADJOURN



County Administrator Review

PLEDGE OF ALLEGIANCE

I pledge allegiance, to the flag,
of the United States of America,
and to the Republic for which it stands,
one nation, under God, indivisible,
with liberty and justice for all.

GENERAL RULES OF ORDER

1. It shall be the duty of the Chairman to maintain order and decorum at meetings. The Chairman shall speak to points of order in preference to all other members.
2. In maintaining decorum and propriety of conduct, the Chairman shall not be challenged and no debate shall be allowed until after the Chairman declares that order has been restored. In the event the Board wishes to debate the matter of the disorder or the bringing of order; the regular business may be suspended by vote of the Board to discuss the matter.
3. No member or citizen shall be allowed to use defamatory or abusive language directed at any member of the Board or other person, to create excessive noise, or in any way incite persons to use such tactics. The Chair shall be the judge of such breaches, however, the Board may by majority vote of the Board members present and voting to overrule the judgment of the Chair.
4. When a person engages in such breaches, the Chairman shall order the person's removal from the building, or may order the person to stand silent, or may, if necessary, order the person removed from the County property.

RULES OF PROCEDURE FOR PUBLIC HEARINGS

1. PURPOSE
 - The purpose of a public hearing is to receive testimony from the public on certain resolutions, ordinances or amendments prior to taking action.
 - A hearing is not a dialogue or debate. Its express purpose is to receive additional facts, comments and opinion on subject items.
2. SPEAKERS
 - Speakers should approach the lectern so they may be visible and audible to the Board.
 - Each speaker should clearly state his/her name and address.
 - All comments should be directed to the Board.
 - All questions should be directed to the Chairman. Members of the Board are not expected to respond to questions, and response to questions shall be made at the Chairman's discretion.
 - Speakers are encouraged to contact staff regarding unresolved concerns or to receive additional information.
 - Speakers with questions are encouraged to call County staff prior to the public hearing.
 - Speakers should be brief and avoid repetition of previously presented comments.
3. ACTION
 - At the conclusion of the public hearing on each item, the Chairman will close the public hearing.
 - The Board will proceed with its deliberation and will act on or formally postpone action on such item prior to proceeding to other agenda items.
 - Further public comment after the public hearing has been closed generally will not be permitted.

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**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB A

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Special Deputy County Attorney Appointment				
MOTION(s):	I move the Board of Supervisors ratify the appointment of Frederick W. Payne, a temporary employee for Fluvanna County, reclassifying the appointment from County Attorney to Special Deputy County Attorney, representing the County during the Board of Supervisors and Planning Commission meetings and other meeting preparation as required, effective June 5, 2023 through June 30, 2023.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approval				
TIMING:	Effective June 5, 2023				
DISCUSSION:	<p>Frederick W. Payne is retiring from the private practice of law and will not be a partner in the law firm of Payne & Hodous, L.L.P. from and after May 1, 2023. He has agreed to assist the County and be hired as a temporary County Attorney employee from May 1, 2023 to June 4, 2023 and as a Special Deputy County Attorney from June 5, 2023 to June 30, 2023 at a rate of \$3,000.00 per month. This position reclassification is needed, due to the County hiring a new County Attorney effective June 5, 2023. Mr. Payne will continue to provide legal counsel in an oversight capacity, attend Board of Supervisors and Planning Commission meetings, assist the new County Attorney during the transition, take part in some pre and post meeting preparation and advise the Deputy and Assistant County Attorney's with Payne & Hodous, L.L.P., d/b/a DeLoria & Hofmann LLP.</p>				
FISCAL IMPACT:	The \$3,000 should not require a cost increase, since the revised Deputy and Assistant County Attorney Services Agreement will now have a reduction of \$10,000 per month flat fee for "Routine Services".				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				

ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB B

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	County Attorney Employment Agreement				
MOTION(s):	I move the Board of Supervisors ratify the Employment Agreement for Daniel N. Whitten for appointment as Fluvanna County Attorney, effective June 5, 2023.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	Employment Agreement for the new County Attorney Daniel N. Whitten, effective June 5, 2023, following the retirement of County Attorney Frederick W. Payne. Mr. Payne will stay on with the County until June 30, 2023 as Special Deputy County Attorney to aid in the transition.				
FISCAL IMPACT:	The newly formed in-house County Attorney department was budgeted for in FY24. Some additional funding may be required for FY23 and that would be brought back to the board by the July meeting.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Employment Agreement				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X			X	X

**COUNTY OF FLUVANNA
EMPLOYMENT AGREEMENT
COUNTY ATTORNEY**

THIS AGREEMENT made and entered into this ____ day of _____, 2023, by and between the Board of Supervisors of Fluvanna County, Virginia, (“Employer”), party of the first part, and Daniel N. Whitten (“Employee”), party of the second part:

WITNESSETH:

WHEREAS, Employer desires to employ Daniel N. Whitten as County Attorney of Fluvanna County, Virginia (the “County”) under the terms and conditions provided for in Title 15.2 of the Code of Virginia, 1950, as amended, and this Agreement; and

WHEREAS, the Employer wishes to provide certain benefits and certain conditions of employment in order to:

- A. Secure and retain the services of Employee and to provide inducement for him to remain in such employment;
- B. Make possible full work productivity by assuring Employee’s morale and peace of mind with respect to future security; and
- C. Provide a just means for terminating Employee’s services at such time as he may be unable to fully discharge his duties or when Employer may otherwise desire to terminate his employ; and
- D. Provide for a just notification and/or compensation to the Employer if the Employee voluntarily resigns for other employment elsewhere.

WHEREAS, Employee desires to be the Fluvanna County Attorney (the “County Attorney”) and accepts all duties and responsibilities of such position as provided by law and pursuant to the terms of this Agreement.

NOW THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

SECTION 1: DUTIES

Employer hereby agrees to employ Daniel N. Whitten as Fluvanna County Attorney to perform the functions and duties specified in Title 15.2 of the Code of Virginia, 1950, as amended, and The Fluvanna County Code and to perform other legally permissible and proper duties and functions as the Employer shall from time to time assign.

Employee agrees to serve as Fluvanna County Attorney and to perform the functions and duties specified in Title 15.2 of the Code of Virginia, 1950, as amended, and to perform other legally permissible and proper duties and functions as the Employer shall from time-to-time assign. Furthermore, the Employee shall:

- A. Perform all functions of the job and demonstrate all required knowledge, skills and abilities as described in the "Job Description" attached hereto as Exhibit 1;
- B. Refrain from engaging in the private practice of law for third-party clients and shall devote his entire professional service to Employer;
- C. Endeavor to promptly address any issue brought before him;
- D. Attend all meetings of the Board of Supervisors of Fluvanna County, the Planning Commission and the Board of Zoning Appeals;
- E. Attend all such meetings of Employer's various boards and commissions as may be necessary and as requested by the Board or County Administrator;
- F. Draft, or review and approve, all ordinances and legal documents considered by the Employer;
- G. Be on call 24-hours a day to advise the Employer and the County Administrator and any Department Head on legal issues of an emergent nature;
- H. Subject to the consent of the Commonwealth's Attorney pursuant to Code of Virginia Section 15.2-1542, prosecute violations of The Fluvanna County Code, with the exception of ordinance violations that are concurrently charged in conjunction with violations of state law, which shall be prosecuted by the Commonwealth's Attorney;
- I. Perform such other functions as may be assigned by Employer; and
- J. Conduct himself in compliance with all provisions of local, state and federal law and all ethical considerations, including without limitation those of the Virginia State Bar.

SECTION 2: TERM

Unless terminated earlier as provided herein, the term of this Agreement shall be for a period of one year commencing the 5th day of June, 2023, (the "Effective Date") and shall be automatically renewed thereafter in accordance with the provisions for reappointment contained in Title 15.2 of the Code of Virginia, 1950, as amended, on the same terms and conditions for successive one-year terms; provided that there shall be no automatic renewal of the terms hereof if the Employer shall notify the Employee of its intent not to renew the same by writing delivered to the Employee not less than 6 months prior to the expiration of the original or any subsequent term. Nothing contained herein shall prohibit the Employer from terminating the Employee at any time, with or without cause, subject only to Section 16 of this Agreement. The Employee serves at the pleasure of the Employer. It is expressly understood and agreed that nothing in this section shall be deemed to limit or otherwise affect the rights of the Employer or the Employee to terminate this Agreement in accordance with the provisions of Section 16 of this Agreement.

SECTION 3: COMPENSATION

For his services as County Attorney and for any other position he concurrently holds with Employer, Employer agrees to pay the Employee beginning on the Effective Date, an annual base salary, exclusive of benefits, of \$125,000 payable in installments as paid to other County employees, each such periodic payment to be as nearly equal as possible. The salary shall be subject to payroll deduction required by law or requested by Employee and determined to be available and proper.

In addition, Employer agrees to increase said base salary and/or other benefits of Employee in such amounts and to such extent as the Employer may determine desirable or appropriate based upon the performance evaluation process described in Section 4 of this Agreement.

SECTION 4: PERFORMANCE EVALUATION

The Board of Supervisors shall review and evaluate the performance of the Employee at least once annually in July in each succeeding year (the "Anniversary Date"). Said review and evaluation shall be in accordance with specific criteria developed jointly by the Employer and Employee. Said criteria may be added to or deleted from as the Employer may from time to time determine, in consultation with the Employee. Furthermore, the Chairman of the Fluvanna County Board of Supervisors shall provide the Employee with a written summary statement of the findings of Employer and an adequate opportunity for the Employee to discuss his evaluation with the Employer shall be provided.

Annually, the Board of Supervisors and the Employee shall define such goals and objectives as they deem necessary for the proper operation of the County and in the attainment of the Board's policy objectives and shall further establish a relative priority amongst these goals and objectives, said goals and objectives to be reduced to writing. As a part of the evaluation of the Employee, the Board of Supervisors shall consider the Employee's performance in working toward the attainment of these goals, objectives and priorities. These goals and objectives shall be generally attainable within the time limitations as specified and the annual operating and capital budgets and appropriations provided.

The performance evaluation as aforementioned will be used by the Employer in its discretion to determine whether or not the Employee is eligible for the annual base salary increases as provided in Section 3. The Employer may, by action taken at any meeting prior to the Anniversary Date, in its sole discretion, withhold or delay the base salary increases, wholly or in part, as it may determine to be appropriate based on Employee's performance evaluation.

Notwithstanding the foregoing or any provision of this Agreement to the contrary, Employee shall have a six (6) month probationary period beginning on the Effective Date. Such probationary period shall be as described in the Fluvanna County Personnel Policies Manual ("Personnel Policy").

SECTION 5: BENEFITS

Except as otherwise provided in this Agreement, Employee shall be entitled to the same fringe and other benefits provided other full time Employees of the Employer. All regulations and rules of Employer relating to vacation, sick leave, holidays, benefits and other matters, including without limitation the Personnel Policy, as they now exist or hereafter may be amended, also apply to Employee as they would to other employees of Employer except to the extent that such regulations or rules directly conflict with the provisions of this Agreement.

SECTION 6: ANNUAL LEAVE & SICK LEAVE

The Employee is employed by Employer as of the Effective Date. The Employee shall be entitled to leave in accordance with the provisions of the County's Personnel Policy for employees of the Employer with Employee's actual years of service to the County, as such increases annually; provided that Employee's right to take leave shall be done in a manner consistent with the exercise of his duties and shall be subject to the approval of the Employer, which approval shall not be

unreasonably withheld. The Employer shall grant annual leave in accordance with Section N of the Personnel Policy.

SECTION 7: INSURANCE, RETIREMENT

Employee shall be a participant in the Virginia Retirement System in accordance with State law, Section 5 of this Agreement and the County's Personnel Policy

Employer shall provide Employee with and pay the amount determined for other employees of the County for individual health, dental, and vision insurance if provided to other County employees. The Employee may purchase additional family coverage at his expense to the extent such coverage is made available to County employees under general policies of the County.

SECTION 8: HOURS OF WORK

The Employee, as County Attorney, is an exempt employee, who is expected to engage in those hours of work which are necessary to fulfill the obligation of his position of employment. It is recognized that the Employee must devote a great deal of time outside the normal office hours to the business of the Employer. Nonetheless, Employee shall to the greatest extent practicable endeavor to maintain regular office hours, Monday through Friday, 8:00 a.m. to 5:00 p.m. and at such times that he is not in his office or on vacation he shall remain accessible to Employer by cellphone, email or other communication media. Employee shall not be permitted to accumulate compensatory time and Employee shall not be entitled to any additional compensation for work performed after hours, on weekends or on holidays.

SECTION 9: AUTOMOBILE, CONTINUING EDUCATION, DUES & COMMUNICATION ALLOWANCE

The Employee shall use his personal vehicle for County business during and outside scheduled working hours. The Employer shall reimburse the Employee per the Personnel Policy and general rules of the County as set forth in Section 5 for expenses and mileage which are properly reimbursable. The County will provide a cellular telephone for Employee's use for official business. Additionally, the Employee may provide his own communication equipment such as home computer and home phone systems to be used to conduct and be of service for County business, but such shall be at Employee's sole expense. These amounts as provided in this Section 9 will be paid in the regular County installment.

SECTION 10: RESIDENCE

Employee and Employer agree that it would be ideal if Employee lived in the County and Employee agrees to consider relocating to the County, however such is not required as a condition of employment. Employee agrees that he shall maintain his residence no further than sixty (60) miles from the Fluvanna County Administration Building located at 132, Main Street, Palmyra, Virginia 22963, in the County of Fluvanna, Virginia, throughout his employment tenure with Employer.

SECTION 11: DUES AND SUBSCRIPTION

Employer agrees to budget and pay for the professional dues, continuing legal education, licensures, and subscriptions of Employee necessary for his full participation in the Virginia Local Government Attorneys Association and other related professional associations; provided that all such memberships, as well as the expenses provided for in Sections 12 and 13 hereinafter, shall be subject to the reasonable approval of the Employer.

SECTION 12: PROFESSIONAL DEVELOPMENT

Professional Association Memberships: Employer shall pay within the approved budget costs associated with the professional dues and subscriptions of the Employee necessary for continuation and full participation in national, regional, state, and local associations and organizations necessary and desirable for the Employee's continued professional participation, growth, and advancement, and for the good of the Employer.

Conference Expenses: Expenses incurred by Employee during his attendance at conferences, legislative hearings, or similar events or meetings shall be paid by the Employer in accordance with County policy and within the approved budget.

SECTION 13: BUSINESS EXPENSES

Actual and necessary expenses incurred by Employee in the discharge of official duties or in the performance of functions authorized by the Employer shall be reimbursed upon submission of receipts and reports of expenditures.

SECTION 14: INSURANCE

Employer shall bear the full cost of any malpractice or similar insurance under the County's insurance policies covering the Employee's actions in the course of his employment with Employer.

SECTION 15: OTHER TERMS AND CONDITIONS OF EMPLOYMENT

Employer, in consultation with Employee, shall fix any other terms and conditions of employment relating to the performance of Employee as it may determine reasonable from time to time, provided such terms and conditions are not inconsistent with or in conflict with the provisions of this Agreement, or any applicable law. In the event that any conflict of interest arises, Employee must immediately notify the Employer.

SECTION 16: TERMINATION

- A. At any time, Employee's employment may be suspended or terminated by a vote of a majority of the Board of Supervisors at a regular or special meeting; and such may be with or without cause.
- B. In the event the Employee voluntarily resigns his position with the Employer, the Employee shall give the Employer sixty (60) days' notice in advance, unless the

parties otherwise agree.

- C. If during the term of this Agreement, except during any probationary period, the Employee is terminated without cause, which shall include any termination of this Agreement on account of an election by the Employer not to renew this Agreement under Section 2 so long as such non-renewal is not for a stated cause, the Employee shall be entitled to severance pay equal to one (1) month base salary at the Employee's then current salary, not including benefits or allowances. He shall also be paid out any accrued leave to the date of such termination per the general Personnel Policy and employee policies of the County.
- D. In addition to the foregoing and not by way of limitation, Employee's employment may be suspended or terminated for cause for any substantial and material breach of the terms of this Agreement, including, but not limited to, use of intoxicants while on duty; serious neglect of duty, insubordination, incompetence or inefficiency in the performance of required job duties; use of offensive, abusive, threatening, coercive, indecent or discourteous language toward supervisors, other employees, or members of the public; intentional falsification of personnel records, time records, or any other County records or reports; substantial or intentional violation of any County policies including, but not limited to, sexual harassment; conviction of a felony, a crime involving moral turpitude or other crime adversely reflecting on Employee's fitness for his employment; and dishonesty in any form, including falsification of employment application or history. The Employer shall provide the Employee written notice of termination, including the reasons therefor, and shall provide Employee a reasonable opportunity to be heard with respect to such termination.
- E. At any time hereafter if Employee is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental incapacity, or health for a period of four successive weeks beyond any accrued sick leave and any statutorily permitted medical leave, either party shall have the option to terminate this Agreement subject to any rights of the Employee to any compensation for leave, if applicable, pursuant to the Personnel Policy, but Employee shall not be entitled to severance pay under Section 16(C) of this Contract.
- F. Notwithstanding the foregoing, nothing herein limits the rights of Employer to terminate the Employee during the probationary period pursuant to the Personnel Policy. In the event the Employee is terminated during the probationary period, then the Employee will not be entitled to severance pay under Section 16(C) of the Contract.

SECTION 17: INDEMNIFICATION

Employer, or its insurance carrier, shall defend and provide legal representation for Employee for any and all claims, proceedings or lawsuits, whether groundless or otherwise, related to or arising out of Employee's employment with Employer in accordance with Virginia Code Sections 15.2-1521.

SECTION 18: GENERAL PROVISIONS

- A. The text herein shall constitute the entire Agreement between the parties.
- B. This Agreement shall be binding upon and inure to the benefit of the heirs of Employee. This Agreement is not assignable by the Employee.
- C. This Agreement shall become effective commencing on the Effective Date.
- D. If any provision, or any portion thereof, contained in this Agreement is held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full force and effect.
- E. This Agreement shall be construed and governed in accordance with the laws of the Commonwealth of Virginia.
- F. This Agreement and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply.

IN WITNESS WHEREOF, the Board of Supervisors of Fluvanna County, Virginia has caused this Agreement to be signed and executed on its behalf by its Chairman and duly attested by the Board's Clerk, and the Employee has signed and executed this Agreement, both in duplicate, the day and year first above written, having approved the same and authorizing this Agreement and execution by resolution of the Board of Supervisors of Fluvanna County, duly adopted.

EMPLOYER:
BOARD OF SUPERVISORS OF
COUNTY OF FLUVANNA

EMPLOYEE:

BY:

Mozell H. Booker, Chairman




Daniel N. Whitten

Attest:

Approved as to Form:

BY:

Caitlin Solis
Clerk to the Board of Supervisors



Frederick W. Payne
County Attorney



Fluvanna County, Virginia
 Department of Finance
 Job Description

COUNTY ATTORNEY

Job Class #:	1001
Pay Grade:	33
Category:	Full-Time(with benefits)
FLSA Status:	Exempt
Reports To:	Board of Supervisors

SUMMARY

The Fluvanna County Attorney serves as the Chief Legal Officer and Counsel to the County of Fluvanna as provided in Virginia Code Sec. 15.2-1542. The Fluvanna County Attorney reports directly to and is responsible to, the Fluvanna County Board of Supervisors. The County Attorney serves at the pleasure of the Board of Supervisors and receives general supervision from the Board, and day-to-day guidance and direction from the County Administrator.

The Fluvanna County Attorney represents the County by providing timely legal services and advice to the Board of Supervisors, County Administrator, Constitutional Officers, Agency Heads, and Department Heads. The Fluvanna County Attorney also provides legal advice and consultation to all of the various boards, authorities, commissions, and other entities in and for Fluvanna County as needed; except that the County Attorney does not represent the School Board or the Economic Development Authority. The Fluvanna County Attorney performs complex legal work including the management and trial of complex civil litigation, works with insurance counsel and other outside counsel, including bond counsel, and reviews and prepares legal documents including, but not limited to, ordinances, legal opinions, and contracts. The Fluvanna County Attorney is the primary risk management officer for the County and works daily with leadership, staff, and citizens to resolve problems; provided that the County Attorney does not provide legal services to individual citizens.

ESSENTIAL FUNCTIONS

- This information is of a general nature and is not intended to be a comprehensive description of every duty.
- Advises the Planning/Zoning Department on land use and zoning issues including review and comment on plans and plans as needed.
 - Provides for drafting and applying the County Code, including the Zoning Ordinance and the Subdivision Ordinance, and enforcement of the Uniform Statewide Building Code.
 - Studies court decisions, and recommends changes in the wording of policies to conform to the law or to defend the County from unwarranted claims.
 - Advises the County Administrator and Director of Human Resources regarding employment matters and claims.
 - Negotiates, drafts, and reviews legal documents including without limitation contracts, purchasing agreements, easements, and other real estate matters.
 - Assists the County in acquisitions of real property including easements relating to public projects.
 - Gathers and analyzes evidence in cases and reviews pertinent decisions, policies, regulations, and other legal matters.
 - Represents the County in civil matters before all courts and other tribunals, including condemnation of

real estate, as necessary.

- Examines instruments and opinions prepared by other attorneys and advises public officials concerning real estate titles.
- Works closely with the County Administrator, providing legal advice in short- and long-range planning in order to help determine desirable alternative courses of action to provide more efficient and effective services to the Board of Supervisors and the public.
- Advises the Board of Supervisors and other County boards, commissions, and other entities, Constitutional Officers, Department Heads, and Agency Heads on all matters of local government, including the Virginia Freedom of Information Act.
- Assists and advises the Freedom of Information Act (FOIA) Officer in responding to FOIA requests as needed.
- Extensive meeting attendance and work after hours as directed by the Board of Supervisors is mandatory. Attends meetings of the Board of Supervisors and Planning Commission, and other meetings as required.
- Such other duties as assigned by the Board of Supervisors.

REQUIRED KNOWLEDGE, SKILLS, AND ABILITIES

- Highly ethical leader and manager who will partner with the Board as a trusted advisor to provide legal analysis and advice that appropriately assesses risk and available options while supporting the Board in meeting their priorities as they relate to county programs and services.
- Manage County Attorney staff to establish and maintain effective working relationships with public officials, County staff, and the general public is essential.
- Clear communicator, with excellent oral and written communication skills, keeps the Board fully informed and supports transparency, as appropriate.
- Excellent organizational and recordkeeping abilities.
- Strong business acumen and legal experience in business law, Virginia real estate, zoning and subdivision law, employment law, government law, insurance and civil litigation, procurement, law, and the Virginia Freedom of Information Act.
- Experience as Chief Legal Officer in a corporate or governmental agency is highly desired.
- Ability to research and interpret local, state, and federal laws, Court decisions, and to provide legal analysis for complex legal problems, while exercising sound professional judgment.
- Work with major retail businesses and industries in some substantial capacity is preferred.
- Ability to work independently.
- Keen critical thinking and problem-solving abilities.
- Ability to effectively manage time and priorities while working on numerous projects simultaneously while being mindful of scheduling and deadlines.
- Knowledge of the proceeding, practices, policies, rules, and regulations of the practice of civil and criminal law and trial preparation in Virginia and Federal Courts; with a preference for a local experience.
- Knowledge of Fluvanna County and the Fluvanna County Code, the laws of the Commonwealth of, Virginia, and Federal Law applicable to localities.
- Ability to exercise tact, courtesy, discretion, and firmness as needed and appropriate for the circumstance.

ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING

The position requires a Juris Doctor from an accredited school of law and no less than five (5) years of experience. Must be a licensed active member in good standing of the Virginia State Bar and admitted to practice in all Virginia state courts and federal courts in Virginia.

EQUIPMENT, TOOLS, AND WORK AIDS USED

- Online legal research applications (e.g., Westlaw/LEXIS, Pacer, Municode); Computer (and related electronic applications and equipment such as Outlook, Word, PowerPoint, Excel, Scanner, Fax, Copier); Charts; Plats; Court Decisions; Ordinances; Statutes; Electronic Filings with applicable courts, as needed.
- County will provide office equipment including a computer and cell phone, etc.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

- Environmental: Employee is subject to inside environmental conditions; protected from weather conditions.
- Physical Effort: Sedentary Work: Exerting up to 10 pounds of force occasionally and/or a negligible amount of force frequently or constantly to lift, carry, push, pull or otherwise move objects, including the human body. Sedentary work involves sitting most of the time; may involve walking or standing for brief periods.
- Hazards: No environmental hazards are indicated for this classification.

SPECIAL CONDITIONS OR REQUIREMENTS

- Criminal background and Motor Vehicles check.
- Possession of a valid driver’s license in the Commonwealth of Virginia
- Maintain a driving record consistent with insurance industry standards in order to drive a County vehicle.
- Twelve (12) month probationary period.

Department Head Recommended:	HR Manager Approval as to Form:	County Administrator Recommended:	Board of Supervisors Approved:
November 7, 2022	November 7, 2022	November 7, 2022	December 7, 2022

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB C

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 Budget CSA Purchase of Services Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$30,000 for the FY23 CSA Purchase of Services Budget, with the \$11,433 local portion of funding to come from Unassigned Fund Balance and the state portion of \$18,567 to come from the Office of Children’s Services.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Bryan Moeller, CSA Program Manager				
PRESENTER(S):	Bryan Moeller, CSA Program Manager				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	The CSA Purchase of Services budget is projected to be over-budget. Local funds will account for approximately 38% of the total CSA Purchase of Services budget and the State pool covers the remaining 62%. Currently, staff projects the final FY23 budget amount needed to be \$ \$2,886,202.39, approximately \$30,000 over the current budgeted amount of \$2,856,202.39. This over-budget balance changes daily as children come into the program, and as unused funds are released for services. This supplemental appropriation would make the revised FY23 budget \$2,886,202.39.				
FISCAL IMPACT:	Increase the FY23 CSA Purchase of Services budget by \$30,000, of which \$11,433 is our local share to be funded from Unassigned Fund Balance and \$18,567 to be reimbursed to Fluvanna County through the State pool reimbursement.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB D

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Jaunt FY24 Funding Request				
MOTION(s):	<p><u>Motion #1:</u> I move the Board of Supervisors (Approve/Deny/Defer) a supplemental appropriation to the FY24 Jaunt Budget of:</p> <p style="padding-left: 40px;"> A. \$10,950 – The County maintains the current level of service. B. \$22,760 – The County maintains the current level of service, plus expands: <ul style="list-style-type: none"> a. the Intra-County Circulator from a 3 day a week service to a 5 day a week service. b. the Fluvanna Workday Link from a 3 day a week service to a 5 day a week service. </p> <p>With funding to come from Unassigned Fund Balance.</p> <p><u>Motion #2 (Only needed if no additional funding is provided above):</u> I move the Board of Supervisors select a 10% service reduction from the following Jaunt service program for Fluvanna County in FY24:</p> <p style="padding-left: 40px;"> A. Fluvanna Circulator B. Fluvanna Midday Link C. Fluvanna Workday Link </p>				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<p>Jaunt notified the County that since their minimum funding request of \$87,070 was not approved in FY24 (\$76,120 was approved), there would need to be a 10% service reduction. They would propose eliminating the “Midday Link”, which is a 2 day a week (Tuesdays and Thursdays) service connecting county residents to Charlottesville/Albemarle County. The board could also determine different Jaunt services to cut. If they do so, they would need to inform the community in the upcoming weeks of the change.</p> <p>Jaunt has also notified the County we will be receiving an FY22 rebate around June or July of this year of \$22,760. They are requesting to utilize part of the rebate to make up the \$10,950 difference to not eliminate service for FY24.</p>				

	<p>In addition, if the County decided to utilize the full \$22,760 rebate for the FY24 budget, they would not need to cut service and they could make the intra-county circulator a five-day week service; it is currently a three-day a week service.</p>				
<p>FISCAL IMPACT:</p>	<p>To be determined based upon the motion option selected. If the board decides to provide Jaunt additional FY24 funding under option B. (\$10,950) or C. (\$22,760) above, the unassigned fund balance amount would be reduced by the selected amount. Jaunt will be providing the County with a rebate of \$22,760 in FY23, those funds would go back into fund balance after of the end of the fiscal year.</p>				
<p>POLICY IMPACT:</p>	<p>N/A</p>				
<p>LEGISLATIVE HISTORY:</p>	<p>N/A</p>				
<p>ENCLOSURES:</p>	<ul style="list-style-type: none"> • FY24 Jaunt Funding Request Letter 				
<p>REVIEWS COMPLETED:</p>	<p>Legal</p>	<p>Finance</p>	<p>Purchasing</p>	<p>HR</p>	<p>Other</p>
		<p style="text-align: center;">X</p>			



May 12, 2023

Mr. Eric Dahl
County Administrator
County of Fluvanna
132 Main Street
P.O. Box 540
Palmyra, VA 22963

Re: **FY2024 Jaunt Funding Request**

Dear Mr. Dahl:

The Fluvanna Board of Supervisors has denied our funding request for FY2024 of \$87,070. Instead, they have approved \$76,120 which is about \$11,000 below our need. Please note that Jaunt is providing the County with a rebate of \$22,760 which will more than bridge this gap between the recommended and desired budget allocations.

The consequences of not fully funding Jaunt's request will be a **10% service reduction**, causing harm to county residents who use Jaunt for work, medical, shopping, and other purposes. We would propose eliminating the midday link which is a two-day a week (Tuesdays and Thursdays) service connecting county residents to Charlottesville/Albemarle County. See attachment.

We respectfully ask that the Board use the rebate to bridge the above \$11,000 gap between the recommended and requested funding levels.

Further, if desired, the remaining rebate funds (about \$11,000 after bridging the gap) could be used to make the intra-county circulator a five-day week service; it is currently a three-day a week service. See, again, attachment.

We would be happy to discuss our request in detail at your convenience.

Sincerely,



Ted Rieck, AICP
Chief Executive Officer

Attachment

cc: Hal Morgan, Fluvanna Jaunt Board Director

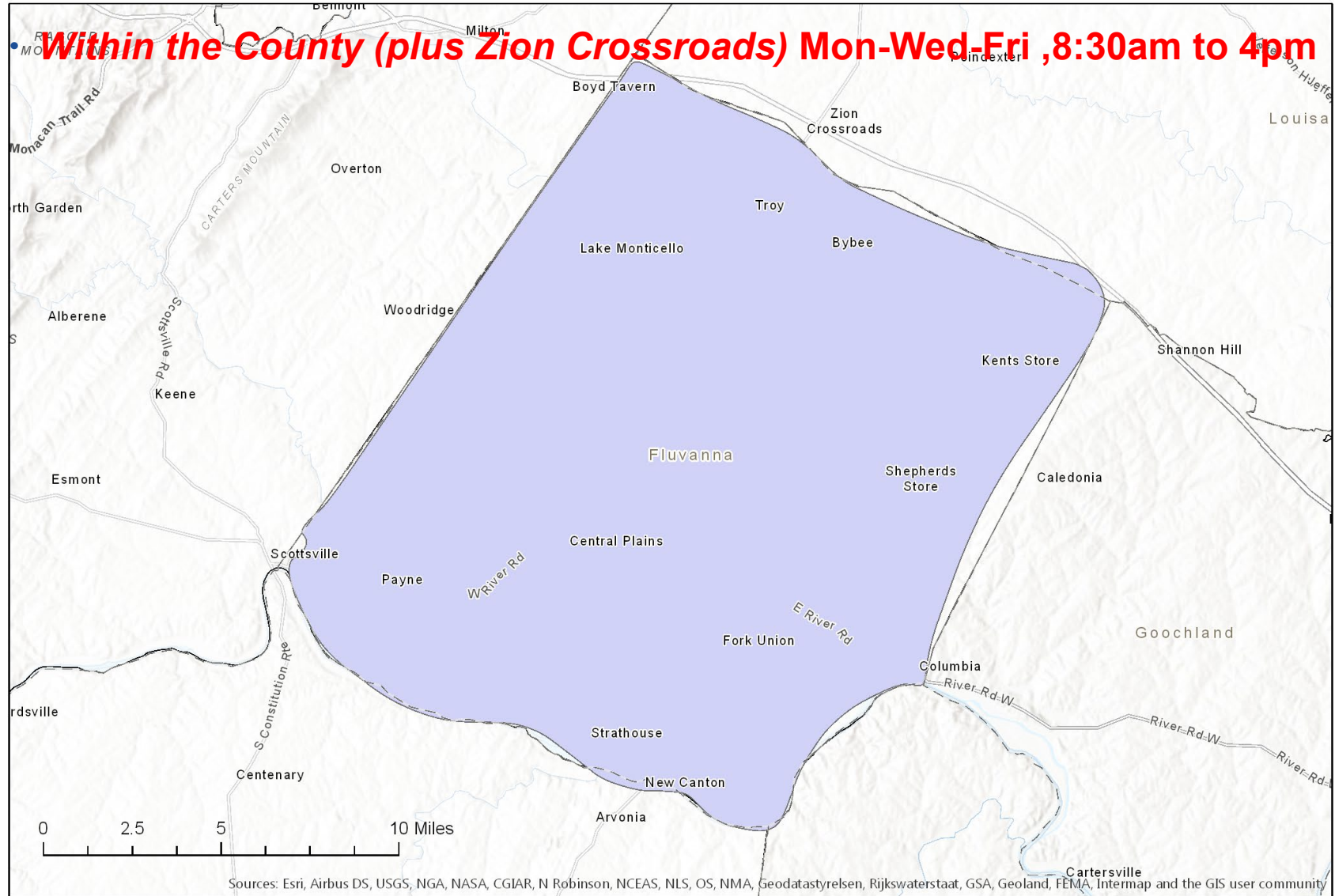


Fluvanna Circulator

BOS 2023-06-07 p.25/624

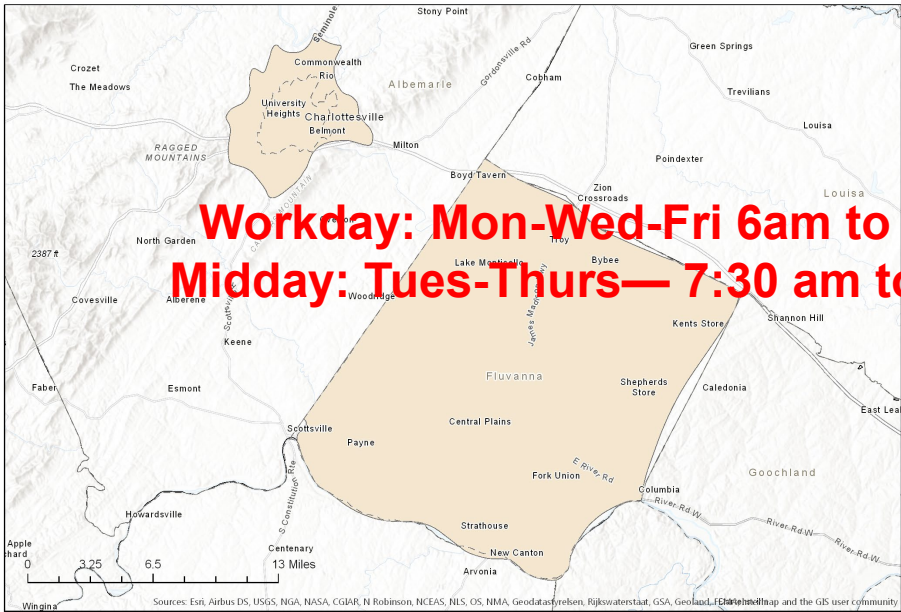
Within the County (plus Zion Crossroads) Mon-Wed-Fri ,8:30am to 4pm

**Jaunt
Services:
Current
(Base)
Operation**

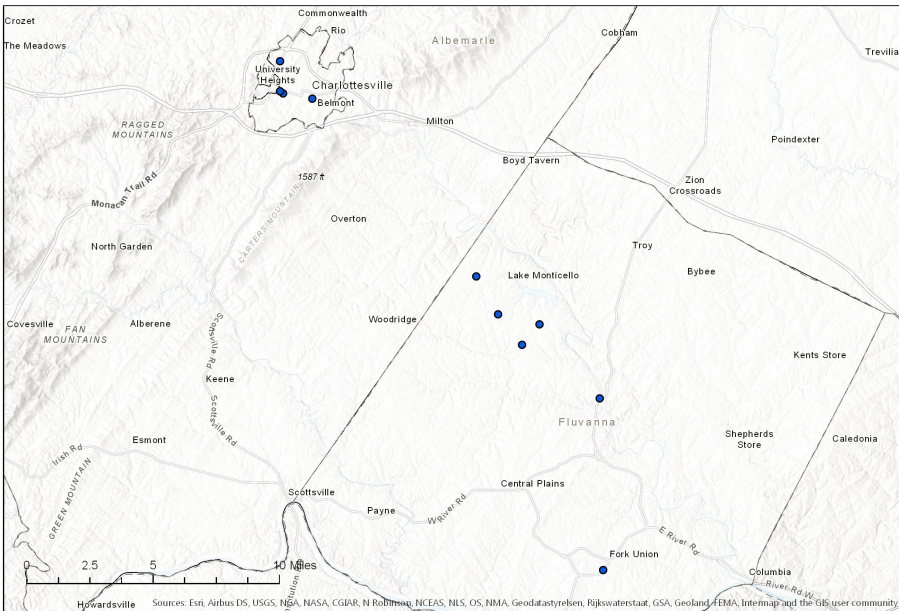


Jaunt Services: Current (Base) Operation

Fluvanna Midday Link



Fluvanna Workday Link

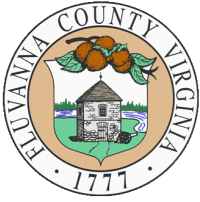


**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB E

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Removal of Illegal Signs from the VDOT Right of Way				
MOTION(s):	I move the Board of Supervisors adopt “A Resolution For Enforcement Of Laws Regarding Illegal Signs And Advertising Within The Limits Of The Highway”.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	N/A				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> • The board wanted to see what options were available to eliminate and/or impose penalties for temporary signs in the VDOT Right of Way or along Fluvanna roadways. • After speaking with VDOT, they will allow levying a \$100 Civil Penalty for signs on the right of way, if an agreement “For Enforcement Of Laws Regarding Illegal Signs And Advertising Within The Limits Of The Highway” is entered between VDOT and the local government. <p>UPDATE: After the last Board of Supervisors meeting on May 3rd, some answers were requested for the Removal of Illegal Signs from the VDOT Right of Way process.</p> <ol style="list-style-type: none"> 1. What other County’s or those near Fluvanna have entered into an agreement to do this enforcement? <ol style="list-style-type: none"> a. The closest localities to Fluvanna are Caroline Co, Spotsylvania Co, and Chesterfield Co. 2. Does Fluvanna do some or all the Removal of Illegal Signs from the VDOT Right of Way? <ol style="list-style-type: none"> a. Fluvanna would be responsible for the sign removal. 3. Does VDOT or Fluvanna levy the Civil Penalty? <ol style="list-style-type: none"> a. Fluvanna would levy the Civil Penalty. 4. What portion of the levied Civil Penalty remains with Fluvanna County vs VDOT? <ol style="list-style-type: none"> a. Fluvanna would retain 100% of the Civil Penalty 				

	<p>5. Can Fluvanna County get a map of VDOT roads in the County showing all of the Right Of Way (ROW) widths?</p> <p>a. VDOT has provided the County with a spreadsheet of ROW widths on County roads. Some roads in the County indicate variable widths and VDOT recommends searching the property plats at the courthouse to find out what the legal Right Of Way may be on any particular piece of property in question.</p>				
FISCAL IMPACT:	It is unknown what the overall fiscal impact may be after considering both the Civil Penalty and the personnel costs for enforcing the Removal of Illegal Signs from the VDOT Right of Way.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> - Resolution - VDOT Removal of Illegal Signs on Right-of-Way Memorandum - An Ordinance To Amend Chapter 22 Of The Fluvanna County Code In Sec. 22-15-2(2) And Sec. 22-22-1 Regarding Time Limitations For Certain Temporary Signs - Article 15. - Sign Regulations - Article 22. - Definitions 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X				X



BOARD OF SUPERVISORS
 County of Fluvanna
 Palmyra, Virginia
RESOLUTION No. 17-2023

**A RESOLUTION FOR ENFORCEMENT OF LAWS REGARDING ILLEGAL
 SIGNS AND ADVERTISING WITHIN THE LIMITS OF THE HIGHWAY**

WHEREAS, and pursuant to Title 33.2, Chapter 12, Article 1 of the Code of Virginia (1950), as amended (Code), the Commissioner, as the chief executive officer of the Virginia Department of Transportation (VDOT), enforces the prohibition on the placement of signs and advertising within the limits of highways in the Commonwealth; and

WHEREAS, the Board, as the governing body of Fluvanna County, has an interest in protecting the public health, safety, and welfare, and in protecting the appearance of the County, in general; and

WHEREAS, the Board has found that the proliferation of signs and advertising in the rights-of-way of highways in Fluvanna County threatens the public safety and the welfare of the County, and has a negative effect on the appearance of highways; and

WHEREAS, the Board expressed its desire and agreement to enter into an agreement with the Commissioner to enforce the provisions of § 33.2-1224 of the Code of Virginia (1950), as amended, and to collect the penalties and costs provided therein and has authorized execution of said agreement by the County Administrator; and

WHEREAS, the Commissioner desires the Board’s assistance in removing signs and advertising from the VDOT-maintained highways in Fluvanna County.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors of Fluvanna County on this 7th day of June 2023.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District						
Patricia B. Eager, Palmyra District						
Chris Fairchild, Cunningham District						
Anthony P. O’Brien, Rivanna District						
John M. Sheridan, Columbia District						

Attest:

 Mozell H. Booker, Chair
 Fluvanna County Board of Supervisors

VIRGINIA DEPARTMENT OF TRANSPORTATION

OFFICE OF LAND USE

INSTRUCTIONAL AND INFORMATIONAL MEMORANDUM

GENERAL SUBJECT: Outdoor Advertising Control	NUMBER: IIM-LU-400
SPECIFIC SUBJECT: Removal of Illegal Signs on Right-of-Way	DATE: June 29, 2020
	SUPERSEDES: N/A
APPROVED:	Robert W. Hofrichter Director, Office of Land Use Approved <u>June 29, 2020</u>

EFFECTIVE DATE

This memorandum applies to all actions dealing with the control of illegal signs on highway right-of-way on or after **July 1, 2020**.

PURPOSE/SCOPE/REQUIREMENTS

Federal requirements based upon the Highway Beautification Act and [§33.2-1224](#) of the Code of Virginia prohibit the placement of advertising on highway right-of-way. Enforcement of this prohibition should be conducted as set out below.

While these procedures allow Resident Engineers/Residency Administrators some discretion with regards to activities based upon manpower availability, especially with levying civil penalties, it is imperative that all actions taken to enforce the prohibition on advertising within the right-of-way be applied fairly and consistently.

If assistance is needed in interpreting the requirements and procedures, please contact the regional outdoor advertising control agent of the Office of Land Use's Outdoor Advertising Control Section in whose territory the illegal advertisement is found.

PROCEDURES

1. Removing illegal signs in the right of way

- Non-permitted signs within the right of way are illegal and considered a public and private nuisance.
- When a sign is found within the right of way it may be removed without giving written notice to the sign owner.
- Signs that pose a safety hazard shall be removed immediately.
- The right of way should be verified prior to sign removal.
- If a sign owner becomes confrontational with a VDOT employee, the State Police or local law enforcement should be contacted.
- Storage of the signs is not required under the statute but may be permitted by the Resident Engineer/Residency Administrator for up to 30 days.

2. Sign Removal Prioritization

- First Priority: signs that pose or contribute to a safety hazard
- Second Priority: signs that obstruct mowing operations or other VDOT work
- Third Priority: signs in areas where complaints have been received
- Fourth Priority: other signs

3. Political campaign signs

- A letter shall be sent to all political campaigns informing candidates of §33.2-1224 of the Code of Virginia. The Office of Land Use in Central Office will be responsible for notifying national, gubernatorial and senatorial election campaigns. The district will notify all congressional, state, and local election campaigns (Attachment A).
- Political candidates' mailing addresses should be obtained from the Virginia Board of Elections website. <https://www.elections.virginia.gov/casting-a-ballot/candidate-list/>
- Campaign signs are subject to removal if they are in the right of way. If a campaign sign is removed, all illegal signs along that route within the right of way shall also be removed.

4. Levying Civil Penalty for signs on the right of way

- The decision on whether to levy fines shall be up to the resident engineer/residency administrator. When levying fines, the process must be applied consistently.
- When a sign is identified, it shall be photographed on the right of way. The photo should include date and time stamp to show evidence of a violation. The person removing the sign shall document the location from which the sign was removed. Each sign on the right of way is a separate \$100 civil penalty.
- Once a sign is removed, it should be photographed in VDOT possession. Multiple signs for the same business should be included in one photo. The photo should include date & time stamp for billing purposes.
- A fiscal form (Attachment B) shall be completed to include locations of sign violations, the number of signs removed, and the advertiser and mailing address. If a person is caught placing signs on the right of way, their contact information should be obtained along with their license plate number. This information should be included on the fiscal form as they will be billed for the civil penalty. If no one is observed placing the sign on the right of way, the advertiser is billed for the civil penalty.
- The fiscal form should be signed by the employee removing the signs and shall be signed by the Residency Administrator or designee. The fiscal form shall then be sent to the District Fiscal Section along with all photo documentation.
- Fiscal will generate a bill and send a letter informing the party of the civil penalty.
- All penalties collected shall be paid to the Highway Maintenance and Operating Fund.
- The removed signs should be destroyed after sending all documentation to Fiscal Division.
- No civil penalty shall be assessed for signs removed by Adopt-A-Highway participants.
- No civil penalty shall be assessed for signs removed by mowing contractors preparing for mowing operations.
- Local governments may remove illegal signs and levy civil penalties only after securing an agreement from the Commissioner to act as an agent of VDOT for enforcing the provisions of §33.2-1224 of the Code of Virginia.
- The district may track personnel and equipment costs incurred during sign collection; however, such costs should only be billed for repeat violators. Collection costs are difficult to assign when multiple violators' signs are being removed.
- A person, firm, or corporation may appeal to the District Administrator for VDOT-levied civil penalties and/or collection costs. The appellant must provide evidence that they were improperly assessed the civil penalty or the collection costs were improperly calculated. Stating they were not aware of the law is not sufficient grounds to reverse the civil penalty.

5. Agreements with Local Governments

- Local governments may enter into agreements with the Commissioner to enforce the provisions of §33.2-1224 of the Code of Virginia.
- The local government shall pass a resolution requesting the authority to enforce §33.2-1224 of the Code of Virginia.
- The Office of Land Use in Central Office has an approved draft agreement (Attachment C) that shall be used.
- The locality-executed agreement shall be sent to the Office of Land Use in Central Office for VDOT execution. The Office of Land Use shall return the fully executed original agreement to the residency, which shall then forward it to the local government.
- Upon final execution, this agreement will allow the local government to act as an agent for the Commissioner in removing signs within the right of way, including the ability to levy penalties.

6. Adopt-a-Highway groups

- Local Adopt-a-Highway groups may be authorized to remove signs on the rights-of-way as part of their cleanup efforts.
- The adopting group cannot single out signs for removal. They must clean up all trash along their adopted route. Singling out specific signs may result in the Commissioner rescinding authorization to remove illegal signs or expulsion from the Adopt-a-Highway program.
- The Commissioner, through Maintenance Division, will provide the adopting group with a letter authorizing them to remove signs as part of their Adopt-a-Highway work (Attachment D).

NOTES

- Information on the Outdoor Advertising Control Program can be found on VDOT's external website on the [Outdoor Advertising page](#).
- Section [33.2-1224](#) of the Code of Virginia, provides the legal basis for the removal of advertising in the right-of-way.
- The [Maintenance Manual](#) contains instructions for the maintenance of the right-of-way.

ATTACHMENTS

(Attachment A – Letter for Congressional, State, and Local Election Campaigns)

Date

Re: Election Signs within State Right of Way

Dear

With the November elections nearing, VDOT is contacting all political campaigns to specifically ask for your help in making sure that campaign signs are not placed within state right of way. Section 33.2-1224 of the Code of Virginia prohibits placing signs on state right of way, including campaign signs. As a general guide, the right of way is typically the entire roadway, including sidewalks, medians, ditches and the area between utility lines or fences lining the outside edges of state roads.

Signs placed in median strips are of particular concern. Not only is it a safety hazard for campaign workers to place and remove these signs adjacent to fast-moving traffic, the signs can be a distraction for drivers and often impede their sight distance. Please know that VDOT workers are instructed to remove illegal signs from the right of way, and VDOT is a strong advocate for their safety as well. In addition, removal costs come directly out of VDOT maintenance funds, reducing resources available for taking care of a wide variety of other highway and transportation infrastructure needs.

We recognize that your campaign efforts may have been ongoing. Consequently, if you have been previously contacted by others at VDOT, please accept this message as a reminder of the importance of those earlier requests to help us keep the right of way clear of signs. If you have assisted with that effort, I thank you for your kind cooperation in that regard.

Thank you and please let me know if you have any questions regarding this request.

Sincerely,

(Attachment B – Illegal Signs Civil Penalty Fiscal Form)

Date sign(s) removed: _____

Number of signs removed for this company: _____

Route _____ County _____

Total civil penalties being levied _____

Company/ Owner _____

Address _____

City _____ State _____ Zip _____

Telephone number _____

Comments _____

Name of person removing sign(s) _____

Signature of person removing sign(s) _____

Date _____

Residency Administrators signature _____

Date _____

Attach photos of the signs in the right of way prior to removal, with the total number of signs removed in one photo.

(Attachment C Agreement)

AGREEMENT BETWEEN
THE VIRGINIA DEPARTMENT OF TRANSPORTATION
AND
THE BOARD OF SUPERVISORS
OF
_____ COUNTY, VIRGINIA
FOR ENFORCEMENT OF LAWS REGARDING ILLEGAL SIGNS AND ADVERTISING WITHIN THE LIMITS OF
THE HIGHWAY

THIS AGREEMENT is made this ____ day of _____, 20__, between the Commissioner of Highways of the Commonwealth of Virginia (Commissioner), and the County of _____, Virginia, acting by and through its Board of Supervisors (Board).

WITNESSETH:

WHEREAS, pursuant to Title 33.2, Chapter 12, Article 1 of the *Code of Virginia* (1950), as amended (*Code*), the Commissioner, as the chief executive officer of the Virginia Department of Transportation (VDOT), enforces the prohibition on the placement of signs and advertising within the limits of highways in the Commonwealth; and

WHEREAS, the Board, as the governing body of _____ County, has an interest in protecting the public health, safety, and welfare, and in protecting the appearance of the County, in general; and

WHEREAS, the Board has found that the proliferation of signs and advertising in the rights-of-way of highways in _____ County threatens the public safety and the welfare of the County, and has a negative effect on the appearance of highways; and

WHEREAS, by an appropriate resolution adopted by the Board at its meeting on _____, and attached hereto as Exhibit A, the Board expressed its desire and agreement to enter into an agreement with the Commissioner to enforce the provisions of § 33.2-1224 of the *Code of Virginia* (1950), as amended, and to collect the penalties and costs provided therein and has authorized execution of said agreement by a County representative; and

WHEREAS, the Commissioner desires the Board's assistance in removing signs and advertising from the VDOT-maintained highways in _____ County.

NOW, THEREFORE, for and in consideration of the mutual benefits to be derived from this Agreement, the parties hereto agree as follows:

1. The Commissioner hereby authorizes the Board to act as the Commissioner's agent for the purposes of removing any signs or advertising located within the VDOT-maintained rights-of-way, in violation of §33.2-1224 of the *Code*; and

- 2. The Commissioner further authorizes the Board to act as the Commissioner’s agent for the purposes of collecting the penalties and costs from the person, firm, or corporation responsible for signs or advertising located within the VDOT-maintained rights-of-way in violation of and as provided for in §33.2-1224 of the *Code*; and
- 3. The Board may authorize local law-enforcement agencies or other local governmental entities (“hereinafter designee(s)”) to act as agents of the Commissioner for the purpose of fulfilling the terms of this Agreement; and
- 4. The Board shall be entitled to retain, in full, all sums lawfully collected by the Board or its designees as penalties and costs for removal of signs and advertising and enforcement of §33.2-1224 pursuant to this Agreement; and
- 5. The Board, or its designee, when collecting the penalties and costs referenced in Paragraph 2, above, shall:
 - a. Issue an invoice to the person, firm, or corporation being advertised for collection of any and all penalties and costs, as provided in §33.2-1224 of the *Code*, which shall provide that within thirty (30) days, Thirty-three (33) days if the invoice is sent by mail, the person, firm, or corporation being advertised shall either (a) remit payment of the invoice to the Board, or its designee, or (b) notify the Board or its designee in writing that the matter and/or the penalties and costs are disputed.
 - b. In the event that a person, firm or corporation disputes the matter and/or penalties and costs provided in such invoice, the Board shall be responsible for resolving the dispute in accord with all applicable laws.
- 6. The Board shall require local government employees and others who are authorized to act or perform services pursuant to this agreement to comply with the provisions of this Agreement and all applicable laws; and
- 7. This Agreement shall remain in full force and effect unless sooner terminated upon thirty (30) days’ written notice by either party to the other party; and
- 8. This Agreement may be amended at any time by the written agreement of the parties.

In WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representatives:

VIRGINIA DEPARTMENT OF TRANSPORTATION

_____ COUNTY, VIRGINIA

BY: _____

Commissioner’s Name

Commissioner of Highways or his designee

BY: _____

Printed Name: _____

County Administrator of _____

(Attachment D - Adopt a Highway Popsicle Signs Removal)

Date

To Whom It May Concern:

The Virginia Department of Transportation (VDOT) operates the Adopt-a-Highway Program and wholeheartedly supports its volunteers in conducting their litter pickups. By law, and as a matter of VDOT policy, the Adopt-a-Highway volunteers are authorized to clear the highway right-of-way of all prohibited signage, including what are commonly known as “Popsicle Signs.”

Section 33.2-1224 of the *Highway Laws of Virginia* states, in part, that, “Advertisements placed within the limits of the highway are hereby declared a public and private nuisance and may be forthwith removed, obliterated, or abated by the Commonwealth Transportation Commissioner or his representatives without notice.”

Adopt-a-Highway volunteers who remove such advertisements are acting as Commonwealth Transportation Commissioner’s representatives, and as such receive the Department’s full support. Any disputes or questions about this policy should be referred to VDOT personnel. You can contact the statewide Adopt-a-Highway coordinator by calling 1-800-PRIDE-VA (1-800-774-3382).

Sincerely,

Commissioner’s Name
Commonwealth Transportation Commissioner

ORDINANCE

AN ORDINANCE TO AMEND CHAPTER 22 OF THE FLUVANNA COUNTY CODE IN SEC. 22-15-2(2) AND SEC. 22-22-1 REGARDING TIME LIMITATIONS FOR CERTAIN TEMPORARY SIGNS

BE IT ORDAINED BY THE FLUVANNA BOARD OF SUPERVISORS, pursuant to Virginia Code Sections 15.2-2285, that the Fluvanna County Code be, and it is hereby, amended, in Section 22-15-2 and Section 22-22-1, as follows:

Sec. 22-15-2. - General provisions.

.....

- (2) Exempt Signs. Exempt signs shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code. Exempt signs shall be legible, and shall be reasonably maintained in good repair, and in safe, neat, and clean condition. Any temporary exempt sign, defined in [Section 22-22-1](#) of this Code, shall be posted a reasonable time before, ~~but in no event greater than sixty (60) days~~ prior to and shall be removed a reasonable time after, but in no event greater than ten (10) days after the event, election, production, group, occurrence, speaker, program or seasonal activity to which the temporary sign refers. The following types of signs, as defined in and subject to the regulations in [Section 22-22-1](#), are exempt from the sign permit requirements in all zoning districts:

[22-22-1—Definitions]

Sign, political : A temporary sign expressing or implying the opinion or opinions of an individual or group intended to influence the election or appointment of government officials and/or to influence the actions, policies and /or conduct of government.

(Ord. 10-18-00; Ord. 12-16-15)

.....

Sign, temporary : A sign for the advertising of a special event, product, group, occurrence, speaker, program or seasonal activity and not intended or designed for permanent display, including by way of example and not limitation, signs advertising an event, election, or campaign of an educational, political, religious, civic, philanthropic or historical organization. Temporary signs shall be posted a reasonable time before, ~~but in no event greater than sixty (60) days~~ prior to such event, as defined herein, and shall be removed a reasonable time after, but in no event greater than ten (10) days after such event, as defined herein. Temporary signs shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code.

(Ord. 12-16-15)

ARTICLE 15. - SIGN REGULATIONS

Sec. 22-15-1. - Statement of intent.

The following sign regulations are established to assure compatibility of signs with surrounding land usage, to enhance the economy of the County, to protect public investment in streets and highways, to promote the safety and recreational value of public travel, to minimize possible adverse effects of signs on nearby public and private property, to preserve natural beauty, to protect the environment from litter and refuse, including abandoned signs, to identify, direct and provide necessary information efficiently to motorists and pedestrians, to decrease distraction of motorists and pedestrians by limiting confusing, distracting and obsolete signs, and to reduce obstruction of the roadway. No sign shall be permitted erected or used in the County, except as permitted in this article.

(Ord. 6-16-10; Ord. 12-16-15)

Sec. 22-15-2. - General provisions.

- (1) Restricted Signs. The following types of signs are prohibited in all zoning districts:
- (a) Flashing signs;
 - (b) Inflatable signs;
 - (c) Moving signs;
 - (d) (Intentionally omitted);
 - (e) Pennant signs;
 - (f) Portable signs;
 - (g) Roof signs;
 - (h) Any sign that obstructs any window, door, fire escape, stairway, ladder, or opening intended to provide light, air, ingress or egress for any building, as required by law;
 - (i) Any sign which imitates or resembles any official traffic sign, signal or device, or uses the words "Stop" or "Danger" in close proximity to any public right-of-way, or interferes with any other public traffic sign;
 - (j) Signs which produce noise or any visible smoke, vapor, particles, or odor;
 - (k) Signs which advertise any activities which are illegal under state or federal law or regulations in effect at the location of such sign or at the location of such activities; and
 - (l) Signs that violate state or federal laws, whether or not identified in this ordinance as being permitted.
- (2) Exempt Signs. Exempt signs shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code. Exempt signs shall be legible, and shall be reasonably maintained in good repair, and in safe, neat, and clean condition. Any temporary exempt sign, defined in Section 22-22-1 of this Code, shall be posted a reasonable time before, but in no event greater than sixty (60) days prior to and shall be removed a reasonable time after, but in no event greater than ten (10) days after the event, election, production, group, occurrence, speaker, program or seasonal activity to which the temporary sign refers. The following types of signs, as defined in and subject to the regulations in Section 22-22-1, are exempt from the sign permit requirements in all zoning districts:
- (a) Auction signs;
 - (b) Banner signs;

- (c) Construction signs;
 - (d) Directional signs;
 - (e) Estate signs;
 - (f) Public signs;
 - (g) Real estate signs;
 - (h) Temporary sale, announcement or merchandising signs;
 - (i) Temporary signs;
 - (j) Temporary directional signs;
 - (k) Warning signs; and
 - (l) Window signs.
- (3) Illuminated Signs.
- (a) Signs may be illuminated, either internally or externally, as permitted by this ordinance, provided that the illumination is fully shielded and directed at the sign and not in a manner as to cause a traffic hazard.
 - (b) Where a permit is required, the permit shall not be issued until the location and illumination of the sign has been approved by the Zoning Administrator, or designee.
 - (c) No light from any illuminated sign shall cause direct glare onto any adjoining piece of property, right-of-way, or building other than the building to which the sign applies to.
 - (d) The copy of electronic message signs may not flash, scroll, move, or change at timed intervals of less than twenty (20) seconds.
 - (e) All electronic message signs must be equipped with an automatic dimmer that controls the intensity of the light source. The intensity of light allowed for all illuminated signs shall be eight-five percent (85%) by day and fifty percent (50%) at night.
 - (f) All electronic message signs must be turned off at the close of business, unless displaying time or temperature.
- (4) Setbacks.
- (a) Signs shall be exempt from setback requirements in all zones, provided that no sign shall be located as to interfere with vehicular sight distances at intersections or to create a safety hazard.
 - (b) Signs shall not be located within any public right-of-way, unless approved by the Virginia Department of Transportation.
- (5) Sign Area.
- (a) The sign area shall be measured as the area of the sign face which includes the advertising surface and any framing, trim, or molding. Two-sided sign faces shall be counted as a single sign face.
 - (b) Area not included: the sign area shall not include any of the support structure or architectural features that are not an integral part of the sign which may consist of landscaping, building structural form complementing the site in general.
- (6) Sign Height.
- (a) The sign height shall be measured as the vertical distance from the normal grade directly below the sign to the highest point of the sign or sign structure, whichever is higher and shall include the base and any support structure.
 - (b) Signs shall not exceed six feet (6') in height, except as otherwise permitted by this article.

(Ord. 6-16-10; Ord. 12-16-15; Ord 6-21-17)

Sec. 22-15-2.1. - Repealed.

(Ord. 6-16-10; Ord. 12-16-15)

Sec. 22-15-3. - Signs permitted.

(1) Agricultural (A-1) — The following signs shall be permitted in the A-1, Agricultural, General zoning district:

Type of Sign	Number Allowed	Max. Sign Area	Max. Sign Height
Awning Sign	1 per establishment	6 sq. ft.	N/A
Business Sign	1 per parcel	32 sq. ft. (freestanding or monument)	10 feet
Entrance Sign	1 per entrance	12 sq. ft.	4 feet
Home Occupation Sign	1 per parcel	4 sq. ft.	4 feet
Projecting Sign	1 per establishment	9 sq. ft.	Roof line of the building
Subdivision Sign	1 per entrance	40 sq. ft.	6 feet
Temporary Subdivision Advertising Sign	1 per public road frontage	32 sq. ft.	8 feet
Wall Sign	1 per public road frontage	3 sq. ft. per 1 lineal foot of building/tenant frontage*	Roof line of the building

* No more than 50% of the total sign area may be displayed on the front of the building. The remaining 50% may be distributed on the sides and rear of the building, with a maximum of 25% distribution per side and a maximum of 50% distribution on the rear of the building.

(2) Residential (R-1, R-2, R-4, MHP) — The following signs shall be permitted in the R-1, Residential, Limited; R-2, Residential, General; R-4, Residential, Limited; and MHP, Manufactured Home Park zoning districts:

Type of Sign	Number Allowed	Max. Sign Area	Max. Sign Height
Business Sign	1 per parcel	32 sq. ft. (freestanding or monument)	10 feet
Entrance Sign	1 per entrance	12 sq. ft.	4 feet
Home Occupation Sign	1 per parcel	4 sq. ft.	4 feet
Subdivision Sign	1 per entrance	40 sq. ft.	6 feet
Temporary Subdivision Advertising Sign	1 per public road frontage	32 sq. ft.	8 feet

- (3) Residential (R-3), Business (B-1, B-C), Planned Unit Development (PUD), and Industrial (I-1, I-2) — The following signs shall be permitted in the R-3, Residential, Planned Community; B-1, Business, General; B-C, Business, Convenience; PUD, Planned Unit Development; I-1, Industrial, Limited; and I-2, Industrial, General zoning districts:

Type of Sign	Number Allowed	Max. Sign Area	Max. Sign Height
Awning Sign	1 per establishment	6 sq. ft.	N/A
Business Sign (standalone businesses or not part of business/industrial park)	1 per parcel	32 sq. ft. (freestanding) 40 sq. ft. (monument)	10 feet (freestanding) 12 feet (monument)
Business Sign (shopping centers or business/industrial parks)	1 per shopping center or business park entrance	1.5 sq. ft. of sign area for each lineal foot of building/tenant frontage - up to a maximum of 150 sq. ft. aggregate	10 feet (freestanding) 15 feet (monument)
Canopy Sign	1 per establishment	12 sq. ft.	N/A

Directory Sign	1 per establishment or development	16 sq. ft.	6 feet
Electronic Message Sign	1 per parcel	28 sq. ft.	8 feet
Entrance Sign	1 per entrance	12 sq. ft.	4 feet
Projecting Sign	1 per establishment	12 sq. ft.	Roof line of the building
Subdivision Sign	1 per entrance	40 sq. ft.	8 feet
Temporary Subdivision Advertising Sign	1 per public road frontage	32 sq. ft.	8 feet
Wall Sign	1 per public road frontage	3 sq. ft. per 1 lineal foot of building/tenant frontage*	Roof line of the building

* No more than 50% of the total sign area may be displayed on the front of the building. The remaining 50% may be distributed on the sides and rear of the building, with a maximum of 25% distribution per side and a maximum of 50% distribution on the rear of the building.

- (4) Zion Crossroads Urban Development Area. The following signs shall be permitted in the Zion Crossroads Urban Development Area, and supersede other sign dimensions listed in this ordinance:

Type of Sign	Number Allowed	Max. Sign Area	Max. Sign Height
Awning Sign	1 per establishment	6 sq. ft.	N/A
Business Sign (standalone businesses or not part of business/industrial park)	1 per parcel or 1 per public road frontage	36 sq. ft. (freestanding) 40 sq. ft. (monument)	20 feet (freestanding) 25 feet (monument)

Business Sign (shopping centers or business/industrial parks)	1 per shopping center or business park entrance or 1 per public road frontage	2.5 sq. ft. of sign area for each lineal foot of building/tenant frontage - up to a maximum of 200 sq. ft. aggregate	25 feet (freestanding) 30 feet (monument)
Canopy Sign	1 per establishment	12 sq. ft.	N/A
Directory Sign	1 per establishment or development	16 sq. ft.	6 feet
Electronic Message Sign	1 per parcel	40 sq. ft.	8 feet
Entrance Sign	1 per entrance	12 sq. ft.	4 feet
Projecting Sign	1 per establishment	12 sq. ft.	Roof line of the building
Subdivision Sign	1 per entrance	40 sq. ft.	8 feet
Temporary Subdivision Advertising Sign	1 per public road frontage	32 sq. ft.	8 feet
Wall Sign	1 per public road frontage	3 sq. ft. per 1 lineal foot of building/tenant frontage*	Roof line of the building

* No more than 50% of the total sign area may be displayed on the front of the building. The remaining 50% may be distributed on the sides and rear of the building, with a maximum of 25% distribution per side and a maximum of 50% distribution on the rear of the building.

(Ord. 6-16-10; Ord. 6-21-17; Ord. 10-17-18)

Sec. 22-15-4. - Administration.

- (1) Permit Requirements. Except as otherwise provided herein, no sign shall be erected, altered, refaced or relocated unless a sign permit has been approved by the Zoning Administrator. Where there is a discrepancy between Fluvanna County and the Virginia Department of Transportation sign regulations, the more stringent shall apply. Where the Fluvanna County sign regulations do not recognize a particular type of sign, the Virginia Department of Transportation regulations shall apply.
- (2) Maintenance and Removal.

- (a) All signs shall be constructed in compliance with the Uniform Statewide Building Code, as adopted by the Virginia State Code.
- (b) All signs and components thereof shall be legible and shall be maintained in good repair and in a safe, neat, and clean condition.
- (c) The Zoning Administrator may cause to have removed or repaired immediately any sign which, in the Zoning Administrator's opinion, has become insecure, in danger of falling, or otherwise unsafe, and, as such, presents an immediate threat to the safety of the public. If such action is necessary to render a sign safe, the cost of such emergency removal or repair shall be at the expense of the owner or lessee thereof.
- (d) Any sign that is obsolete, because of discontinuance of the subject activity or any other reason that would cause the sign to be obsolete, shall be removed within ten (10) days.
- (e) Any sign located on property, which becomes vacant and is unoccupied for a period of two (2) years or more shall be deemed abandoned. An abandoned sign shall be removed by the owner or lessee of the property. If the owner or lessee fails to remove the sign, the Zoning Administrator shall give the owner fifteen (15) days written notice to remove it. Upon failure to comply with this notice, the Zoning Administrator may initiate such action as may be necessary to gain compliance with this provision.

(Ord. 6-16-10; Ord. 12-16-15)

Sec. 22-15-4.1. - "Going out of business" and "Special" sales.

- (A) All persons must obtain a permit from the County in order to advertise or conduct a sale for the purpose of discontinuing a retail business, or to modify the word "sale" in any advertisement with the words "going out of business" or any other words which tend to insinuate that the retail business is going to be discontinued and the merchandise liquidated.
- (B) The applicant shall submit an application for a permit to the County Administrator, or his designee, which shall include the following:
 - (1) A statement of the purpose of the sale (i.e., liquidation of assets, terminating retail business);
 - (2) An inventory including the kind and quantity of all goods to be offered for sale during the sale;
 - (3) A copy of any proposed advertisements which may be posted or published in connection with the special sale; and
 - (4) A fee of \$50.00* for the processing of the permit, which shall not be refunded.
- (C) Upon receipt of the complete application and fee, the County Administrator or his designee, shall issue a special sale permit which shall be valid for a maximum of sixty (60) days. An extension of the sale or additional sale shall require an additional permit application and fee as described above. A maximum of one (1) permit beyond the initial sixty (60) day permit may be granted solely for the purpose of liquidating only those goods contained in the initial inventory list which remain unsold.
- (D) The permittee shall prominently display the permit number and effective dates of the special sale on any and all advertisements for such sale. The permittee may not advertise along with its special sale any goods not listed in the inventory provided to the County in its application.
- (E) The permittee may not commingle or add to the special sale any goods not listed in the inventory list provided to the County. Upon proof that the permittee has commingled or added goods not listed in the inventory list to the special sale, the County may revoke the special sale permit.
- (F) The County Administrator's designee shall inspect the advertisement and conducting of the special sale to ensure it is being advertised and conducted in conformity with the permit.
- (G) Advertising or conducting a special sale without a permit, as required by this section, shall be punishable as a Class 1 misdemeanor.

(Ord. 12-16-15)

State Law reference— For state law requiring the County to oversee and permit such sales, see Code of Va., §§ 18.2-223 and 18.2-224.

***Editor's note**— The Board of Supervisors resolution of 12-16-15 approved a fee of \$50.00, previously Sec. 22-15-4.1(B)(4) had required a fee of \$65.00.

Sec. 22-15-5. - Non-conforming signs.

- (1) No nonconforming sign shall be enlarged nor be worded so as to advertise or identify any use other than that in effect at the time it became a nonconforming sign.
- (2) Signs lawfully existing on the effective date of this ordinance or prior ordinances, which do not conform to the provisions of this ordinance, and signs which are accessory to a nonconforming use shall be deemed to be nonconforming signs and may remain except as qualified below. Such signs shall not be enlarged, extended or structurally reconstructed or altered in any manner, except a sign face may be changed so long as the new face is equal to or reduced in height and/or sign area. The burden of establishing the nonconforming status of signs and of the physical characteristics/location of such signs shall be that of the owner of the property. Upon notice from the Zoning Administrator, a property owner shall submit verification that sign(s) lawfully existed at time of erection. Failure to provide such verification shall be cause for order to remove sign(s) or bring sign(s) into conformance with the current ordinance.
- (3) Nothing in this section shall be deemed to prevent keeping in good repair a nonconforming sign; provided, however, that no nonconforming sign which has been declared by the Zoning Administrator to be unsafe because of its physical condition, as provided for in this ordinance, shall be repaired, rebuilt or restored unless such repair or restoration will result in a sign which conforms to all applicable regulations.
- (4) No nonconforming sign shall be moved for any distance on the same lot or to any other lot unless such change in location will make the sign conform to the provisions of this article.
- (5) If a nonconforming sign is removed, the subsequent erection of a sign shall be in accordance with the provisions of this article.
- (6) A nonconforming sign that is destroyed or damaged by any casualty to an extent not exceeding fifty percent (50%) of its replacement value may be restored within two (2) years after such destruction or damage but shall not be enlarged in any manner. If such sign is so destroyed or damaged to an extent exceeding fifty percent (50%), it shall not be reconstructed except for a sign, which would be in accordance with the provisions of this article.
- (7) A nonconforming sign that is changed to, or replaced by, a conforming sign shall no longer be deemed nonconforming, and thereafter such sign shall be in accordance with the provisions of this article.
- (8) A nonconforming sign shall be removed if the structure to which it is accessory is demolished or destroyed to an extent exceeding fifty percent (50%) of its appraised value.
- (9) The ownership of the sign or the property on which the sign is located shall not, in and of itself, affect the status of a non-conforming sign.
- (10) A nonconforming sign shall be considered abandoned if the business for which the sign was erected has not been in operation for a period of at least two (2) years. After the two (2) year period, the Zoning Administrator shall make a reasonable attempt to contact the property owner. If the property owner refuses to remove the abandoned sign, the County's agents or employees may enter the property upon which the sign is located and remove such sign and charge the cost of removal to the owner of the property. Nothing herein shall prevent the County from applying to the appropriate courts for an

order requiring removal of the abandoned nonconforming sign by injunction or other appropriate remedy.*

(Ord. 6-16-10; Ord. 12-16-15)

***State law reference**— For state authority as to the removal of abandoned nonconforming signs, see Code of Va., § 15.2-2307.

ARTICLE 22. - DEFINITIONS

Sec. 22-22-1. - Rules of construction; definitions.

The following terms shall have the meanings assigned to them as hereinafter set forth. Except as expressly otherwise defined herein, all terms used in this chapter shall have their ordinary and established meanings, as the context may require. A word importing the masculine gender only may extend and be applied to females and to corporations as well as males. A word importing the singular number only may extend and be applied to several persons or things, as well as to one person or thing; and a word importing the plural number only may extend and be applied to one person or thing as well as to several persons or things.

EXCERPT OF ARTICLE 22. DEFINITIONS – RELATED TO SIGN

Sign : Any object, device, display, or structure that is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event, or location by any means, including words, letters, figures, design, symbols, fixtures, colors, illumination, projected images, or any combination thereof.

Sign, auction : A temporary sign, not illuminated, advertising an auction to be conducted on the lot or premises upon which it is situated, such signs shall not exceed twenty (20) square feet in area.

(Ord. 12-16-15)

Sign, awning : A sign that is painted or otherwise applied on or attached to an awning, canopy, or other fabric, plastic, or structural protective cover over a door, entrance, or window of a building.

Sign, banner : A temporary sign, not exceeding thirty-two (32) square feet, made of fabric or other flexible material, suspended from a fixed structure, rope, wire, string, or cable. Banner signs are for the advertising of a special event, product, or group and are not to be displayed for a period of more than thirty (30) consecutive days, and not more than sixty (60) days total in a calendar year.

(Ord. 12-16-15)

Sign, business : A sign which directs attention to a product, commodity, or service available on the premises including professional offices or institutional use.

Sign, canopy : A type of wall sign that is attached to the fascia of a canopy.

Sign, construction : A temporary sign that identifies an architect, engineer, contractor, subcontractor, or material supplier who participates in construction on the property on which the sign is located. Such signs shall not exceed thirty-two (32) square feet in area and eight (8) feet in height, and may be erected once the land disturbance permit has been issued for the property and must be removed upon issuance of a final certificate of occupancy.

(Ord. 12-16-15)

Sign, directional : A sign, not to exceed four (4) square feet, providing on-premise directions for pedestrian and vehicular traffic including, but not limited to, entrance/exit signs, parking areas, loading zones, and circulation direction.

Sign, directory : A sign that lists the names, uses, or locations of the businesses or activities conducted within a building or group of buildings of a development.

Sign, electronic message : A monument sign or portion thereof in which the copy is composed of a series of lights that may be changed through electronic means. The total area of the electronic message display area for such signs shall not exceed thirty percent (30%) of the total area of the sign area permitted for that site.

Sign, estate : An on-premise sign that identifies the name, occupant, and/or street address of a private residence, property, or farm. Such signs shall not exceed nine (9) square feet.

Sign face : The area or display surface used for the message.

Sign, flashing : An illuminated sign of which all or part of the illumination is flashing or intermittent, or changing in degrees of intensity, brightness or color. Electronic message signs that meet the requirements this article and Section 22-15 shall not be considered flashing signs.

Sign, freestanding : A sign anchored directly to the ground or supported by one or more posts, columns, or other vertical structures or supports, and not attached to or dependent for support from any building.

Sign, home occupation : A sign containing only the name and occupation of a permitted home occupation on the premises.

Sign, illuminated : A sign, or any part of a sign, which is externally or internally illuminated or otherwise lighted from a source specifically intended for the purpose of such illumination or lighting.

Sign, inflatable : Any display capable of being expanded by air or other gas and used on a permanent or temporary basis to advertise a product or event.

Sign, monument : A sign affixed to, and made an integral part of, a structure built on grade that does not involve the use of poles as its major support.

Sign, moving : A sign, any part of which moves by means of an electrical, mechanical, or other device, or that is set in motion by wind.

Sign, nonconforming : A sign lawfully erected and maintained prior to the adopting of this ordinance that does not conform with the requirements of this ordinance.

Sign, off-premise : A sign that directs attention to a business, product, service or establishment, conducted, sold or offered at a location other than the premises on which the sign is erected.

Sign, on-premise : Any sign identifying or advertising a business, person, property, activity, goods, products, or services, located on the premises where the sign is installed and maintained.

Sign, pennant : A sign, with or without a logo, made of flexible materials suspended from one or two corners, used in combination with other such signs to create the impression of a line, such as streamers.

Sign, political : A temporary sign expressing or implying the opinion or opinions of an individual or group intended to influence the election or appointment of government officials and/or to influence the actions, policies and /or conduct of government.

(Ord. 10-18-00; Ord. 12-16-15)

Sign, portable : A sign that is not permanently affixed to the ground or to a permanent structure, or a sign that can be moved to another location including, but not limited to, signs with attached wheels, signs mounted upon or applied to a trailer, or signs mounted on or applied to a vehicle that is parked and visible from the public right-of-way.

Sign, projecting : A sign, attached to and supported by a building or wall, that projects out perpendicularly from that wall more than twelve inches (12") but not more than four feet (4').

Sign, public : A sign that is erected and maintained by a federal, state, or local government agency.

Sign, real estate : A sign pertaining to the sale or lease of the premises on which the sign is located. Such signs shall not exceed nine (9) square feet.

Sign, roof : A sign that is mounted on the roof of a building or which extends above the top edge of the wall of a flat-roofed building, above the eave line of a building with a hip, gambrel, or gable roof, or the deck line of a building with a mansard roof.

Sign structure : The supports, uprights, bracing and/or framework of any structure, be it single-faced, double-faced, v-type or otherwise exhibiting a sign.

Sign, subdivision : A monument sign erected at the entrance of a residential, commercial, or industrial development that identifies the development.

Sign, temporary : A sign for the advertising of a special event, product, group, occurrence, speaker, program or seasonal activity and not intended or designed for permanent display, including by way of example and not limitation, signs advertising an event, election, or campaign of an educational, political, religious, civic, philanthropic or historical organization. Temporary signs shall be posted a reasonable time before, but in no event greater than sixty (60) days prior to such event, as defined herein, and shall be removed a reasonable time after, but in no event greater than ten (10) days after such event, as defined herein. Temporary signs shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code.

(Ord. 12-16-15)

Sign, temporary directional : A temporary sign directing individuals to the location of a special event or gathering.

(Ord. 12-16-15)

Sign, temporary sale, announcement or merchandising : Any sign denoting a sale or special product, promotion, or announcing a grand opening, new management, or similar event or activity occurring on the premises. Only one such sign shall be permitted at a time per business. Such signs shall be treated as temporary signs, as defined herein and shall be of reasonable size and no larger than the largest permitted signs in the zoning district, unless otherwise specified in this Code. A permanently installed changeable letter panel shall not be considered a temporary sign.

(Ord. 6-21-17)

Sign, temporary subdivision advertising : A sign erected on a parcel or at the entrance to a residential, commercial, or industrial subdivision that identifies the name of the development and advertises for sale lots within the development. Such signs shall be permitted for six (6) month increments, with a letter requesting renewal from the applicant for additional six (6) month increments and to be removed upon issuance of a permit for the placement of a permanent subdivision sign.

Sign, wall : A sign mounted flat against, or painted on, the exterior wall of a building or structure and not projecting more than twelve inches (12") from the surface of the building, unless on the mansard portion of a roof.

Sign, warning : A sign located on a property for warning or prohibitions on parking, trespassing, hunting, fishing, swimming, or other activity.

(Ord. 12-16-15)

Sign, window : A permanent or temporary sign affixed to the interior or exterior of a window or door, or within three feet (3') of the interior of the window or door; provided that the display of goods available for purchase on the premises is not a window sign. Such signs shall not exceed twenty-five percent (25%) of the total area of the window or door on which it is located.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
BCC APPOINTMENTS STAFF REPORT**

TAB F

MEETING DATE:	June 7, 2023		
AGENDA TITLE:	Board, Commission, and Committee Appointments		
MOTION:	I move the Board of Supervisors approve the following Board, Commission, or Committee appointment(s):		
Board/Commission/Committee	Appointees	Begins Term	Ends Term
Economic Development Authority (EDA) – At-Large	Jeffery Potter (I) Valerie Palamountain (I) Austin Baker Raghvendra Singh Woody Fincham	7/1/2023	6/30/2027
Economic Development Authority (EDA) – At-Large	Jeffery Potter (I) Valerie Palamountain (I) Austin Baker Raghvendra Singh Woody Fincham	7/1/2023	6/30/2027
Economic Development Authority (EDA) – At-Large	Jeffery Potter (I) Valerie Palamountain (I) Austin Baker Raghvendra Singh Woody Fincham	7/1/2023	6/30/2027
Library Board of Trustees – At-Large	Felicity Gasparoli Gooch (I) Carla H. Lee Sandra Patterson	7/1/2023	6/30/2027

BCC VACANCIES AND APPLICANTS				
BCC Vacancies	Applicants	Appt	District	Current BCC Appointments / Other Notes
Economic Development Authority (EDA) – At-Large	Jeffery Potter (I)	Reappt	Columbia	Incumbent seeking reappointment. Term beginning July 1, 2023 and ending June 30, 2027
Economic Development Authority (EDA) – At-Large	Valerie Palamountain (I)	Reappt	Cunningham	Incumbent seeking reappointment. Term beginning July 1, 2023 and ending June 30, 2027

Economic Development Authority (EDA) – At-Large Position	Austin Baker	Appt	Rivanna	Term beginning July 1, 2023 and ending June 30, 2027. Also serving on Region Ten Community Services Board.
Economic Development Authority (EDA) – At-Large Position	Raghvendra Singh	Appt	Rivanna	Term beginning July 1, 2023 and ending June 30, 2027. Also serving on Parks and Recreation Advisory Board.
Economic Development Authority (EDA) – At-Large Position	Woody Fincham	Appt	Rivanna	Term beginning July 1, 2023 and ending June 30, 2027

Library Board of Trustees – At-Large	Felicity Gasparoli Gooch (I)	Reappt	Columbia	Incumbent seeking reappointment. Term beginning July 1, 2023 and ending June 30, 2027
Library Board of Trustees – At-Large	Carla H. Lee	Appt	Rivanna	Term beginning July 1, 2023 and ending June 30, 2027
Library Board of Trustees – At-Large	Sandra Patterson	Appt	Columbia	Term beginning July 1, 2023 and ending June 30, 2027

DISCUSSION:	<ul style="list-style-type: none"> - Economic Development Authority (EDA) – At-Large Position – Three positions available. Terms beginning July 1, 2023 and ending June 30, 2027. - Library Board of Trustees – At-Large Position – One position available. Term beginning July 1, 2023 and ends June 30, 2027.
ENCLOSURES:	Candidate Applications



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Austin Baker	Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): B.S. in Psychology - Virginia Tech (Dec 2017) B.A. in Economics - Emory & Henry College (Nov 2021) Qualified Mental Health Professional-Child (employment and professional license) (2018-present) Virginia Army National Guard (2018-present) 5 years mental health experience including 3 Community Service Boards	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: N/A	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Virginia Army National Guard, 2018-Present	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: While I am a native of Southwest Virginia, Fluvanna County is my home now and I want to be a part of making it better place to live and raise a family.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
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**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee	X	Finance Board	X	Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee	X	Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board	X	Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)	X	Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)	X	Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)	X	Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i> Austin Baker (from file)		Date November 22, 2022	
Mailing Address (including City, State, & ZIP) 678 Jefferson Drive, Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 2	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]

Office Use Only

Application Received On:	2022-11-23	Application Received By:	
Acknowledgement Sent:	2022-11-23	Caitlin Solis	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Austin Baker

2611 Hydraulic Road Apt. C
Charlottesville, VA 22901



SKILLS

-Registered as Qualified Mental Health Professional - Trainee

-Experience working under stressful conditions, often involving the public

-Certified for Firefighter I, Hazmat Operations & Awareness, and Mass Casualty Decontamination

-Experience effectively communicating with individuals from diverse backgrounds, including those in mental health crisis

EXPERIENCE

Virginia National Guard, Rocky Mount, VA - *Chemical, Biological, Radiological, & Nuclear Specialist*

February 2018 - PRESENT

- Knowledgeable in chemical, biological, radiological & nuclear agent characteristics and response techniques
- Train soldiers/civilians in the proper use of personal protective equipment and chemical agent monitoring equipment
- Respond to community needs in cooperation with state and local response agencies during times of need (Coronavirus outbreak)

Highlands Community Services, Abingdon, VA - *Therapeutic Day Treatment Specialist*

August 2019 - March 2020

- Worked to support children in developing appropriate behavior and emotional regulation in a public school setting
- Taught coping skills and social skills to elementary-aged children both one-on-one and in groups of 5-10 individuals
- Worked with teachers, school administrators, and mental health professionals to develop treatment plans to improve student classroom behavior and academic performance

Frontier Health, Weber City, VA - *Case Manager II*

October 2018 - August 2019

- Work with mental health and recovering substance abuse clients to develop personalized treatment goals
- Coordinate services with mental health professionals, physicians, and community agencies to ensure clients receive appropriate levels of care and access to available resources

Natural Tunnel State Park, Duffield, VA - *Park Ranger*

May 2014 - December 2017

- Audit daily park revenue, prepare financial reports and prepare bank deposits with amounts greater than \$10,000
- Teach guests about the park and local history and geography

EDUCATION

Virginia Tech, Blacksburg, VA- *Bachelor of Science: Psychology*

December 2017



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Jeffrey Potter	Election <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Currently Chief Technology Officer for Davenport and Company in Richmond. I have worked for technology companies such as Microsoft, S&P Global, and have worked for UVA Health Systems and Wake Forest University. I am familiar with tech initiatives, Datacenter design and development, connectivity and telephony. I also am credentialed as a CISSP which is a cybersecurity credential from ISC2. I am an expert in financial services, am very familiar with bond issuance, cybersecurity, and have been in my current role for 9 years. I also work 2 floors above the VEDP in Richmond and know numerous people at the partnership. Bachelors- Chemistry 1995 Elon University Elon, NC	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: I have served on the board of the Seattle/King County Disaster Team (now Global Health Teams), The Fluvanna county fire department, and Infragard Membership Alliance-Richmond	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): ISC2 current from 2014, Member of Fluvanna County Fire Department since 2005, member of InfraGard Members Alliance- Richmond and Infragard National since 2014, FBI Citizens Academy Alumni Association since 2019.	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I believe strongly in giving back to the community. My wife is currently serving on the Library board and public service is strong in our family. I have been a volunteer with the fire department for 18 years. As I get older, I am starting to move into other areas to serve my neighbors. I see the potential to lure businesses to our county to offset our residential taxes. I am familiar with what businesses seek as while I was with S&P, I performed many due diligence evaluations to potential acquisitions. I also am very familiar from a small business perspective as we locate and open branches as part of our business. I feel this experience and my technical expertise would uniquely qualify me to help develop business opportunities for Fluvanna.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

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Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Jeffrey David Potter		3-7-2023	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
474 Covered Bridge Road, Kents Store, VA 23084			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
18			
Office Use Only			
Application Received On:	3-7-2023	Application Received By:	
Acknowledgement Sent:	3-7-2023	Leontyne Peck	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Jeffrey D. Potter, CISSP

474 Covered Bridge Rd.
Kents Store, VA 23084



A results driven technology leader, with specialties in Cybersecurity, Finance, Healthcare, and innovation.

Experience:

Apr. 14 – current

Chief Technology Officer, Davenport & Company LLC, Richmond, VA

Served as a strategic decision maker and drove initiatives around SDLC, network security, data centers and compliance with SEC and FINRA regulations. Responsible for all aspects of IT for a 450 employee broker/dealer and retail investment advisor. Managed Software Development, Infrastructure, Information Security, and Help Desk teams. Drove company wide strategic vision for technology uses and implementation.

- Managed internal and 3rd party service providers to deliver strategic objectives.
- Infrastructure upgrades and strategic placement (Servers, storage, architecture) to assure redundancy and information availability through local and regional disasters.
- New technology development including wireless networking initiatives, external website creation and Sharepoint internal website upgrades/improvements.
- Introduced and drove mobile work initiatives to allow employees to function remotely during Business Continuity events.
- Established internal IT HelpDesk teams and metrics to measure customer success
- VOIP Telephony upgrade and replacement
- Established a comprehensive cybersecurity program. (following the NIST framework)
- Served as Business Continuity Manager for events and Incident Commander for response efforts.
- Served as primary/lead investigator for all incidents with a cyber element
- COVID 19 response: converted entire workforce to mobile workforce through the use of collaboration software, mobile telephony applications, and BYOD initiatives while maintaining industry regulation compliance. The entire workforce was able to work remotely without any customer impact.
- Audit lead and primary interface with regulators
- Strong team management regarding hiring practices, performance coaching, and delivery of excellence.

May 11- Apr. 14

Sr. Networking and Infrastructure Manager, SNL Financial LLC (S&P Global). Charlottesville, VA

Managed teams of Systems Administrators, Network Engineers, Systems Architects, and Voice Engineers to provide 24/7/365 operations for a 3000-employee company with 25 locations supporting Wall Street investment firms. Managed Information Security initiatives, including client questionnaires, employee investigations, evidence discovery, and vulnerability testing. Technologies managed include: Hitachi and NetApp SANs, HP & Cisco Computing, Cisco networking and voice, Juniper networking, WAN accelerators. Established ITIL v3 certification and framework for work completion

Dec. 06- May 11

Software Test Engineering Manager, SNL Financial LLC (S&P Global., Charlottesville, VA

Directly managed team of 7 Software Development Engineers, Software Test Engineers, and contractors. Indirectly managed 6 additional resources. Developed strategic vision for the department and determined tool sets that were developed. Defined and refined processes for software development and testing in a financial services environment. Drove the migration to Agile development & testing practices from a Waterfall development model. Drove technology innovation into the team and organization by establishing test automation at both the web test and UI testing level. Evaluated and adopted Microsoft Visual Studio 2010 as the preferred test development platform. Established virtual lab for client platform testing using Microsoft Virtual PC/Virtual Server. Developed a career ladder for the department and wrote job descriptions for each position. Drove hiring process changes through recruiting and HR departments. Refined HR hiring process to reflect hiring practices I brought to the company.

Jan. 05- Nov.06

Systems Analyst/Project Manager, University of Virginia Health System Charlottesville, VA

Served as project manager and lead technical resource for UVA's patient information and tracking project. Coded changes on website using C# and VB in Visual Studio 2005. Also administered and reverse engineered MS SQL installation to find places to make optimizations. Wrote queries and stored procedures to respond to front end web code.

Apr. 00- Nov 2004

Program Manager, Microsoft Corporation, Redmond, WA

Worked on cutting edge server innovations and development for the MSN Messenger and XBOX Live services.

For Messenger, managed software development and testing to support the Messenger server cloud. Architected servers to support real time services, enabling real time communication to allow 50 million users (3 million simultaneous) to communicate instantly. Initial architecture was performed using 25 servers. Delivered goals of a highly scalable, highly available system. Also was responsible for operations team (Systems Engineers), Software developers, and Software Testers

Lead server architecture, development and design for XBOX Live v1 service. Integrated with hardware manufacturer, internal billing services (Microsoft Billing) and managed an Operations team consisting of Software Developers, Testers, and Systems Engineers. Identified new processes, developed a 24/7 monitoring center, supervised the creation of service tools and applications to support connectivity into XBOX Live.

Education:

Elon University, Elon NC
Bachelor of Arts, Chemistry- 1995

Hobbies:

Featured speaker- WeConnect Conference
Featured speaker- CIOVisions Conference
Featured speaker- FS-ISAC Annual Summit
Featured panelist- FSI OneVoice Conference

President of InfraGard- Richmond, VA chapter (Section Chief, Banking/Finance)
Former Captain, Fluvanna County Fire Department (Certified Firefighter/ Fire Instructor)
FBI Citizens Academy- Richmond Division (2019)
Board of Directors, Seattle/King Co Disaster Team (FEMA WA-1 DMAT 2002-2005)
Former member of FEMA response teams NC-1, NMRT-E, and WA-1
Amateur Radio Operator (K4MUD)



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Name: Raghvendra Singh		Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union	
		District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other	
Mailing Address (including City, State, & ZIP) 5 Barkley Ln Palmyra, VA 22963		Physical Address (if different)	
Years Lived in Fluvanna 25	Cell Phone – preferred? [REDACTED]	Home Phone – preferred? [REDACTED]	Email [REDACTED]
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provide dates of education and experience.): From 6/1989 through 4/2019 I have worked in US Department of Agriculture (Farmers Home Administration/ Farm Service Agency). I have worked from county office through national office, as assistant county supervisor, county supervisor, Farm Loan Manager and National Manager. I have implemented farm loan programs to many counties in New Jersey and Virginia including Fluvanna County. In national office I have implemented GIS program, Freedom to eFile act, and Government paper elimination act. Since 2001 through 2019, I was national manager for eAuthentication and eFile.			
Education: BS Honors Agriculture 1977 Kanpur University, UP India MBA 1986 University of New Haven, CT USA I have completed many government sponsors courses related to management, Agriculture Development, Conservation and GIS			
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: In US Department of Agriculture, I was member of many Committees including EEO, Strategic Planning, E-Government Etc.			
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): I advise agriculture colleges in education matters in India. I manage Kulbashkar Astram Degree College, Krish Sansar, Agriculture Graduate web sites to disseminate ag information to public.			
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I have invested most of my life to serve public; I want to continue public service to my home county.			
<p>Applicants are considered as vacancies occur and your application will be kept on file for three years.</p> <p>Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age or disability in employment or the provision of services.</p> <p>Submit by email (clerk@fluvannacounty.org) or mail to: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963</p> <p>By signing below you are indicating that you have read and understand the attached Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.</p>			
Applicant's Signature Raghvendra Singh <i>(Typing name below serves as digital signature)</i>		Date March 30, 2021	

PLEASE INDICATE BELOW ANY BOARDS, COMMISSIONS, OR COMMITTEES ON WHICH YOU WISH TO SERVE.

X	Board, Commission, Committee
X	Agricultural/Forestral District Advisory Committee
	Audit Committee
	Board of Equalization (BOE)
	Board of Zoning Appeals (BZA)
	Building Code of Appeals Board
	Central Virginia Regional Jail (CVRJ) Authority
	Columbia Task Force (CARE)
X	Community Policy & Management Team (CPMT)
X	Economic Development Authority (EDA)
X	Economic Develop. & Tourism Advisory Council (EDTAC)
	Family Assessment and Planning Team (FAPT)
X	Finance Board
	Fluvanna Partnership for Aging Committee
	Fork Union Sanitary District (FUSD) Advisory Committee
	James River Water Authority (JRWA)
	JAUNT Board

X	Board, Commission, Committee (cont.)
	Jefferson Area Board of Aging (JABA) Advisory Council
	Jefferson Area Board of Aging (JABA) Board of Directors
	Library Board of Trustees
X	Monticello Area Community Action Agency (MACAA)
	Palmyra Area Revitalization Committee (PARC)
X	Parks & Recreation Advisory Board
	Piedmont Virginia Community College (PVCC) Board
X	Planning Commission
	Region Ten Community Services Board
	Rivanna River Basin Commission
	Social Services Board
X	Thomas Jefferson Planning District Commission (TJPDC)
	Thomas Jefferson Water Resources Protection Foundation
X	Youth Advisory Council (YAC)
X	OTHER:

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

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Office Use Only		
Application Received On:		Application Received By:
Acknowledgement Sent:		
Renewal Date:		Remarks:
Renewal Date:		
Renewal Date:		
Renewal Date:		

Professional Summary

Multi-talented manager consistently rewarded for success in planning and operational improvements. Experienced in policy development and staff management procedures positively impacting overall morale productivity.

Skills

- Infrastructure Development
- Product Development
- Requirements Analysis
- Operational Improvement
- Strategic Planning
- Customer Service
- Budget Development
- Security Planning
- Relationship Development
- Regulatory Compliance
- Conflict Resolution
- Team Leadership and Management

Work History

Chairman of the Board

July 2020-Present

Fluvanna County Parks and Recreation – Palmyra, VA

- Lead and guide staff
- Partner with the director and other board members to ensure that board goals are carried forward
- Chair the Board Meetings
- Represent County to stakeholders

Business System Manager

Aug 1999-Apr 2019

U.S. Department of Agriculture/ Farm Service Agency – Washington, DC

- Supervised teams in 51 State offices.
- Implemented and managed multi-site network infrastructure
- Trained and coached 153 State Managers by leading performance reviews and offering constructive feedback
- Facilitated best user experience through continuous support, training classes, webinars, and communication of system changes.
- Oversaw development and implementation of improvements to e-file e-Authentication, Program Information Management System and Office Information Profile.

Farm Loan Manager

Aug 1996-Aug 1999

U.S. Department of Agriculture/ Farm Service Agency – Buckingham, VA

- Lead the team of loan specialists in Central Virginia
- Developed and maintained relationships with local universities and government offices and lending institutions
- Originated, reviewed, processed closed and administered customer loan proposals
- Managed quality assurance programs including on-site evaluation of banks and internal audits

- Worked with farmers and ranchers to understand needs and provide financial and operational advice
- Resolved the conflicts and negotiated mutually beneficial agreements between parties
- Complied with regulatory requirements, including Bank Secrecy Act and Community Re-Investment Act and other USDA and EPA acts.

Loan Officer

Jun 1989-Aug1996

U.S. Department of Agriculture/ Farm Service Agency – Mt. Holly, NJ

- Obtained loan applications, credit histories and reviewed paperwork to determine feasibility of granting loans
- Handled customer complaints with ease by conducting research, listening carefully and taking appropriate actions.
- Observed all security policies and procedures to keep data as safe as possible from breaches
- Proactively identified solution for customers experiencing credit issues
- Recommended loan approvals and/or denials based on customers experiencing credit, cashflow and collateral issues
- Complied with regulatory requirements, including Bank Secrecy Act, Anti-Money Laundering, OFAC, Privacy Act and Community Re-Investment act
- Developed and maintained relationship with local real estate agents
- Resolved conflicts and negotiated mutually beneficial agreements between parties

Sales Manager

Jan 1983-June 1989

Rickel Home Center – Watchung, NJ

- Handled customer complaints with ease by conducting research, listening carefully and taking appropriate actions.
- Manage Plumbing, Electrical and Automotive Departments.
- Supervise staff of 10 employees.
- Ensured all items are in stock and displayed properly.
- Manage vendors.

Education

Master's Business Administration

University of New Haven – West Haven, CT

Bachelor of Science: Agriculture

Kanpur University – Kanpur, UP, India



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Valerie Palamountain	Election <input type="checkbox"/> Columbia <input checked="" type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): <ul style="list-style-type: none"> ▪ Fulbright Specialist at the Ministry of Education and Workforce Development, Bermuda, to develop policy recommendations to address unemployment and underemployment of local workers. Researched possible expansion industries for Bermuda and the impact on education and curricula. ▪ Fulbright Specialist at Jadavpur University, Kolkata, India, to study workplace development skills for low-skilled adults, February 2015. ▪ M.S. Education Administration (post-secondary education emphasis), State University of New York at Albany, NY. ▪ B.A. English, Music Minor, Skidmore College, Saratoga Springs, NY. ▪ Project Management Graduate Level courses, DeVry University, Fort Washington, PA. 	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: <ul style="list-style-type: none"> ▪ Fluvanna County Economic Development Authority, 2020-present (Vice Chair). ▪ Albemarle County Broadband Management Team, 2015-16. ▪ Rotary, Fluvanna Count 2020-present. Albemarle County 2006-2020.. Board member 2007- 2017. President, 2015-16. ▪ Fluvanna County Broadband Access Team, 2017. ▪ Fluvanna County Chamber of Commerce, Board member 2012-21, Vice-Chair 2015-21. ▪ Child Health Partnership (formerly known as Jefferson Area Children's Health Improvement Program), Board member 2012 – 2020. Chair 2017-21; Vice Chair 2016-17; Secretary 2014-16. ▪ Virginia Community College System Re-Engineering Task Force Member representing Workforce Development Services, 2009 – 2015. ▪ Virginia Community College System Workforce Development Advisory Council, 2005 - 2020. ▪ Workforce Investment Board, 2005 – 2017; Program Chair 2016-17. ▪ Charlottesville-Albemarle Chamber of Commerce - Chair of the Education Session for Leadership Charlottesville from 2007 - 2015. ▪ Lake Monticello Owners' Association Board of Directors (elected position), 2011-2014, President, 2012-13, 2013-14; Secretary, 2011-12. 	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): PROFESSIONAL DEVELOPMENT: <ul style="list-style-type: none"> ▪ Education2Employment Fellowship Exchange Program, Tibetan Center, University of Virginia, 2010-2020. ▪ Fulbright Specialist, April 2013-May 2018. ▪ Fluvanna Leadership Development Program, Class 12, 2014. ▪ LEAD Virginia, Class of 2013. ▪ LERN Executive Leadership Institute, April 2011. ▪ The Chair Academy Strategic Leadership, Strengths Finder, March, 2011. ▪ Virginia SPQA Baldige Criteria for Performance, 2009 ▪ Virginia Council for International Education (VaCIE), Jadavpur University, Kolkata, India, 2007-08. ▪ Aspen Institute Sector Skills Academy, 2006-2007 ▪ Charlottesville Regional Chamber of Commerce, Leadership Charlottesville, 2006. 	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I have always been active in the community and wish to continue serving on the Fluvanna County Economic Development Authority. I firmly believe that all citizens have an obligation to contribute their time and talents to improve our community to the best of our abilities. With my extensive background and knowledge in workforce and economic development, I believe I can continue to make a positive contribution to the Fluvanna County Economic Development Authority.	

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Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Valerie Palamountain		4-18-2023	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
17 Fleetwood Drive Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
18	<div style="background-color: black; width: 100px; height: 15px;"></div>		<div style="background-color: black; width: 150px; height: 15px;"></div>
Office Use Only			
Application Received On:	4/18/2023	Application Received By:	
Acknowledgement Sent:	4/19/2023		
Renewal Date:		Remarks: Updating the application	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Valerie J. Palamountain
17 Fleetwood Drive
Palmyra, VA 22963

SUMMARY

Education Administrator and Project Manager with over 20 years experience in project initiation, planning, scheduling and implementation in a variety of disciplines. Background includes hands on experience in project management in workforce development and training, educational programs, and information technology for private industry, non-profits and public sector. Particular strength in defining goals and the strategy to achieve them. Demonstrated competencies in:

- Team Building
- Strategic Planning and Turnarounds
- Personnel Management
- Facilitation and Presentation Skills
- Process Management
- Consulting and Consultative Sales

PROFESSIONAL EXPERIENCE:

Dean of Workforce Services

Piedmont Virginia Community College, Charlottesville, VA

January 2005 to March 2021

Manage division with a staff of 16 for workforce development programs, including contract training, healthcare, small unmanned aerial systems, commercial drivers license, KidsCollege enrichment programs and community education. Work with regional business and industry including the Piedmont Workforce Network Workforce Investment Board. Lead agency for the One Stop Operator Consortium, a federally funded program from 2008-09. Applied for and secured over \$8 million in grant funding to underwrite the cost of new program development, workforce training and student tuition and fees. Designed and implemented a new viticulture and enology program to promote economic development in the region. Designed and implemented small unmanned aerial system program to train public safety and emergency services personnel. Both programs have been recognized by the Virginia Community College System and the Chancellor, and have gained national and international recognition.

Achievements:

- Developed an innovative approach to teaching workplace readiness skills by using theater arts to teach behavioral changes, and involving employers in the classroom. By its third year, 85% of program participants completed the entire program and earned multiple industry certifications; 77% were placed in employment earning a minimum of \$12.00/hour.
- Designed and implemented a new viticulture & enology program working with industry partners. Classes are held at regional vineyards and wineries with instructors recruited from industry and combine experiential learning with classroom theory. The Viticulture & Enology program was recently recognized as a statewide “best practice” program by the Virginia Community College System and the State Board of Wine for supporting a major growth industry. Applied for and secured grant funding to expand the program to include a training vineyard for our students at Monticello, the home of Thomas Jefferson. The

Viticulture & Enology program celebrated its 10th anniversary on March 19, 2015. Over 30 of our students have started wineries in Virginia.

- Initiated the Analyst Boot Camp (ABC) program with regional economic development, government contractors, the military and a third-party training vendor (ATIC) to introduce intelligence analysis training to provide a qualified workforce in the emerging field of intelligence. The Analyst Boot Camp is a post-graduate program; students may receive six graduate credits from AMU towards a Master's degree upon completion of the ABC.
- Applied for and secured \$1.6 million in Federal grant funding to develop a Construction Academy in response to the industry need for entry level workers in carpentry, masonry, plumbing, electrical, landscaping, HVAC and green building.
- Developed and introduced KidsCollege@PVCC Summer Career Academies for students in grades 3-10, which grew from two Academies in 2010 to over 100 Academies at multiple sites in 2017 with over 1600 enrollments. The Career Academies focus on STEM (Science, Technology, Engineering and Math) using problem-based learning techniques.
- Worked with the University of Virginia to develop an entrepreneurship exchange program for Tibetan entrepreneurs. This program, funded annually by the U.S. Department of State, trained twelve Tibetans in entrepreneurship skills in the U.S. As one of the program administrators, I traveled twice to Tibet to observe entrepreneurial opportunities in Western China.
- Was awarded two Fulbright grants to research workforce development practices and curricula in India, and to develop governmental policies for workforce development in Bermuda. In India, my exchange partner was the department head for Electrical Engineering with Jadavpur University, Kolkata and included research at private technical schools, business and industry, the Kolkata Chamber of Commerce, and the government of West Bengal. In Bermuda, I was hosted by the Ministry of Education and Workforce Development.
- Introduced Allied Health curriculum using in-house and third-party vendors. Converted a credit program in Nurse Aide that historically had low enrollment, to a noncredit program with an annual enrollment of 100-120 students.
- Developed relationships with the Chambers of Commerce in the Charlottesville area to offer business courses for small business owners.
- Expanded online training from 30 classes per year to over 700 classes with more than 500 enrollments, generating \$100,000 in revenue annually.
- Introduced Small Engine Repair program that leads to certification by the Equipment & Engine Training Council, and implemented the program at Albemarle-Charlottesville Regional Jail for soon-to-be-released offenders.
- Partnered on multiple regional and Federal grants with sister community colleges.
- Served on the Chancellor's Re-Engineering Task for the Virginia Community College System (2010-2015), representing the Workforce Development divisions for the Community College System.
- Served on the Steering Committee representing the community college Workforce Divisions for the statewide evaluation of an enterprise system for Workforce Development and Continuing Education. This was a five-year project that required significant changes to processes throughout the system.
- Served on the Workforce Development Services Advisory Council from 2005-2020. Chaired the Workforce Development Services Peer Conference from 2006-2008.

Valerie Palamountain

- Served on the Presidential Search Committees for Virginia Highlands Community College, 2009, and Lord Fairfax Community College, 2017.
- Over ten years, Workforce Services at PVCC grew from a marginal program of 1,500 students and gross revenue of \$325,000 to a vibrant and innovative program that serves 6,000 students annually with annual revenues of \$1.8 million.

**Consultant, Community College Workforce Alliance/J. Sargeant Reynolds Community College
Richmond, VA**

March 2021-June 2021

Developed a concept paper, implementation plan, budget and enrollment projections, staffing plan and marketing strategy for noncredit culinary and adult beverage programs at The Kitchens at Reynolds. Programs to be operated by the Community College Workforce Alliance (CCWA) at facilities managed by J. Sargeant Reynolds Community College.

**Director, Center for Business & Industry Training
Bucks County Community College, Newtown, PA**

April 2001 to January 2005

Designed and implemented workforce development programs for regional business and industry, with concentration in healthcare education/career ladders. Applied for and secured grant funding to underwrite the cost of new program development, workforce training and student tuition and fees. During my tenure, the number of students served increased by 450%.

Achievements:

- Developed proposal for a new Practical Nursing program for 50 fulltime students, which was approved by the State Board of Nursing on the first submission. Hired the Director of the Practical Nursing Program. Planned and supervised renovations for the Nursing Skills Lab. Wrote and obtained grants for \$450,000 to offset the cost of initiating the program. Contracted with clinical sites. Partnered with community organizations and trade union for scholarships for all of the students in the first year of the program. The Practical Nursing program was 1,550 hours, non-credit.
- Planned and implemented a two-year Radiography program for 15 fulltime students. Hired the Director of Radiography. Contracted with clinical sites for facilities, instructors and tuition reimbursement for students. The Radiography program is 3,400 hours, non-credit.
- Implemented a blended credit/non-credit IT apprenticeship program at Lockheed Martin for disadvantaged youth from center city Philadelphia, funded by a Federal grant. This program was documented in "Case 12. Community College, University, and Corporate Partnership to Combat Employment Shortages," in *Linking Workforce Development to Economic Development, A Casebook for Community Colleges*, William R. Rothwell and Patrick Gerity, eds., American Association of Community Colleges, 2008.
- Initiated an on-site degree program in Early Childhood Education for Head Start workers in Philadelphia in response to "No Child Left Behind" legislation.
- Implemented WEDnetPA, a statewide program for incumbent worker training.
- Served on the implementation team for a regional consortium of six colleges to offer workforce development programs to business, industry and trade unions. Recruited instructors, developed processes shared by all institutions, and managed program budgets.

Valerie Palamountain

- Introduced new processes and procedures, expanded the use of automation, and implemented a professional development plan for each staff member.
- Managed a staff of 15 permanent employees and four grant-funded employees, and a budget of \$750,000.

Project Management Instructor (September, 2000 to 2005)

Applied my knowledge in business and education to develop and teach a 56-hour project management certificate program in private industry and at the collegiate level. Edited and published *PSSI Methods*, an automated version of the Project Management Institute Body of Knowledge® (PMBOK®), published July, 2003. Revised in 2005.

Achievements:

- Developed course materials, presentation materials, case study and student workbook.
- Developed learning objectives and measurement tools.
- Instructed classes both on-line and in classroom settings.

Project and Process Management Senior Consultant (April, 1996 to March, 2001):

Consulted with clients to market and deliver project and process management consulting and training services for the following firms:

- Project Support Services, Inc., North Hills, PA
- Pcubed, Inc. Ann Arbor, MI
- CorePlan, Inc., Warrington, PA
- Pricewaterhouse Coopers, Chesterbrook, PA

Selected Achievements:

- On-site consultant for Fortune 500 medical device corporation to develop their e-Business strategy, implement project management, and develop their e-Business organization.
- Developed and tested an Artificial Intelligence program for a patient management system for HIV patients to assist the medical community in tracking the patient's diagnosis, treatment program, mutations, drug conflicts, and historical data. From the information, the A.I. recommended new treatment programs, alerted the medical professional to possible conflicts and the severity of the conflict(s), and identified missing or out of date information.

District Manager, AGS Management Systems, Inc.

King of Prussia, PA

April, 1981-April, 1996

Sales and marketing manager for a project management software development and consulting firm with an international clientele. Provided internal technical consulting support for the sales force and distributor network. Represented client interests in new product development. Managed sales territory. Top salesperson in the history of the company with an average sale for new customers of over \$200,000. AGS developed industry-standard project management tools before the introduction of Microsoft Project.

Achievements:

- Achieved and maintained a 50% close ratio in sales.

Valerie Palamountain

- Developed sales territories throughout the United States.
- Provided sales and technical support for project and process management tools.
- Negotiated contracts for products and services.
- Interacted with senior and executive level management in client organizations.
- Introduced new products and services.
- Researched market trends and competitive products for new business development.
- Managed telemarketing operation.
- Developed product marketing, sales and demonstration materials (brochures, presentations, lead tracking information, contact management).
- Developed business-to-business relationships with third-party vendors.
- Trained new sales and marketing staff.
- Conducted seminars on process and project management tools.
- Organized employee buy-out of AGS Management Systems, Inc. when the company went independent in 1994.

EDUCATION:

- Fulbright Specialist at the Ministry of Education and Workforce Development, Bermuda, to develop policy recommendations to address unemployment and underemployment of local workers. Researched possible expansion industries for Bermuda and the impact on education and curricula.
- Fulbright Specialist at Jadavpur University, Kolkata, India, to study workplace development skills for low-skilled adults, February 2015.
- M.S. Education Administration (post-secondary education emphasis), State University of New York at Albany, NY.
- B.A. English, Music Minor, Skidmore College, Saratoga Springs, NY.
- Project Management Graduate Level courses, DeVry University, Fort Washington, PA.

PUBLICATIONS:

- “Case 12. Community College, University, and Corporate Partnership to Combat Employment Shortages,” in *Linking Workforce Development to Economic Development, A Casebook for Community Colleges*, William R. Rothwell and Patrick Gerity, eds., American Association of Community Colleges, 2008.
- *PSSI Methods*, a CD of the Project Management Institute Body of Knowledge® (PMBOK®) formatted in a database tool and exported as a project template to Microsoft Project, published July, 2003. ISBN: 097413600X. Revised 2005.

SELECTED PRESENTATIONS:

- RURAL Conference, sponsored by Downs Government Affairs, Smithsonian, The George Washington University, Achieving the Dream, Missouri State and Virginia Community College System, December 5-6, 2017. “Viticulture & Enology Program and Piedmont Virginia Community College.”
- Virginia Community College System State Board Annual Meeting, November 14, 2012. “Fast Track: New Solutions for Rapid Credentialing and Employability.”
- Virginia Community College System Hire Education Conference, December 7-9, 2011. “Three Weeks in Tibet: Education to Employment.”
- Leadership Charlottesville, Education Session Chair and Presentations, 2006 - 2015.
- Leadership Charlottesville, Economic Development Session Presentations, 2010 - 2013.
- LEAD Virginia Alumni Association, “Economic Development in Central Virginia,” June 2010.

Valerie Palamountain

- Virginia Juvenile Detention Commission, “Career Readiness for Juveniles,” August 25, 2008.
- League for Innovation in the Community College National Conference, March 19-22, 2006. Presentation on the VCCS Institutes of Excellence program.
- National Council for Continuing Education & Training National Conference, October 17-19, 2005. Presentation on the Viticulture & Enology Program at Piedmont Virginia Community College.
- American Association of Community Colleges Workforce Development Institute, January 28-30, 2004 and National Council for Workforce Education National Conference, October 26-28, 2003. Presentation on the Nursing Career / Education Ladder Program at Bucks County Community College.
- WEDnetPA Annual Partners Retreat, April 6-8, 2004. Presentation on Best Practices in WEDnetPA Grant Administration.
- Bucks County Workforce Development Summit, June 9, 2004. Planning committee member for a conference on the needs of business and industry, sponsored by the Bucks County Workforce Investment Board. Facilitated the panel on Healthcare Issues.
- Paper accepted by National Council for Continuing Education & Training (NCCET), October 16-19, 2004, on the Early Childhood Education program to Head Start workers in Philadelphia, PA.
- League for Innovation in the Community College National Conference, October 19-22, 2003. Presentation on the IT Apprenticeship Program at Lockheed Martin Corporation in Partnership with Bucks County Community College.

AWARDS:

- Rotary International District Service Award, 2016.
- Chancellor’s Award for the Workforce Services Leader for Expanding Workforce Opportunities, 2011.
- Workforce Investment Board, Commendation for leadership of the One Stop Consortium, 2008.
- LERN Annual Conference on Lifelong Learning, 2006. Viticulture and Enology Program for South African Black Economic Empowerment Program.

PROFESSIONAL ORGANIZATIONS/ASSOCIATIONS:

- Rotary Club (2006-present), President 2015-16 (Albemarle County). Rotary Foundation Chair (Fluvanna County).
- Audubon Society
- Friends of the Presidents, Alumni Association, Skidmore College
- Learning Network Resources (LERN)
- National Council for Continuing Education and Training
- Project Management Institute (former member)
- Virginia Community College System – Workforce Development Services
 - Peer Conference Chair (2006, 2007, 2008)
 - Professional Development Committee Chair (2006-07)

BOARDS AND ADVISORY COUNCILS:

- Fluvanna County Economic Development Authority, 2020-present (Vice Chair).
- Albemarle County Broadband Management Team, 2015-16.

Valerie Palamountain

- Albemarle County Rotary, 2006-present. Board member 2007- 2017. President, 2015-16.
- Fluvanna County Broadband Access Team, 2017.
- Fluvanna County Chamber of Commerce, Board member 2012-21, Vice-Chair 2015-21.
- Child Health Partnership (formerly known as Jefferson Area Children’s Health Improvement Program), Board member 2012 – 2020. Chair 2017-21; Vice Chair 2016-17; Secretary 2014-16.
- Virginia Community College System Re-Engineering Task Force Member representing Workforce Development Services, 2009 – 2015.
- Virginia Community College System Workforce Development Advisory Council, 2005 - 2020.
- Workforce Investment Board, 2005 – 2017; Program Chair 2016-17.
- Charlottesville-Albemarle Chamber of Commerce - Chair of the Education Session for Leadership Charlottesville from 2007 - 2015.
- Lake Monticello Owners’ Association Board of Directors (elected position), 2011-2014, President, 2012-13, 2013-14; Secretary, 2011-12.
- Offender Aid and Restoration - Re-entry Services Committee Member, 2009 - 2020.
- Lake Monticello Owners’ Association Wildlife Committee, 2009-11; 2015-17. Secretary, 2009, 2015-17; Chair 2010-2011.
- Charlottesville-Albemarle Technical Education Center Joint Advisory Council, 2008 - 2015.
- Small Business Development Center Advisory Council, 2008 - 2015.
- Fluvanna County Career and Technical Education Council, 2008 - 2014.
- Smart Beginnings of Fluvanna and Louisa Advisory Council, 2011 - 2014.
- Central Virginia Partnership for Economic Development, Steering Committee, 2006 - 2012.
- Virginia Community College System Virginia Education Wizard Career Development Task Group, 2007-2008.
- Virginia Community College System Presidential Search Committee for Virginia Highlands Community College, 2009; Lord Fairfax Community College, 2017.
- Virginia Workforce Policy Advisory Council, 2012.

RECENT PROFESSIONAL DEVELOPMENT:

- Education2Employment Fellowship Exchange Program, Tibetan Center, University of Virginia, 2010-2020.
- Fulbright Specialist, April 2013-May 2018. Research project at Jadavpur University, Kolkata, India, February 2015; Workforce Development policy advisor, Bermuda, January-February 2018.
- Fluvanna Leadership Development Program, Class 12, 2014.
- LEAD Virginia, Class of 2013.
- LERN Executive Leadership Institute, April 2011.
- The Chair Academy Strategic Leadership, Strengths Finder, March, 2011.
- Virginia SPQA Baldige Criteria for Performance Excellence, 2009.
- National Council for Workforce Education, National Conference, October 18-21, 2008.
- Virginia Council for International Education (VaCIE), Jadavpur University, Kolkata, India, 2007-08.
- Aspen Institute Sector Skills Academy, 2006-2007.
- National Career Pathways Network Annual Conference, October 10-13, 2007.
- Virginia Community College System Administrative and Instructional Leaders Program, 2006.
- National Council for Continuing Education and Training, Leadership Institute, 2006.

Valerie Palamountain

- Charlottesville Regional Chamber of Commerce, Leadership Charlottesville, 2006.

KEY SKILLS:

- Excellent project and process management skills.
- Excellent team building and communications skills.
- Excellent organizational, management, supervisory and leadership skills.
- Self-motivated, self-starter with the ability to motivate others.
- Excellent interpersonal, customer relationship and account management skills.
- Excellent writing skills.
- Excellent contract negotiation and fulfillment skills.
- World traveler throughout the United States (all 50 states!), Canada, Europe, Central America, South America, India, Tibet and China.

REFERENCES:

Available upon request.



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Woody Fincham	Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): Attached	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: I am a well respected real estate appraiser. I have been in the business over 2 decades. I have a bachelors in Business Admin, and hold five designations related to valuation and consulting on real estate. I am also a instructor for the Appraisal Institute. As part of my tenure with the Tax Department for the Commonwealth I was the reviewer for conservation easement and Historical Facade Easements. I have experience with residential, commercial and agricultural property.	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I live here and want to see the county remain a great place to be as well as evolve with the times. My children are part of the community and I do not see my family living anywhere else. I have very specific skills in real estate valuation and consulting that would serve well with planning, development, conservation easement and various other areas.	

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
4. Appointees who do not meet the attendance requirement without a valid reason(s) may be deemed to have rendered an implied resignation of that appointment.
5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
X	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
X	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)	X	Planning Commission (PC)
X	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
X	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council	X	Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
X	Economic Development Authority (EDA)		Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

Submit by email (clerk@fluvannacounty.org) or mail to:

County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

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Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Woody Fincham		1/5/2023	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
14 Lafayette Drive Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
5	[REDACTED]		[REDACTED]

Office Use Only

Application Received On:	1/5/2023	Application Received By:	
Acknowledgement Sent:			
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Curriculum Vitae

Woody Fincham, SRA, AI-RRS, ASA, RAA

Member of RAC

14 Lafayette Dr
Palmyra, VA 22963



EDUCATION:

- ❖ 2019 ASA Designation
- ❖ 2018 RAA Designation
- ❖ 2017 Member of Relocation Appraisal Consultants
- ❖ 2015: AI-RRS Designation
- ❖ 2013: Bachelors of Science, Business Administration
- ❖ 2011: SRA Designation
- ❖ 2004: Associate in Arts
- ❖ 2000-Present: Ongoing continuing education as required by licensing and Designations

PROFESSIONAL AFFILIATIONS:

- ❖ Appraisal Institute
 - I have participated and continue to participate as a volunteer with various AI committees and teams
 - 2017 Awarded the Volunteer of Distinction Award
- ❖ Virginia Association of Assessing Officers (VAAO)
 - 2015: Education Committee Member
- ❖ 2015: Admissions and Designation Qualifications Committee, Designated
- ❖ Virginia Certified Residential Appraiser: #4001008056
- ❖ 2013: HRCAI Education Committee Member
- ❖ 2012-present: Experience Screening Panel AI: SRA and AI-RRS Screener
- ❖ 2011-14: Leadership Development Advisory Council (LDAC), 2014 Discussion Leader
- ❖ 2002 – Present: Litigation Consultant / Expert Witness
- ❖ HUD Approved Appraiser
- ❖ VA Panel Approved Appraiser
- ❖ Completed all “green” classed for residential appraisal with Appraisal Institute
 - Extensive Practical Experience with “Green” valuation
- ❖ Conservation Easement Registry

EXPERIENCE:

- ❖ 2019-Present President, Fincham & Associates, Inc
- ❖ 2017-2019 Residential Chief Appraiser, Valucentric, LLC
- ❖ 2015- Present Vice President, Virginia Manager, Valucentric, LLC

- ❖ 2014-2015 Virginia Taxation Department: Senior Land Preservation Tax Credit Consultant (conservation easement and historical facade easement review)
- ❖ 2013-2014: Deputy Assessor, Albemarle County, VA
- ❖ 2011-2013: Deputy Assessor, Suffolk, VA Assessor's Office
- ❖ 2009-2011: Staff Appraiser, Newport News, VA Assessor's Office
- ❖ 2009: Appraiser, (Residential and Commercial), Braun & Associates, Knoxville, TN
- ❖ a la mode, inc
 - 2007-2009 Labs Member
 - 2009-Present Beta Group
 - Education Developer (present)
- ❖ 2004 - 2015: Founder, Chief Appraiser FM & Associates
- ❖ 2002-2004: Staff Appraiser; Managing Appraiser, Messina & Associates, INC Virginia Beach, VA
- ❖ 2000-2002: Staff Appraiser, Elder Appraisal Services, LLC Norfolk, VA
- ❖ 1999-HERS Certified Energy Rater
- ❖ 1998-2001 FHA 203(k) Construction Consultant

Summary of Practical Experience:

Mr. Fincham has valued and consulted on some of the most exclusive estates in the commonwealth. He has completed valuations on properties as high as 60 million dollars, and complex assignments that includes multiple homes on one parcel, large acreage estates, exclusive architectural designs as well as well known luxury estates. His expertise extends into all levels of residential property to include high performance homes, specialty design and atypical properties. He is an expert on valuing community land trusts, having recently been a reviewer for the community land trust class for the Appraisal Institute.

Clients have included federal agencies, private wealth management divisions at banks, financial planners, CPAs and various municipal and state agencies. Mr. Fincham has been through several depositions and was admitted as an expert in the following municipalities: Albemarle County, Louisa County, City of Richmond, City of Suffolk, City of Chesapeake. Mr. Fincham also worked with the Attorney General's Office in the Commonwealth of Virginia when he was a staff appraiser for the Department of Tax where he assisted in appraisal review and establishing hazard assessment for potential tax audits related to conservation easement and historical façade easements related to tax credits.

Classes Approved to teach with the Appraisal Institute:

Valuation Overview of Accessory Dwelling Units

Valuation by Comparison: Residential Analysis and Logic

Supervisory Appraiser/Trainee Appraiser Course

Review Theory - Residential

Review Case Studies - Residential

Residential Report Writing and Case Studies

Residential Market Analysis and Highest & Best Use

Residential Applications: Using Technology to Measure and Support Assignment Results

Real Estate Finance, Statistics, and Valuation Modeling

Introduction to Green Buildings: Principles & Concepts

Inconsistency: It's Hiding in Plain Sight in Your Residential Appraisal --- Non-lender examples—Next level analysis

Ignorance Isn't Bliss: Understanding an Investigation by a State Appraiser Regulatory Board or Agency

FHA Appraising for Valuation Professionals:

Business Practices and Ethics

Basic Appraisal Procedures

Basic Appraisal Principles



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Carla Hawks Lee	Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input checked="" type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): See Resume I have been a professional academic librarian for 30 years. CV attached	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: None for the County	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): Cunningham United Methodist Church Sunday School teacher, 2007 - present Sunday School superintendent, 2011 - 2017 Lay Leader, 2017-2018	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I am particularly interested in serving on the Library Board of Trustees. I have a long professional background with libraries, but have been a user of public libraries all of my life. I am a member of the American Library Association and am passionate about the role that the public library plays in the community. I strongly feel that if you think a community institution is important, you should give your time and energy to making sure it succeeds	

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(Approved June 17, 2015)

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5. The Board may choose to accept the resignation and appoint another person to fill the appointed position. The Board may also override the implied resignation and extend the appointment, if extenuating circumstances so dictate.
6. This requirement shall apply to all boards, commissions, or committees listed on the attached application form, provided however, that if State or County Ordinance addresses attendance requirements in an alternative manner, such law shall prevail.

**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board		Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)	X	Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

**Submit by email (clerk@fluvannacounty.org) or mail to:
County of Fluvanna, Attention: Clerk, Board of Supervisors, PO Box 540, Palmyra, VA 22963**

By signing below you are indicating that you have read and understand the Fluvanna County BCC Attendance Policy and that you agree to abide by the Bylaws of any Board, Commission, or Committee to which you may be appointed.

In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Carla Hawks Lee		May 2, 2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
16 Axle Tree Road Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
17	[REDACTED]	[REDACTED]	[REDACTED]
Office Use Only			
Application Received On:	5-2-22	Application Received By:	
Acknowledgement Sent:	5-2-22	Leontyne Peck	
Renewal Date:		Remarks:	
Renewal Date:			
Renewal Date:			
Renewal Date:			

Carla H. Lee

16 Axle Tree Road
Palmyra, VA 22963


Education

University of Michigan, M.I.L.S., 1992

Certificate of completion of University Library Associates Program

Michigan State University, B.A., 1990

Major: English

Minors: Physical Sciences and Education

Experience

Deputy University Library, 2017 - present

Interim Senior Director, Harrison Small Research Center – 2016 - 2017

Senior Director, Collections Access & Discovery 2014-2015

Director, Collection Initiatives, 2012-2014

University Library

University of Virginia

Senior Leadership Team

- Provide strategic direction for the Libraries on a variety of topics, including management structure, organization design, staffing needs, budget requests, and priority setting
- Co-lead collections-focused section of organizational redesign, which led to the production of the report “The University Library Entering its Third Century and informed the organization redesign
- Completed project reviewing all position descriptions in the organization and adjusting compensation accordingly

Management

- Oversee and set budget and direction for a variety of units over this period, including Interlibrary Services, Collection Management, Digital Production, Acquisitions, Shelf Maintenance, Off-site shelving, Mary and David Harrison Institute for American History, Literature and American Culture, and the Albert & Shirley Small Special Collections.

Collections Steering Group / Collection Budgeting

- Allocate and track \$10 million budget for University library system, including fundamental rethinking of allocation methods in 2015, intended to provide greater flexibility, streamline process and better address interdisciplinary needs
- Convene policy discussions on a variety of topics, including gift books, subject librarian reporting and off-site shelving retention.
- Analyze data for multiple projects, including: use data to identify best use of resources; collection data to project spaces needs and assess impacts of proposed Alderman refresh; financial data to support budget requests and reports
- With Jim Self, initiated Catalog Veracity Project, a two-pronged assessment of accuracy of collection representation in the catalog. Intended to assess the level

of confidence with which we could participate in sharing agreements, the project also led to an improved method for calculating our collection size

2013 Elsevier Renewal for Consortial group

- Led a group of collection development officers from throughout the state, to provide the lead negotiator supporting data, including use data and library journal retention preference data, compiled across institution and analyzed to determine most critical resources to include in negotiation. Upon completion of negotiations, worked with the same group to develop a new cost-sharing formula to more fairly balance payments across institutions.
- Organized and participated in Dean and Director-level meetings to prepare for negotiations

Director, Science, Engineering and Education Services, 2007-2012

Head, Collections and Services, Brown Science & Engineering Library 2006 – 2007

Librarian, Collections and Digital Services, Brown Science & Engineering Library 2005 – 2006

University of Virginia

Collection Management

- Analyzed data on Safari electronic books package to assess needs for seat and use of specific titles
- Serve as subject specialist for the Biomedical Engineering Department
- Chair the Selectors' Meeting Agenda Team

Digital Services and Projects

- Planned and carried out collaborative venture with ITC's Research Computing Services Center to create the Research Computing Lab, which included merging the staff and services from the two locations as well as the configuration of lab and office space.
- Created new services focused on data management, including UVA participation in creation of the DMPTool
- Coordinated the Digital Herbarium Project. This project has developed from a pilot project to a production level project. Project is now part of the Notes from Nature project, a crowd-sourced metadata transcription project on Zooniverse.
- Coordinated the McCormick Observatory Plate Stacks project, including a tour of the Plate Stacks for the wider University Library community. This project has led to web-based catalog of the plates. Future plans include attaching digitized surrogates of the plates to the catalog records.

Management

- Oversaw daily operations of the Science and Engineering Libraries, a unit consisting of six libraries, and twenty full time employees
- Wrote wage, OTPS and major budget requests for Research Computing Lab and Science and Engineering Libraries
- Oversaw positions requests and hiring processes
- Oversaw a unit of 20 staff members, including faculty and classified staff
- Coordinate user space issues, include: Chemistry Library planning; Biology/Psychology recarpeting; Coffee Shop planning; and Brown Library seating redesign

Web Design

- Lead Information Access Interfaces Project to work with a consultant to redesign the pages to access vendor indexes and databases. Led to the current suite of pages, which include an A to Z list, subject pages, and Find@UVa.
- Participated in Joint Managers' Retreat on the Online Library Environment

- Serve on the Online Library Environment Steering committee and act as leader of OLE User Requirements.

Committees

Library

- VIVA Steering Committee Representative (2012 – 2015)
 - Blue Sky Subcommittee (2013)
 - Balanced Scorecard Subcommittee (2013)
- Collections Steering Group (2006 – 2014), Chair, (2008 – 2014)
- Serials Solutions – AMS and Article Linker Implementation (2007-2008)
- Search Committee, Director of Digital Scholarship Services (2007)
- Search Committee, Associate University Librarian for Public Services and Collections (2006)
- Festival of the Book (2006)
- Web Redesign Taskforce (2006)
- Day of Caring participant (2005 – 2015)
- Imaging Group (2005 – 2006)
- Triad Discussion AV Support (2006)

External

- Non-Tenure Track Faculty Taskforce (2013-2015)
- Scholar's Trust Steering Committee (2011- 2015), Co-chair, (2014 – 2015)

Head, Science Library, 1998 – 2005

Science Librarian, 1992 – 1998

Loyola University Chicago

Collection Management

- Act as Science Collection Development Coordinator (1998 – 2005)
- Serve as bibliographer and liaison to the department of Physics, School of Nursing and Science Reference (current), as well as the departments of Biology, Chemistry, Natural Sciences, Math and Computer Sciences(past)
- Maintain approval plan, initiate firm and standing orders, evaluate gifts and recommend journals for purchase
- Facilitate faculty participation in journal cancellation projects and other special projects
- Evaluate library collection in support of program review and accreditation processes
- Serve on Electronic Resources Committee; evaluate and recommend large electronic resources for purchase

Reference

- Served as coordinator of Reference and Online Services
- Provide reference services for a variety of print and electronic resources
- Designed and implemented training for non-librarian reference staff

User Education

- Design and present instruction in support of specific courses
- Present a twice-yearly seminar on Chemical Information for department faculty, graduate and undergraduate students

- Design and implement and End User Training Program for faculty and graduate students, using the STN and Dialog Instructional Programs
- Teach various Internet training classes as part of ongoing program in conjunction with Information Technologies Department

Management

- Supervise and evaluate 5 FTE (2 librarians and 3 professional staff)
- Oversee operations of Science Library serving the departments of Biology, Chemistry, Computer Science, Mathematics, Natural Sciences, Physics, Psychology, and the School of Nursing
- Manage departmental budget of ~\$100,000, including operations and student salaries
- Participate in strategic planning initiatives
- Develop and pursue marketing programs, including Experience Chicago Science (student tours of local science museums) and Late Night Café (extended final exam hours program)

Web Architecture & Design

- Chair of Library Web Team 1998 – present
- Oversaw redesign of Library's web presence and move to new server (<http://libraries.luc.edu>)
- Worked with the committee to design Cold Fusion generated pages for electronic resources, staff information, and subject guides
- Developed new model for shared web design in libraries to provide more opportunities for web design, while maintaining design standards
- Co-created Dialog search forms for ISI citation databases and accompanying search wizard
- Created Dialog search form for Food Sciences and Technology Abstracts

Committees

University Wide

- Faculty Council Subcommittee on Information Technology (2000 – present)
 - Chair, Faculty Incentives Subcommittee (2002)
 - Academic Software Subcommittee (2002)
- Information Technology University Policy Committee (2000 – present)
- Provost Search Committee (2002)
- Campus Wide Information Systems Committee (1994 – 2000)
 - “Good Faith” Subcommittee (1996)
 - Data Integrity Subcommittee (1995 - 1997)
 - Web Education Subcommittee (1996 – 1997)
- Science and Faith Presentation Committee, Office of Faith and Culture (1993 – 1994)
- Faculty Advisor, Science Fiction Club (1996 - 1999)

Libraries

- OpenURL Resolver Review & Implementation Committees (2004)
- Approval and Book Vendor Review Committee (2002)
- Strategic Planning Committee (2000, 2002)
 - Chair, Collection Development Subcommittee (2002)
- OPAC Design Group for Endeavor Implementation (2000)

- NetLibrary Evaluation Committee (2000)
- Chair, Electronic Reserves Committee (2000 – present)
- Head of Systems Search Committee (2000)
- Ovid/SiteSearch Committee (2000)
- Electronic Resources Committee (1999 – present)
- Integrated Library System Selection, Acquisitions Subcommittee(1999)
- Chair, Science Librarian Search Committee (1999, 2000, 2003)
- Chair, Printing Cost Recovery Team (1999)
- Display Committee (1992 – 1997)
- Systems Support Team (1992 – 1995)
- Science Library Grand Opening Committee (1993)
- Bibliographer’s Manual Subcommittee (1992 - 1996, 1999 – 2002)

Consultant (2000 – 2009)

Odyssey Information Solutions, Ypsilanti, MI

- Provide research, business analysis, information architecture and design.
- Produced an extensive non-technical glossary of medical terms
- Conducted statistical research into the golf and golf equipment industries
- Designed user interface for CD-ROM accompanying textbook
- Created index for textbooks on diabetic patient education

University Library Associate, 1990-1992

Natural Science Library, University of Michigan

- Provide assistance with print, online and CD-ROM resources serving the biology, geology, and natural resources departments
- Design and present bibliographic instruction
- Prepare handouts and other instructional materials
- Evaluate gifts for inclusion in the collection

Computer Science Lab Monitor, 1991-1992

School of Information and Library Studies, University of Michigan

Library Student Assistant, 1987-1990

Director’s Office, Michigan State University Libraries

Professional Development

American Library Association	2009 - present
Listserv Manager	
Chief Collection Development Officers	2013 - present
Science & Technology Section	
Hot Topics Discussion Group	2009 - 2011
Special Libraries Association	1991 – 2014
Chair, Affirmative Action Committee,	
Michigan Chapter	1992
Membership Committee	
Biological Sciences Division	1994 – 1997

Public Relations Committee Sci-Tech Division	1993 – 1994
Awards Committee Sci-Tech Division	1996 – 2000
Chair	1997 – 1998
Chair, Publications Committee Biological Sciences Division	2006 – 2007
Treasurer Virginia Chapter	2007 – 2010
American Chemical Society Membership Committee, Chemical Information Division	1994 – 1996, 2001 – 2005 1994 – 1996
Educause Annual Meeting	2001 – 2003
Grant-seeking Workshop, Loyola University Chicago	2000
ARL/OLMS New Manager Training Workshop	2000
Voyager User Group Meeting	2000
Digital Archives of Science & Engineering Resources	2005 – 2006
DLF Meeting	2005
Assessment Conference	2006
Pisgah Astronomical Research Institute Astronomical Plates Conference	2007
iLead, UVA Leadership training	2008-2009
International Association of Science and Technology University Libraries	2014

Awards

Sigma Xi Certificate of Recognition for outstanding service in support of research scientists, Loyola University Chicago Chapter, 1993

Presentations

“E-reserves & Copyright,” LUC Faculty Workshops (2002)
 “Chemical Information Sources on the Internet,” American Chemical Society Continuing Education session, Chicago Chapter (1999)
 “Introduction to Computers” & “Internet Skills” Instructor, Emeritus Connection Program, Loyola University Chicago (1997-1999)
 “Preserving Virginia’s Botanical Heritage,” Reunions Weekend (2006)
 “Collaboration,” PIC Brown Bag Series (2007)
 “Library Collections: Using Data to Inform Decisions”, Invited Talk, Brown University, (2011)
 Tolson, Donna, Carla H. Lee, Larry Goldstein, Holly Robertson, and Todd Burks. “Prioritizing Resources Allocation: Learn from the University Library Process.” Presented at the Quality CORE Network Series, University of Virginia, October 16, 2019.
<https://organizacionalexcellence.virginia.edu/event/2516>.

Publications

- Baumgart, S., & Lee, C. H. (2006). Bioethics. In L. Ackerson (Ed.), *Literature Search Strategies for Interdisciplinary Research: A Sourcebook For Scientists and Engineers* (pp. 75-84). Lanham, Md.: Scarecrow Press.
- Blanton-Kent, B., Lee, C. H., & O'Bryant, F. (2006). *IEEE/IEE Electronic Library. Issues in Science & Technology Librarianship*, (46), 1.
- Buchanan, K. A., Lee, C. H., & Lohman, C. C. (2009). *Bold Decisions: Service & Resource Model Changes in an Academic Library*. ACRL/VLA Conference, Williamsburg, VA.
- Hawks, C., Michigan Univ., A. A., & Others, A. (1990). *Is There a Foreign Language Barrier in Engineering Research?* (ED337044).
- Hunter, C., Lake, S., Lee, C., & Sallans, A. (2010). A Case Study in the Evolution of Digital Services for Science and Engineering Libraries. *Journal of Library Administration*, 50(4), 335-347.
doi:10.1080/01930821003667005
- Jensen, K. & Lee, C.H., (2015). *Rapid Collections Surveying with Book Traces @ UVa*. Proceeding of the Charleston Library Conference. In Press.
- Lake, S., Lee, C. H., & Sallans, A. (2008). A Case Study in the Evolution of Digital Services for Science and Engineering Libraries. Paper presented at the ARL-CNI Fall Forum, Arlington, VA. Retrieved from <http://www.arl.org/resources/pubs/fallforumproceedings/forum08proceedings.shtml>
- Lee, C. H. and Mandernach, M. (2009). Communication and Collection Accountability through Clusters: Case Studies from Two Institutions. Proceedings of the Charleston Library Conference. <http://dx.doi.org/10.5703/1288284314772>
- Lee, C. H., and Morton, T. "It Can't Stay Here... : Print Collection Management During a Major Renovation." Webinar presented at the Where Does It Live? Storing Collections On and Off Campus: Part One | NISO website, Webinar, December 11, 2019.
<https://www.niso.org/events/2019/12/where-does-it-live-storing-collections-and-campus-part-one>.
- Lee, C. (2009). The Immortal Life of Henrietta Lacks. Book Review. *Library Journal*, 134(20), 130-131.
- Lee, C. (2008). The Secret Pulse of Time: Making Sense of Life's Scariest Commodity. *Library Journal*, 133(1), 128-129.
- Lee, C. H. (2007). Present at the Future: From Evolution to Nanotechnology, Candid and Controversial Conversations on Science and Nature. Book Review. *Library Journal*, 132(15), 82-83.
- Lee, C. H. (2011). The Best American Science Writing 2011. *Library Journal*, 136(16), 96-97.
- Lee, C. H. (2011). New: Understanding Our Need for Novelty and Change. *Library Journal*, 136(19), 91-91.

Reviewer for E-Streams (available at <http://www.e-streams.com>)
Volunteer Abstractor for ABC-Clio (1996-2000, 2006 - 2009)



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

Applicants are considered as vacancies occur and your application will be kept on file for three years.

Fluvanna County does not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in employment or the provision of services. Before completing the application, please review the membership requirements for the Board, Commission, or Committee for which you are interested. Applicants who do not meet membership requirements will not be put forward for consideration.

Name: Felicity Gasparoli Gooch	Election <input type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union
	District: <input checked="" type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other

EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.):

B.A. from the College of William and Mary - 1976
M.Ed. from the University of Virginia - 1980
Teacher in Fluvanna County Schools for 31 years. 1976-1981 and 1988-2014 (now retired)
Volunteer Coordinator for FCPS for 8 years. (part time job) 2014-2022

CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES:

I have served on the Fluvanna County Library Board for many years from the late 1990s (I think) to 2012, and from 2016 to 2023. The library board members also serve concurrently on the library board of trustees. During that time I have served as president for 2 years, and treasurer from 2008-2012 and since 2016. I was proud to help in the planning and fund raising for the current library building that was erected in 2008.

CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates):

I have been an active member of Beaver Dam Church since 1985 giving children's sermons, leading children's church, and working in the nursery for many years, though not currently. Currently serving as financial secretary since 2015, and clerk since 2011.

I serve as a volunteer at Central Elementary two days a week supporting teachers and students by supplementing instruction however needed, from 2014 to the present.
I serve periodically when I am available as a substitute volunteer for Meals on Wheels since 2018.

REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY:

I started teaching in Fluvanna in the fall of 1976, and married and moved here in 1977. I love this county and community. I love seeing people I have taught, worked with, and interacted with everywhere I go. My children and grandchildren are all here and I feel it is important to support the county in any way possible to help maintain it as a great place to live. As a retired teacher I feel education is one of the keys to that support, not only through my volunteering in the schools, but through the public library. The library provides access to books, computers, internet, and many programs that enrich the lives of our citizens and support their growth (both children and adults). I would love to continue in my role on the board as I feel it is one of the best ways that utilizes my personal strengths to continue to support our county.

Fluvanna County Board, Committee, and Commission Attendance Policy

(Approved June 17, 2015)

1. BCC members shall attend at least two-thirds of all scheduled meetings in each calendar year while serving.
2. The Chairperson of the board, commission, or committee shall notify the Clerk to the Board of Supervisors of any absences exceeding this policy.
3. The Clerk shall report these findings to the Board of Supervisors, typically in closed session.
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**PLEASE INDICATE BELOW THE BOARDS, COMMISSIONS, OR COMMITTEES (BCC)
ON WHICH YOU WISH TO SERVE.**

X	BCC	X	BCC	X	BCC
	Agricultural/Forestral District Advisory Committee		Finance Board		Piedmont Virginia Community College (PVCC) Board
	Board of Equalization (BOE)		Fluvanna Partnership for Aging Committee (FPA)		Planning Commission (PC)
	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
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	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)	X	Library Board of Trustees		
	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
	Family Assessment and Planning Team (FAPT)		Parks & Recreation Advisory Board (RAB)		

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Applicant's Signature <i>(Typing name below serves as digital signature)</i> Felicity Gasparoli Gooch		Date 3-13-2023	
Mailing Address (including City, State, & ZIP) 703 Oliver Creek Road, Troy, VA 22974		Physical Address (if different)	
Years Lived in Fluvanna 46	Phone # [REDACTED]	Alternate Phone #	Email Address [REDACTED]@[REDACTED].[REDACTED]
Office Use Only			
Application Received On:	3-13-2023	Application Received By: Leontyne Peck	
Acknowledgement Sent:	3-13-2023		
Renewal Date:		Remarks: Caitlin spoke with Ms. Gooch and acknowledged that she would update her application.	
Renewal Date:			
Renewal Date:			
Renewal Date:			



APPLICATION TO SERVE ON BOARDS/COMMISSION/COMMITTEES

County of Fluvanna

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Name: Sandra Patterson	Election: <input checked="" type="checkbox"/> Columbia <input type="checkbox"/> Cunningham <input type="checkbox"/> Fork Union District: <input type="checkbox"/> Palmyra <input type="checkbox"/> Rivanna <input type="checkbox"/> Other
EXPERIENCE/PROFESSIONAL EXPERTISE/EDUCATION (Please provides dates of education and experience. You may also provide a resume/CV.): High school, some college credits. 2 in English. Hair Dresser (cosmetology) home health aide, admin assistant, data entry operator, payroll worker, security and record keeper	
CURRENT OR PRIOR SERVICE ON BOARDS/COMMISSIONS/OR COMMITTEES: Parks and Recreation Board DSS Board	
CIVIC ACTIVITIES AND MEMBERSHIPS (Roles with fraternal, business, church, or social groups – please provide dates): FLRD Member, NAACP Member, Friends of the Library Member, VIP Coordinator, Triad Coordinator, Evergreen Baptist Church Member	
REASON(S) FOR WANTING TO SERVE FLUVANNA COUNTY: I want to serve the community by giving back and being an active member of society.	

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	Board of Zoning Appeals (BZA)		Fork Union Sanitary District (FUSD) Advisory Committee		Region Ten Community Services Board
	Building Code of Appeals Board		James River Water Authority (JRWA)		Rivanna River Basin Commission
	Central Virginia Regional Jail (CVRJ) Authority		JAUNT Board	X	Social Services Board
	Columbia Task Force (CARE)		Jefferson Area Board of Aging (JABA) Advisory Council		Thomas Jefferson Planning District Commission (TJPDC)
	Community Policy & Management Team (CPMT)		Jefferson Area Board of Aging (JABA) Board of Directors		Thomas Jefferson Water Resources Protection Foundation
	Economic Development Authority (EDA)	X	Library Board of Trustees		
X	Economic Develop. & Tourism Advisory Council (EDTAC)		Monticello Area Community Action Agency (MACAA)		
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In accordance with Virginia Code §2.2-3705.1, by submitting this application, it is presumed that you are providing your personal contact information to be used for communicating with the County, and unless otherwise indicated by you, your personal contact information will not be shared publicly.

Applicant's Signature <i>(Typing name below serves as digital signature)</i>		Date	
Sandra Patterson		3/24/2022	
Mailing Address (including City, State, & ZIP)		Physical Address (if different)	
39 Harris Lane Palmyra, VA 22963			
Years Lived in Fluvanna	Phone #	Alternate Phone #	Email Address
17	[REDACTED]	[REDACTED]	[REDACTED]

Office Use Only

Application Received On:	3-24-2022	Application Received By:	Leontyne Peck
Acknowledgement Sent:			
Renewal Date:		Remarks:	Hand delivered.
Renewal Date:			
Renewal Date:			
Renewal Date:			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB G

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	VDOT Quarterly Report				
MOTION(s):	N/A				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
			XX		
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Scott Thornton, VDOT Residency Administrator				
RECOMMENDATION:	Information Only				
TIMING:	Routine				
DISCUSSION:	Quarterly VDOT update.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	VDOT Quarterly Report				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB H

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Adoption of the Fluvanna County Board of Supervisors May 17, 2023 Meeting Minutes.				
MOTION(s):	I move the meeting minutes of the Fluvanna County Board of Supervisors Regular Meeting on Wednesday May 17, 2023, be adopted.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goals(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Caitlin Solis, Clerk to the Board				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	None.				
FISCAL IMPACT:	N/A				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	Draft Minutes for May 17, 2023.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
					X

**FLUVANNA COUNTY BOARD OF SUPERVISORS
REGULAR MEETING MINUTES
Carysbrook Performing Arts Center
8880 James Madison Hwy, Fork Union, VA 23055
May 17, 2023
Regular Meeting 7:00pm**

MEMBERS PRESENT:

Mozell Booker, Fork Union District, Chair
Patricia Eager, Palmyra District, Vice Chair
John M. (Mike) Sheridan, Columbia District (left meeting at 9:29pm)
Tony O’Brien, Rivanna District (entered meeting at 7:19pm)
Chris Fairchild, Cunningham District

ABSENT:

None.

ALSO PRESENT:

Eric M. Dahl, County Administrator
Kelly Harris, Assistant County Administrator
Fred Payne, County Attorney
Caitlin Solis, Clerk for the Board of Supervisors

1 - CALL TO ORDER, PLEDGE OF ALLEGIANCE, & MOMENT OF SILENCE

At 7:07pm, Chair Booker called to order the Regular Meeting of May 17, 2023. After the recitation of the Pledge of Allegiance, a moment of silence was observed.

3 - ADOPTION OF AGENDA

- Mr. Dahl asked to add Moody’s Issuer Rating, and Developer Meetings with Supervisors to New Business.

MOTION:	Accept the Agenda, for the May 17, 2023 Regular Meeting of the Board of Supervisors, as amended.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second			Motion
VOTE:	Yes	Yes	Yes	Absent	Yes
RESULT:	4-0				

4 - COUNTY ADMINISTRATOR’S REPORT

Mr. Dahl reported on the following topics:

Announcements and Updates - New Employees

- Beckey Martin, Finance Department, Financial Services Specialist, Started May 8th
- Brandon Corker, Information Technology, IT Systems Specialist, Started May 15th

National Police Week

- “In 1962, President Kennedy proclaimed May 15 as National Peace Officers Memorial Day and the calendar week in which May 15 falls, as National Police Week. Established by a joint resolution of Congress in 1962, National Police Week pays special recognition to those law enforcement officers who have lost their lives in the line of duty for the safety and protection of others.
 - According to the National Law Enforcement Officers Memorial Fund, more than 800,000 Law Enforcement Officers serve in the United States today.
 - Each year, the National Law Enforcement Officers Memorial adds new names to the wall.
 - The average is 163 deaths per year.
 - Fallen Law Enforcement Officers represent all levels of Law Enforcement, including local, State, Federal, Tribal, and Military Law Enforcement.
 - Today we honor our fallen Brothers and Sisters across this great Nation for their service and sacrifices and offer heartfelt support to their surviving family members and fellow Officers. A HERO remembered is never forgotten.”

Fork Union Village Community Meeting

- June 3, 2023
- 10:00am – 12:00pm
- at the Fluvanna Community Meeting

Next BOS Meetings

Day	Date	Time	Purpose	Location
Wed	Jun 7	5:00 PM	Regular Meeting	Library

Board of Supervisors Minutes

Wed	Jun 21	7:00 PM	Regular Meeting	Library
Wed	Jul 5	5:00 PM & 7:00 PM	Regular Meeting	Library

5 - PUBLIC COMMENTS #1

At 7:20pm, Chair Booker opened the first round of Public Comments. With no one wishing to speak, Chair Booker closed the first round of Public Comments at 5:23pm.

6 - PUBLIC HEARING

VDOT Secondary Six Year Plan— Scott Thornton, VDOT Residency Administrator, presented the FY24 Secondary Six Year Plan materials to the Board.

At 7:48pm, Chair Booker opened the Public Hearing.

- Carol Parsons, 16 Barrett, commented on the 4 way intersection at Rt. 616 and Rt. 600, the intersections at Monish Gate, Riverside Gate, and Lake Monticello Drive, as well as removing vegetation in the center of traffic circles.

With no one else wishing to speak, Chair Booker closed the Public Hearing at 7:53pm.

MOTION:	Accept the Resolution for the VDOT Secondary Six-Year Plan (2023/24 through 2028/29) and VDOT Construction Priority List (2023/24) as required by sections 33.1-23 and 33.1-23.4 of the 1950 Code of Virginia.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:			Second		Motion
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

ZMP 23:01 J&B LMO, LLC – Douglas Miles, Community Development Director

ZMP 23:01 J & B LMO, LLC – A rezoning request to conditionally rezone from A-1, Agricultural, General and R-4, Residential, Limited to the B-C, Business, Convenience Zoning District with respect to 2.2 +/- acres as Tax Map 9 Section A Parcel 15B and Tax Map 18A Section 7 Parcel 158A. The subject properties are located north of Lake Monticello Road (SR 618) and known as 2987 Lake Monticello Road in the Rivanna Community Planning Area and the Palmyra Election District.

Brief Summary

- Dr. John Lyon operated a Dentistry office at this location for many years and then it was used as a Professional office for The Fluvanna Review newspaper and its publishing company office.
- Rather than continue to request a Special Use Permit each time - it was recommended that a B-C, conditional rezoning be done and then a Vacation plat be completed for the 2 parcels.

Fluvanna County Comprehensive Plan

- The Rivanna Community Planning Area designates the subject properties for Neighborhood Mixed Use which includes small commercial and professional office uses.
- This B-C, Business Convenience rezoning case request complies with our adopted Comprehensive Plan and the proposed land uses would serve the neighborhood area.

Proffered Uses

B-C, Business Convenience Zoning Uses Permitted:

- Bakeries, Butcher shops, Daycare centers, Garden centers, Offices – dental, medical and professional. Personal service establishments such as barber shops and beauty salons, dry cleaners with seamstresses, tailors and shoe repair work, Fine art studios, Specialty retail stores, and small restaurant uses to serve area.

B-C, Business Convenience Zoning Uses Not Permitted:

- Drive-thru bank and fast food restaurant uses; Funeral homes, Gas stations and Convenience stores that can generate additional traffic, light and/or noise concerns.

Screening

- B-C, Business Convenience Commercial land uses are to be screened from view of adjacent properties within residential and agricultural zoning districts to include:
- Parking lots of five (5) spaces or more with commercial vehicles by a solid fence, landscaping or combination thereof with the fence at six (6) feet in height along with evergreen trees planted every ten (10) feet along fence.
- Dumpsters and Recycling Bins shall be screened by an enclosure area to match building with low-maintenance materials from the public road and adjacent properties.

Board of Supervisors Minutes

At 8:04pm, Chair Booker opened the Public Hearing.

- April Ballard, 873 Jefferson, expressed her appreciation for the thoughtfulness taken to minimize the sense of sprawl.

With no one else wishing to speak, Chair Booker closed the Public Hearing at 8:05pm.

MOTION:	Approve ZMP 23:01, a request to amend the Fluvanna County Zoning Map on 2.2 +/- acres of Tax Map 9, Section A, Parcel 15B and Tax Map 18A Section 7 Parcel 158A to conditionally rezone the same from A-1, General Agricultural and R-4, Limited Residential to the B-C, Business Convenience Zoning District and subject to the proffers dated May 3, 2023.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:	Motion			Second	
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

SUP 23:02 Andrea and Robert Nickels – Douglas Miles, Community Development Director

SUP 23:02 ANDREA AND ROBERT NICKELS - A Special Use Permit request in the A-1 Agricultural, General District to permit Agricultural enterprise and Event facility uses on 42.9 +/- acres known as Tax Map 48 Section 1 Parcel 3. The property is located on the north line of West River Road (Route 6) and is known as 5199 West River Road. The subject property is located in the Rural Residential Planning Area and the Cunningham Election District.

- Agricultural Enterprise – Agricultural related use that provides an agricultural service or produces goods from agricultural resources. These include processes that are a direct outgrowth, yet more intensive, of the products derived through agriculture, as defined in the Zoning Ordinance.
- Related uses include a farm brewery, cidery, distillery, meadery, or in this case a winery where they currently serve wine by the glass, bottle and offer tasting samples as licensed by the Virginia Alcoholic Beverage Control Authority in Virginia.
- Event Facility – A place of public assembly, used primarily as a facility for hosting functions including, but not limited to, weddings, receptions, banquets, anniversaries, meetings or conferences.
- The event facility may be located in a building or tent, be in an uncovered, outdoor gathering space of less than 200 people or a combination thereof. An event facility is a place that charges a fee or that requires compensation to use the space or charges an entry fee or other fee for the uses related to the facility and it does not include a Lodge or an Outdoor Gathering which are both SUPs.
- Lodge: A facility, owned or operated by a corporation, association, person or persons, for social, educational or recreational purposes, to which membership is required for participation and not primarily operated for profit nor to render a service that is customarily carried on as a business and does not include facilities for members to reside. (Example: VFW Lodge by Special Use Permit)
- Outdoor Gatherings – Any temporary, organized gathering expected to attract 200 or more persons at one time in open spaces outside an enclosed structure such as entertainment, food and music festivals would not be permitted on the premises. (Special Use Permit)

Zoning Ordinance Requirements

- A Lodge has always required a Special Use Permit for assembly hall functions for the health and safety of the members and guests in attendance inside the building.
- An Event Facility was defined and added to the Zoning Ordinance in August 2022 as a Special Use Permit for these same reasons for rental hosts and their guests.

At 8:31pm, Chair Booker opened the Public Hearing. With no one wishing to speak, Chair Booker closed the Public Hearing at 8:31pm.

MOTION:	<p>Approve SUP 23:02, a request to permit an Agricultural enterprise and Event facility use with respect to 42.9 +/- acres of Tax Map 48, Section 1, Parcel 3, subject to the seven (7) conditions listed in the staff report.</p> <ol style="list-style-type: none"> 1. This Special Use Permit is granted for an Agricultural enterprise and Event facility use to Andrea and Robert Nickels and is not transferable and it does not run with the land on Tax Map 48 Section 1 Parcel 3. 2. The applicants will provide staffing for private parking and traffic circulation purposes from Route 6 with event personnel clearly marked as “Event Staff” for safety reasons. The Fluvanna County Sheriff’s Office shall be notified at least thirty (30) days prior to the Event facility events that are between 100 to 200 persons to be located on the premises. 3. The Event facility events with outdoor live or recorded music shall be from 10:00 am until 11:00 pm, with the exception of 5K runs, that may start at 7:00 am on the premises.
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Board of Supervisors Minutes

	4. The applicants shall ensure compliance with the Noise Ordinance of the Code of the County of Fluvanna, as adopted and as enforced by the Fluvanna County Sheriff’s Office. 5. The site shall be maintained in a neat and orderly manner so that the visual appearance from the public right-of-way and adjacent properties is acceptable to County officials. 6. The Board of Supervisors, or its representative, reserves the right to inspect the property for compliance with these conditions at any time. 7. Under Section 22-17-4 F (2) of the Fluvanna County Code, the Board of Supervisors has the authority to revoke a Special Use Permit if the property owners have substantially breached the conditions of the Special Use Permit.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O’Brien	Mr. Sheridan
ACTION:		Second	Motion		
VOTE:	Yes	Yes	Yes	Yes	Yes
RESULT:	5-0				

7 - ACTION MATTERS

Proposed BOS Member Salary Increase – Eric Dahl, County Administrator

Code of Virginia – § 15.2-1414.2. Salaries to be fixed by board; limits; reimbursement in addition to salary. (Excerpts below)

- The annual compensation to be allowed each member of the board of supervisors of a county shall be determined by the board of supervisors of such county but such compensation shall not be more than a maximum determined in the following manner.
- Prior to July 1 of each year, the current board, by a recorded vote of a majority present, shall set a maximum annual compensation, which will become effective as of January 1 of the year following the next regularly scheduled elections.
- Any board of supervisors may fix a higher salary for the chairman, or the vice-chairman, or both, than for the other members of the board without respect to the limits herein set forth.

Background

- BOS member salary increases occurred January 1, 2008.
- BOS member salary increases were approved in 2019.
 - On May 1, 2019, the Board voted 3-2 to increase the pay of Supervisors (13%-15%), effective January 1, 2020:
- BOS member salary increases were then approved in 2021.
 - On June 16, 2021, the Board voted 3-2 to increase the pay of Supervisors (6%), effective January 1, 2022, to:

Position	New Monthly	New Annual
Chair	\$901	\$10,812
Vice-Chair	\$848	\$10,176
Members	\$795	\$ 9,540

- A review of FY23 salaries for Board of Supervisors of surrounding and similar sized counties in the Commonwealth shows the following:

Group	July 1, 2022 Est. Pop.*	Chair	BoS	Chair Per Capita	BoS Per Capita
7 Local Counties Avg. (less Albemarle)	21,931	\$11,229	\$9,711	\$0.583	\$0.506
22 Counties 20K-35K Pop. Avg.	28,062	\$10,147	\$8,824	\$0.367	\$0.319
All 29 Counties Average	26,472	\$10,427	\$9,057	\$0.423	\$0.367
Fluvanna	27,843	\$10,812	\$9,540	\$0.388	\$0.343

- Consistent with previous BOS Member salary increase methodology, it is recommended to increase the pay by 9% for the BOS Chair and 7% for the BOS Vice-Chair and BOS to align per capita amounts with the “All 29 Counties Average” above.
- The difference between “Fluvanna” current per capita amount above for Chair \$0.388 and the “All 29 Counties Average” per capita amount for Chair \$0.423 is 9.02%.
- The difference between “Fluvanna” current per capita amount above for BOS \$0.343 and the “All 29 Counties Average” per capita amount for BOS \$0.367 is 7.00%.

Board of Supervisors Minutes

- Salary changes would reflect the following:

<u>Position</u>	<u>Current Annual</u>	<u>New Annual</u>
Chair	\$10,812	\$11,785
Vice-Chair	\$10,176	\$10,888
Members	\$ 9,540	\$10,208

- The proposed pay increases and timing thereof complies with Virginia Code § 15.2-1414.2 - Salaries to be fixed by board; limits; reimbursement in addition to salary.
- Increase in costs of \$1,845 for the last six months of FY24; funds needed in FY24 will be covered with BOS Contingency. Total annual cost increase beginning in FY25 will be \$3,689.

MOTION:	Approve the pay increase for each Fluvanna County Board of Supervisors' member to the new pay rates of:																
	<table border="1"> <thead> <tr> <th><u>Position</u></th> <th><u>New Monthly</u></th> <th><u>New Annual</u></th> </tr> </thead> <tbody> <tr> <td>Chair</td> <td>\$982</td> <td>\$11,785</td> </tr> <tr> <td>Vice-Chair</td> <td>\$907</td> <td>\$10,888</td> </tr> <tr> <td>Members</td> <td>\$851</td> <td>\$10,208</td> </tr> </tbody> </table>					<u>Position</u>	<u>New Monthly</u>	<u>New Annual</u>	Chair	\$982	\$11,785	Vice-Chair	\$907	\$10,888	Members	\$851	\$10,208
	<u>Position</u>	<u>New Monthly</u>	<u>New Annual</u>														
	Chair	\$982	\$11,785														
Vice-Chair	\$907	\$10,888															
Members	\$851	\$10,208															
with such increase to be effective January 1, 2024 and the FY24 amount of \$1,845 to come from the BOS Contingency.																	
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan												
ACTION:				Motion													
VOTE:																	
RESULT:	Motion Failed for Lack of a Second																

7A – BOARDS AND COMMISSIONS

None.

8 – PRESENTATIONS

Virginia Cooperative Extension-Fluvanna Unit Update - Spring 2023 – Kim Mayo, Senior Extension Agent, 4-H Youth Development/Unit Coordinator, presented the Board with the Fluvanna Spring Update including Staffing Update, Situation Analysis, Family Nutrition Program, Agriculture and Natural Resources, Agriculture Literacy Week March 13-17, 4-H Teen Leader Training- March 25, 4th Grade Agriculture Day- March 31, Community Garden, Earth Day Celebrations, Carysbrook School Garden, and Upcoming Events.

Jaunt FY24 Funding – Eric Dahl, County Administrator

- Jaunt notified the County that since their minimum funding request of \$87,070 was not approved (\$76,120 was approved), there would need to be a 10% service reduction. They would propose eliminating the “Midday Link”, which is a 2 day a week (Tuesdays and Thursdays) service connecting county residents to Charlottesville/Albemarle County. If they do so, they would need to inform the community in the upcoming weeks of the change.
- Jaunt has also notified the County we will be receiving an FY22 rebate around June or July of this year of \$22,760. They are requesting to utilize part of the rebate to make up the \$10,950 difference to not eliminate service for FY24.
- In addition, if the County decided to utilize the full \$22,760 rebate for the FY24 budget, they would not need to cut service and they could make the intra-county circulator a five-day week service; it is currently a three-day a week service.

9 - CONSENT AGENDA

The following items were discussed before approval:

K - FY23 Fork Union Fire Department Insurance Claim – 2012 Pierce Pumper VIN# 3208

The following items were approved under the Consent Agenda for May 17, 2023:

- Minutes of May 3, 2023 – Caitlin Solis, Clerk to the Board
- Minutes of May 10, 2023 – Caitlin Solis, Clerk to the Board
- R. K. Chevrolet Vehicle Purchase Agreement – Tori Melton, Finance Director
- Record Management and File Access Agreement – Eric Dahl, County Administrator
- FY23 Fork Union Fire Department Insurance Claim – 2012 Pierce Pumper VIN# 3208 – Tori Melton, Director of Finance

Board of Supervisors Minutes

MOTION:	Approve the consent agenda, for the May 17, 2023 Board of Supervisors meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:		Second		Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

10 - UNFINISHED BUSINESS

Removal of Illegal Signs from the VDOT Right of Way – Eric Dahl, County Administrator

- The Board wanted to see what options were available to eliminate and/or impose penalties for temporary signs in the VDOT Right of Way or along Fluvanna roadways.
- After speaking with VDOT, they will allow levying a \$100 Civil Penalty for signs on the right of way, if an agreement “For Enforcement of Laws Regarding Illegal Signs and Advertising within the Limits of the Highway” is entered between VDOT and the local government.

UPDATE:

After the last Board of Supervisors meeting on May 3rd, some answers were requested for the Removal of Illegal Signs from the VDOT Right of Way process.

1. What other County’s or those near Fluvanna have entered into an agreement to do this enforcement?
 - a. The closest localities to Fluvanna are Caroline Co, Spotsylvania Co, and Chesterfield Co.
2. Does Fluvanna do some or all the Removal of Illegal Signs from the VDOT Right of Way?
 - a. Fluvanna would be responsible for the sign removal.
3. Does VDOT or Fluvanna levy the Civil Penalty?
 - a. Fluvanna would levy the Civil Penalty.
4. What portion of the levied Civil Penalty remains with Fluvanna County vs VDOT?
 - a. Fluvanna would retain 100% of the Civil Penalty
5. Can Fluvanna County get a map of VDOT roads in the County showing all of the Right Of Way (ROW) widths?
 - a. VDOT has provided the County with a spreadsheet of ROW widths on County roads. Some roads in the County indicate variable widths and VDOT recommends searching the property plats at the courthouse to find out what the legal Right Of Way may be on any particular piece of property in question.

- *The Board asked to have a motion brought back at a later date.*

Burn Building Update – Eric Dahl, County Administrator

Background

- 2017 – Fluvanna was awarded a Burn Building Grant in the amount of \$480,000
 - \$450,000 for construction
 - \$30,000 for A&E
 - \$630,000 original cost estimate, \$150,000 County Contribution
 - May/June 2018 – Issued an Request For Proposal (RFP) for a Design/Build Burn Building project
 - Received one proposal for \$1,033,768
 - The County did not proceed with the proposal
 - 2019/2020
 - The Burn Building Committee reviewed other locality structures and recommended design changes to help lower project costs.
 - The County engaged with Crabtree, Rohrbaugh & Associates, Inc. to design a structure to achieve a lower cost project
 - Estimates were around \$830,948 - \$954,544 (does not include site work)
- September 2020 – Issued an Invitation for Bid (IFB), the low bid came in at \$987,721.00.
 - Leaving \$537,721 in funding needed from the County
 - This does not include a contingency fund, Special Inspections, Construction Administration, electric and water hookups.
- January 2021 - Burn Building Committee was made aware of a building completed in Harrisonburg using the same grant.
 - Part of the Committee took a tour of the facility and was able to see how it functioned during a training activity.
 - In an effort to save money in the overall construction cost, the Committee recommended to the board to change the design to the more economical version completed by Harrisonburg and the board approved the additional design costs in January 2021.
 - The final building cost estimate was around \$650,000.
 - Did not include site work.

Current Status

- Winter 2022/2023 – Burn Building Committee was looking for additional cost effective burn building options.
- April 2023 – A container style burn building structure was presented to the Burn Building Committee

Board of Supervisors Minutes

- Estimated costs for a three container structure was around \$400,000
- This does not include a contingency fund, Site Work, Special Inspections, Construction Administration, electric and water hookups (some items could be reduced/removed).

Virginia Department of Fire Programs

- Currently, the Virginia Department of Fire Programs (VDFP) grant for burn buildings does not include a container style structure.
 - Goochland County and the City of Richmond have received approval exceptions to use grant funds on a container style structure.
 - Does the Board want the County Administrator to submit a special exception letter request to the Virginia Fire Services Board (VFSB) through VDFP to use our grant funds for a container type fire training building?
 - If approved by the VFSB, additional County funds may be required to revise the site work plans for a different style structure (structure foundation).
 - The Fire Services Board directed VDFP to create a fourth prototype, Prototype IV, specifically setting guidelines for the use of container type fire training structures using Grant Funding. (Still being developed)
 - The City of Hopewell is also waiting on the use of Grant Funds for container type fire training structures. Together, Fluvanna County and other localities may work to obtain funding.
 - There are not any container type fire training structures used in Virginia that have used VDFP Grant Funds due to containers not falling under the Prototype I or II building guidelines of the Grant Program.
- *The Board directed staff to continue pursuing the project.*

11 - NEW BUSINESS

Moody's Issuer Rating – Eric Dahl, County Administrator

- Moody's is requiring a \$3,000 annual fee to maintain their rating of the County. Mr. Dahl asked the Board if they would rather pay the annual fee every year or let the rating go and pay a larger one-time fee if and when they pursue a new bond issue. After some discussion, the Board agreed to drop the Credit rating.

Developer Meetings with Supervisors – Eric Dahl, County Administrator

- In response to multiple requests for meetings by developers, the Board of Supervisors agreed not to coordinate two-by-two meetings with prospective developers and to have them reach out directly to the Board members individually.

12 - PUBLIC COMMENTS #2

At 10:34pm, Chair Booker opened the first round of Public Comments. With no one wishing to speak, Chair Booker closed the first round of Public Comments at 10:35pm.

13 - CLOSED MEETING

MOTION:	At 10:35pm, move the Fluvanna County Board of Supervisors enter into a closed meeting, pursuant to the provisions of Section 2.2-3711 A.1 of the Code of Virginia, 1950, as amended, for the purpose of discussing Personnel – County Attorney Position.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION:	At 11:03pm, move the Fluvanna County Board of Supervisors recess the closed meeting.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

MOTION TO EXTEND

- *At 11:03pm, a motion was made to extend the Board of Supervisors meeting.*

MOTION:	Approve a motion to extend the March 1, 2023 Regular Board of Supervisors meeting to 11:05pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

14 - ADJOURN

MOTION:	Adjourn the regular meeting of Wednesday, May 17, 2023 at 11:04pm.				
MEMBER:	Mrs. Booker	Mrs. Eager	Mr. Fairchild	Mr. O'Brien	Mr. Sheridan
ACTION:			Second	Motion	
VOTE:	Yes	Yes	Yes	Yes	Absent
RESULT:	4-0				

ATTEST:

FLUVANNA COUNTY BOARD OF SUPERVISORS

Caitlin Solis
 Clerk to the Board

Mozell H. Booker
 Chair

DRAFT



BOARD OF SUPERVISORS

County of Fluvanna
Palmyra, Virginia

RESOLUTION No. 16-2023

**A RESOLUTION TO APPROVE VDOT SECONDARY SIX-YEAR PLAN
(2023/24 through 2028/29) and
VDOT CONSTRUCTION PRIORITY LIST (2023/24)**

At a regular monthly meeting of the Fluvanna County Board of Supervisors held at 7:00 p.m. on Wednesday, May 17, 2023 in Palmyra, Virginia, the following action was taken:

WHEREAS, Sections 33.2-331 of the 1950 Code of Virginia as amended, provides the opportunity for each county to work with the Virginia Department of Transportation in developing a Secondary Six-Year Road Plan; and

WHEREAS, this Board had previously agreed to assist in the preparation of this Plan, in accordance with the Virginia Department of Transportation policies and procedures, and participated in a public hearing on the proposed Plan (2023/24 through 2028/29) as well as the Construction Priority List (2023/24) on May 17, 2023 after duly advertised so that all citizens of the County had the opportunity to participate in said hearing and to make comments and recommendations concerning the proposed Plan and Priority List; and

WHEREAS, Scott Thornton, Residency Administrator, Virginia Department of Transportation - Louisa Residency, appeared before the Board and recommended approval of the Six-Year Plan for Secondary Roads (2023/24 through 2028/29) AND Construction Priority List (2023/24) for Fluvanna County.

NOW, THEREFORE, BE IT RESOLVED that since said Plan appears to be in the best interest of the Secondary Road System in Fluvanna County and of the citizens residing on the Secondary System, said Secondary Six-Year Plan (2023/24 through 2028/29) and Construction Priority List (2023/24) are hereby approved as presented at the public hearing.

THE FOREGOING RESOLUTION WAS DULY AND REGULARLY ADOPTED by the Fluvanna County Board of Supervisors at a meeting of the Board held on the 17th day of May 2023.

	AYE	NAY	ABSTAIN	ABSENT	MOTION	SECOND
Mozell H. Booker, Fork Union District	X					
Patricia B. Eager, Palmyra District	X					
Anthony P. O'Brien, Rivanna District	X					
John M. Sheridan, Columbia District	X				X	
Chris Fairchild, Cunningham District	X					X

Adopted this 17th day of May, 2023
by the Fluvanna County Board of Supervisors

ATTEST:

Mozell H. Booker, Chair
Fluvanna County Board of Supervisors



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2023-06-07 p.113/624
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

TAB I

Date: May 2, 2023
From: Finance Department
To: Board of Supervisors
Subject: Accounts Payable Report for April 2023

1. Staff recommends that the Board of Supervisors ratify the expenditures in the attached report and summarized below.

CATEGORY	AMOUNT
General	\$1,353,447.11
Capital Improvements	\$95,766.31
Debt Service	\$0.00
Sewer	\$4,238.40
Fork Union Sanitary District	\$19,060.60
Zion Crossroads Water & Sewer	\$10,012.97
TOTAL AP EXPENDITURES	\$1,482,525.39
Payroll	\$1,092,894.01
TOTAL	\$2,575,419.40

MOTION

I move the Accounts Payable and Payroll be ratified for April 2023 in the amount of \$2,575,419.40.

Encl:
AP Report

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
5	Fund # - 100 GENERAL FUND								
6	GENERAL FUND								
7	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 031723	102772	3/17/2023	4/3/2023	391.32		
8	MINNESOTA LIFE INS. CO	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 030323	102431	3/3/2023	4/3/2023	408.19		
9	JEFFREY LEDGER	PLANNING ESCROW	ES22-136 CASH BOND REFUND	042623	4/26/2023	4/28/2023	2,000.00		
10	TREASURER OF VIRGINIA	SHERIFF'S FEE PAY TO C/W	MARCH '23 SHERIFF'S FEES	78622	4/3/2023	4/30/2023	1,050.52		
11	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 030323	102432	3/3/2023	4/3/2023	805.81		
12	VACORP	CLEARING ACCOUNT-	Payroll Run 1 - Warrant 031723	102773	3/17/2023	4/3/2023	822.83		
13						Total:	\$5,478.67		
14									
15	REAL ESTATE TAXES								
16	BUNCH, RAYMOND & CHRYSAN	R E 2022 - 1ST	RE 2022 17-A-71	103521	4/20/2023	4/21/2023	638.58		
17	CORELOGIC CENTRALIZED REFUND	R E 2022 - 1ST	RE 2022 18A-9-126	103728	4/27/2023	4/28/2023	1,174.07		
18	CORELOGIC CENTRALIZED REFUNDS	R E 2022 - 1ST	RE 2022 9-12-147	103724	4/27/2023	4/28/2023	1,743.05		
19	CORELOGIC CENTRALIZED REFUNDS	R E 2022 - 1ST	RE 2022 18A-12-439	103726	4/27/2023	4/28/2023	912.63		
20	CORELOGIC CENTRALIZED REUNDS	R E 2022 - 1ST	RE 2022 18-9-20	103725	4/27/2023	4/28/2023	1,421.58		
21	REED, PATRICK A	RE 2022-2ND	EXP#000016	103145	3/31/2023	4/5/2023	627.49		
22	TAPHANEL, SEBASTIAN & NICOLE	RE 2022-2ND	EXP#000022	103676	4/27/2023	4/28/2023	482.61		
23	WOOD, DANA L	R E 2022 - 1ST	RE 2022 36-11-4	103151	4/3/2023	4/5/2023	200.00		
24						Total:	\$7,200.01		
25									
26	PERSONAL PROPERTY TAXES								
27	DIEMER, SHAWNA LYNN	P P 2022 - 1ST	EXP#000023	103677	4/27/2023	4/28/2023	542.15		
28	DIEMER, SHAWNA LYNN	PP 2022 - 2ND	EXP#000023	103677	4/27/2023	4/28/2023	542.14		
29	FLEVARAKIS, JOHN	P P 2022 - 1ST	EXP#000063	100320	11/29/2022	4/28/2023	58.29		
30	GENTRY, TIMOTHY WAYNE	P P 2020 - 1ST	EXP#000017	103146	3/31/2023	4/5/2023	84.02		
31	GENTRY, TIMOTHY WAYNE	P P 2020 - 2ND	EXP#000017	103146	3/31/2023	4/5/2023	84.01		
32	GENTRY, TIMOTHY WAYNE	P P 2021 - 1ST	EXP#000018	103147	3/31/2023	4/5/2023	78.61		
33	GENTRY, TIMOTHY WAYNE	P P 2021 - 2ND	EXP#000018	103147	3/31/2023	4/5/2023	78.60		
34	GENTRY, TIMOTHY WAYNE	P P 2022 - 1ST	EXP#000019	103148	3/31/2023	4/5/2023	76.69		
35	GENTRY, TIMOTHY WAYNE	PP 2022 - 2ND	EXP#000019	103148	3/31/2023	4/5/2023	76.68		
36	GRANDE FLORES, JOSE R	P P 2019 - 1ST	PP 2019 15810	103523	4/20/2023	4/21/2023	35.00		
37	MAYO, PAMELA ANITA	P P 2021 - 1ST	PP 2021 26029	103525	4/20/2023	4/21/2023	37.38		
38	MAYO, PAMELA ANITA	P P 2021 - 2ND	PP 2021 26029	103525	4/20/2023	4/21/2023	37.38		
39	SCHLEIN, KELSEY ALEXIS	P P 2022 - 1ST	EXP#000024	103678	4/27/2023	4/28/2023	174.26		
40	SCHLEIN, KELSEY ALEXIS	PP 2022 - 2ND	EXP#000024	103678	4/27/2023	4/28/2023	174.25		
41	STAYMENTS JR, RONALD EDWARD	P P 2022 - 1ST	EXP#000020	103149	3/31/2023	4/5/2023	24.01		
42	STAYMENTS JR, RONALD EDWARD	P P 2022 - 1ST	EXP#000020	103149	3/31/2023	4/5/2023	252.62		

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1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
43	STAYMENTS, LISA MICHELLE	P P 2022 - 1ST	EXP#000021	103150	3/31/2023	4/5/2023	613.24		
44									
45									
						Total:	\$2,969.33		
46	OTHER LOCAL TAXES								
47	COURTNEY, NICOLE SHAREE	ADMIN FEE VEHICLE LICENSE	PP 2019 13056	103522	4/20/2023	4/21/2023	31.95		
48	DIEMER, SHAWNA LYNN	ADMIN FEE VEHICLE LICENSE	EXP#000023	103677	4/27/2023	4/28/2023	33.00		
49	FLEVARAKIS, JOHN	ADMIN FEE VEHICLE LICENSE	EXP#000063	100320	11/29/2022	4/28/2023	33.00		
50	GENTRY, TIMOTHY WAYNE	ADMIN FEE VEHICLE LICENSE	EXP#000017	103146	3/31/2023	4/5/2023	33.00		
51	GENTRY, TIMOTHY WAYNE	ADMIN FEE VEHICLE LICENSE	EXP#000018	103147	3/31/2023	4/5/2023	33.00		
52	GENTRY, TIMOTHY WAYNE	ADMIN FEE VEHICLE LICENSE	EXP#000019	103148	3/31/2023	4/5/2023	33.00		
53	GRANDE FLORES, JOSE R	ADMIN FEE TRAILER LICENSE	PP 2019 15810	103523	4/20/2023	4/21/2023	18.00		
54	MAYO, PAMELA ANITA	ADMIN FEE VEHICLE LICENSE	PP 2021 26029	103525	4/20/2023	4/21/2023	33.00		
55	SANDIDGE, BRIAN ANTONIO	ADMIN FEE VEHICLE LICENSE	PP 2020 231322	103524	4/20/2023	4/21/2023	398.72		
56	SCHLEIN, KELSEY ALEXIS	ADMIN FEE VEHICLE LICENSE	EXP#000024	103678	4/27/2023	4/28/2023	33.00		
57	STAYMENTS JR, RONALD EDWARD	ADMIN FEE VEHICLE LICENSE	EXP#000020	103149	3/31/2023	4/5/2023	33.00		
58	STAYMENTS, LISA MICHELLE	ADMIN FEE VEHICLE LICENSE	EXP#000021	103150	3/31/2023	4/5/2023	33.00		
59	TOWN OF SCOTTSVILLE	SALES TAX-	SALES TAX	78624	4/14/2023	4/30/2023	155.97		
60									
61									
						Total:	\$901.64		
62	PERMITS/FEES/LICENSES								
63	BLOSSMANS GAS	BUILDING PERMITS	REFUND PERMIT FEES GP23-25	040112023	4/11/2023	4/14/2023	45.90		
64									
65									
						Total:	\$45.90		
66	BOARD OF SUPERVISORS								
67	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	450.00		
68	BANK OF AMERICA	OTHER OPERATING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	31.50		
69	BANK OF AMERICA	OTHER OPERATING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	63.00		
70	BANK OF AMERICA	OTHER OPERATING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	70.82		
71	BANK OF AMERICA	OTHER OPERATING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	75.00		
72	FLUVANNA REVIEW	ADVERTISING	BOS-FR FP AD-FLUV CO PROPOSED	2023F13-9	3/30/2023	4/14/2023	531.25		
73	FLUVANNA REVIEW	ADVERTISING	BOS-FR FP-13X FULL PG AD, FC	2023F14-9	4/6/2023	4/21/2023	531.25		
74	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	183.39		
75									
76									
						Total:	\$1,936.21		
77	COUNTY ADMINISTRATOR								
78	BANK OF AMERICA	CONTRACT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	119.99		
79	BANK OF AMERICA	OTHER OPERATING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	67.08		
80	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	234.40		

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1	County of Fluvanna		From Date: 4/1/2023						
2	Accounts Payable List		To Date: 4/30/2023						
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
81	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	234.40		
82	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	0.60		
83	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	6.00		
84	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULTIPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	327.37		
85	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MULTI. DEPTS MONTHLY STATEMENT	T456323	4/14/2023	4/21/2023	56.38		
86	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	80.58		
87									
88									
89	COUNTY ATTORNEY								
90	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL-	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	10,000.00		
91	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL-	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	12,374.00		
92	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL- REAL	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	731.50		
93	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL-	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	217.00		
94									
95									
96	COMMISSIONER OF THE REVENUE								
97	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	55.67		
98	BANK OF AMERICA	PROFESSIONAL SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	12.00		
99	BANK OF AMERICA	PROFESSIONAL SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	45.00		
100	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULT. DEPTS CHARGE DETAIL & EQ	30151854	3/12/2023	4/14/2023	303.77		
101	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS FOR ITEM CHRGE &	30320063	4/11/2023	4/21/2023	222.37		
102	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULTIPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	37.88		
103	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	COR-VAMANET 1/1/23- 1/31/23	107422	1/1/2023	4/14/2023	300.00		
104	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	COR-VAMANET 2/1/23- 2/28/23	107423	2/1/2023	4/14/2023	300.00		
105	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	COR-VAMANET 3/1/23 - 3/31/23	107424	3/1/2023	4/14/2023	300.00		
106	STONEWALL TECHNOLOGIES	PROFESSIONAL SERVICES	COR-VAMANET 4/1/23- 04/30/23	107425	4/1/2023	4/14/2023	300.00		
107	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
108									
109									
110	BOARD OF EQUALIZATION								
111	FLUVANNA REVIEW	ADVERTISING	BOE-FR 1/4 PG AD-BOE PUBLIC	2023F13-8	3/30/2023	4/14/2023	143.75		
112	FLUVANNA REVIEW	ADVERTISING	BOE-FR 1/4-13X PG AD, PUBLIC	2023F15-9	4/13/2023	4/21/2023	143.75		
113									
114									
115	TREASURER								
116	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	TREASURER-DIXIE 10IN PAPER	19J6-K16H-NHXJ	4/17/2023	4/21/2023	38.98		
117	BUSINESS DATA OF VA, INC.	PROFESSIONAL SERVICES	TREASURER-CONSULTING WOKR ON	01-2300	2/1/2023	4/14/2023	467.50		
118	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	132.96		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
119	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	132.96		
120	MECHUMS RIVER SECURITY	LEASE/RENT	TREASURER- QTRLY MONTORING	39775	4/1/2023	4/14/2023	75.00		
121	PITNEY BOWES	LEASE/RENT	TREASURER-LEASE OF METER AND	3317366792	4/23/2023	4/28/2023	655.44		
122	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
123	VIRGINIA DEPT. OF MOTOR VEHICLES	DMV-ONLINE	ACCT #546001282025	04052023	4/5/2023	4/14/2023	5,450.00		
124									
125									
						Total:	\$6,993.13		
126	INFORMATION TECHNOLOGY								
127	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	23.00		
128	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	25.00		
129	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	54.99		
130	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	169.60		
131	BANK OF AMERICA	ADP SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	472.00		
132	BANK OF AMERICA	ADP SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	389.58		
133	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	50.94		
134	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	50.94		
135	CDW GOVERNMENT, INC.	ADP SERVICES	IT- ADOBE ACRO PRO ENT L9 RNW	HS97699	4/3/2023	4/14/2023	1,040.00		
136	FIREFLY	TELECOMMUNICATIONS	IT-REGISTRAR-FCISO-INTERNET	11068 APRIL	4/1/2023	4/14/2023	1,726.69		
137	HORNETSECURITY INC.	ADP SERVICES	IT-ADVANCED THREAT PROTECTION-	US-230729	3/3/2023	4/21/2023	297.25		
138	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MULTI. DEPTS MONTHLY STATEMENT	T456323	4/14/2023	4/21/2023	82.07		
139	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	125.89		
140									
141									
						Total:	\$4,507.95		
142	FINANCE								
143	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	180.49		
144	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	180.49		
145	DONNA ALLEN	MILEAGE ALLOWANCES	REIMBURSEMENT FOR DMV INV	042423	4/24/2023	4/28/2023	10.00		
146	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	156.19		
147	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
148									
149									
						Total:	\$567.46		
150	REGISTRAR/ELECTORAL BOARD								
151	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	REGISTRAR-POWER STRIP SURGE	1XCW-LQWR-	4/9/2023	4/14/2023	37.09		
152	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	REGISTRAR- LABEL TAPE	1D9L-CL14-37LC	4/5/2023	4/14/2023	142.24		
153	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	REGISTRAR- LABEL TAPE	19LV-GL6N-DJLK	4/8/2023	4/14/2023	160.11		
154	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	REGISTRAR- ENKO COMPATIBLE FOR	1TRX-JWF3-4VL6	3/1/2023	4/14/2023	197.44		
155	BANK OF AMERICA	CONTRACT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	67.64		
156	BANK OF AMERICA	FURNITURE & FIXTURES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	(\$25.44)		

	A	B	C	D	F	G	H	I	J
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157	BANK OF AMERICA	FURNITURE & FIXTURES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	479.98		
158	BANK OF AMERICA	FURNITURE & FIXTURES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	505.42		
159	BENJ. FRANKLIN PRINTING CO.	OFFICE SUPPLIES	REGISTRAR- NO. 10 OUTLOOK VOTER	45051	4/14/2023	4/21/2023	372.10		
160	GWENDOLYN DAVIS	SUBSISTENCE & LODGING	REIMBURSE REGISTRAR'S REGIONAL	042023	4/20/2023	4/21/2023	44.25		
161	JEFFERSON CENTRE PROPERTIES	LEASE/RENT	APRIL FLUV CO RENT & JEFFERSON	04012023	4/1/2023	4/7/2023	150.00		
162	JOYCE PACE	MILEAGE ALLOWANCES	REIMBURSE- REGISTRAR'S	041223-2	4/12/2023	4/21/2023	93.67		
163	JOYCE PACE	MILEAGE ALLOWANCES	MILEAGE REIMBURSEMENT FOR 3/1-	041223	4/12/2023	4/21/2023	112.66		
164	JOYCE PACE	SUBSISTENCE & LODGING	REIMBURSE- REGISTRAR'S	041223-2	4/12/2023	4/21/2023	44.25		
165	PITNEY BOWES INC	POSTAL SERVICES	REGISTRAR- RED INK CARTRIDGE	1022869725-R	4/5/2023	4/28/2023	398.37		
166	PITNEY BOWES	POSTAL SERVICES	REGISTRAR- LEASE FOR METER AND	3317325936- R	4/7/2023	4/28/2023	498.45		
167	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	45.29		
168							Total:		
169							\$3,323.52		
170	HUMAN RESOURCES								
171	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	HR-AMAZON BASICS CATALOG	1FYM-GXTC-76GG	4/18/2023	4/28/2023	63.93		
172	ANTHEM EAP	OTHER OPERATING	HR-EAP FEES FOR 4/1/23-4/30/23	205380697419	3/27/2023	4/7/2023	25.80		
173	BANK OF AMERICA	DUES OR ASSOCIATION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	(\$50.00)		
174	BANK OF AMERICA	EMPLOYEE RECOGNITION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	18.08		
175	BANK OF AMERICA	EMPLOYEE RECOGNITION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	96.79		
176	BANK OF AMERICA	EMPLOYEE RECOGNITION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	278.53		
177	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	34.98		
178	BANK OF AMERICA	RECRUITMENT	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	218.87		
179	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	18.05		
180	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	18.05		
181	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	52.26		
182	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	52.26		
183	FLUVANNA REVIEW	RECRUITMENT	HR- FR 3/8-13X PG AD-ASST	2023F12-9	3/23/2023	4/21/2023	150.00		
184	VIRGINIA DEPARTMENT OF STATE	OTHER OPERATING	HR-MARCH CCRE-SOR NAME SEARCH	CJIS-23258	4/1/2023	4/7/2023	40.00		
185							Total:		
186							\$1,017.60		
187	GENERAL DISTRICT COURT								
188	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	138.19		
189	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	138.19		
190	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULITPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	71.56		
191							Total:		
192							\$347.94		
193	COURT SERVICE UNIT								
194	DENNIS CRONIN	MILEAGE ALLOWANCES	MARCH MILEAGE 334 MILES	040623	4/6/2023	4/7/2023	218.77		

	A	B	C	D	F	G	H	I	J
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4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
195	QUILL	OFFICE SUPPLIES	CT SRVCS-OFFICE SUPPLIES	31852144	4/10/2023	4/28/2023	90.64		
196							Total:		
197							\$309.41		
198	DRUG COURT								
199	OFFENDER AID & RESTORATION OF	EDP EQUIPMENT	DRUG COURT SERVICES JANUARY-	04052023	4/27/2023	4/28/2023	131.62		
200	OFFENDER AID & RESTORATION OF	MILEAGE ALLOWANCES	DRUG COURT SERVICES JANUARY-	04052023	4/27/2023	4/28/2023	831.15		
201	OFFENDER AID & RESTORATION OF	OFFICE SUPPLIES	DRUG COURT SERVICES JANUARY-	04052023	4/27/2023	4/28/2023	1,299.61		
202	OFFENDER AID & RESTORATION OF	PROFESSIONAL SERVICES	DRUG COURT SERVICES JANUARY-	04052023	4/27/2023	4/28/2023	31,706.61		
203							Total:		
204							\$33,968.99		
205	CLERK OF THE CIRCUIT COURT								
206	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	CIRCUIT CT-BLACK & DECKER	137L-3Q7F-79FC	3/29/2023	4/7/2023	29.38		
207	AMAZON CAPITAL SERVICES	PRINTING AND BINDING	CIRCUIT CT-LD PRODUCTS	1PC6-K0LH-9NCG	3/31/2023	4/7/2023	69.97		
208	AMAZON CAPITAL SERVICES	PRINTING AND BINDING	CIRCUIT CT-KONICA MINOLTA TN-	1VX7-9YLY-17TW	4/18/2023	4/28/2023	52.56		
209	BC GROUP HOLDINGS INC.	PRINTING AND BINDING	CIRCUIT CT- FULL COLOR YMCKO	INV7061344	4/19/2023	4/28/2023	189.99		
210	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULT. DEPTS CHARGE DETAIL & EQ	30151854	3/12/2023	4/14/2023	99.02		
211	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS FOR ITEM CHRGE &	30320063	4/11/2023	4/21/2023	96.33		
212	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	CIRCUIT CT-CHRG DETAIL& EQ	30320064	4/11/2023	4/21/2023	289.00		
213	LOGAN SYSTEMS, INC.	PROFESSIONAL SERVICES	CIRCUIT CT- PROF SRVCS ARREARS	57648	4/23/2023	4/28/2023	2,541.67		
214	PITNEY BOWES	LEASE/RENT	CIRCUIT CT-LEAASE SENDPRO	3317308461	4/2/2023	4/7/2023	155.79		
215	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.01		
216							Total:		
217							\$3,563.72		
218	CIRCUIT COURT OPERATIONS								
219	CRAIG A. CONNER	COMPENSATION-GRAND	GRAND JURY DUTY: 04/24/2023	GJ042023-3	4/24/2023	4/28/2023	30.00		
220	CYNTHIA A. HOFFMAN	COMPENSATION-GRAND	GRAND JURY DUTY: 04/24/2023	GJ042023-4	4/24/2023	4/28/2023	30.00		
221	DANA W. SHIFLETT	COMPENSATION-GRAND	GRAND JURY DUTY: 04/24/2023	GJ042023-5	4/24/2023	4/28/2023	30.00		
222	ERIC W. ANDERSON	COMPENSATION-GRAND	GRAND JURY DUTY: 4/24/2023	GJ042023-1	4/24/2023	4/28/2023	30.00		
223	ROGER P. BLACK	COMPENSATION-GRAND	GRAND JURY DUTY: 04/24/2023	GJ042023-2	4/24/2023	4/28/2023	30.00		
224	TROY WRIGHT	COMPENSATION-GRAND	GRAND JURY DUTY: 04/24/2023	GJ042023-6	4/24/2023	4/28/2023	30.00		
225	U.S. POSTAL SERVICE	POSTAL SERVICES	CT CLERK- USPS (POSTAGE BY	042623	4/26/2023	4/28/2023	274.44		
226							Total:		
227							\$454.44		
228	COMMONWEALTH ATTY								
229	AMANDA GALLOWAY	MILEAGE ALLOWANCES	REIMBURSE-CASC SPRING INSTITUTE	041323	4/13/2023	4/21/2023	204.36		
230	AMANDA GALLOWAY	SUBSISTENCE & LODGING	REIMBURSE-CASC SPRING INSTITUTE	041323	4/13/2023	4/21/2023	175.25		
231	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	79.85		
232	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	203.54		

	A	B	C	D	F	G	H	I	J
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233	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	203.54		
234	JEFF HAISLIP	MILEAGE ALLOWANCES	REIMBURSE-CASC SPRING INSTITUTE	041323	4/13/2023	4/21/2023	204.36		
235	JEFF HAISLIP	SUBSISTENCE & LODGING	REIMBURSE-CASC SPRING INSTITUTE	041323	4/13/2023	4/21/2023	136.25		
236	MATTHEW BENDER & CO INC	MAINTENANCE CONTRACTS	COMM ATTY- LEXIS NEXIS (MARCH	3094416774	3/31/2023	4/7/2023	151.00		
237	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	COMM ATTY-SEND PRO POSTAGE	8000909009948667	4/16/2023	4/28/2023	50.00		
238	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULITPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	104.75		
239	VACA	DUES OR ASSOCIATION	COMM ATTY- VACA ANNUAL DUES (2	9062	4/1/2023	4/21/2023	700.00		
240	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
241	WORLDWIDE INTERPRETERS, INC.	OTHER OPERATING	COMM ATTY-SPANISH OTP	46963	4/7/2023	4/14/2023	29.67		
242									
243									
244	SHERIFF								
245	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	FCSO-CABIN AIR FILTER 1 EA CQBL:	7306308953723	3/30/2023	4/7/2023	8.67		
246	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	FCSO-BATTERY-POWERSPORTS 1	7306309230269	4/2/2023	4/7/2023	92.45		
247	ADVANCE AUTO PARTS	VEHICLE/POWER EQUIP	FCSO-DIEHARD PLAT AGM BTRY-	7306311489121	4/24/2023	4/28/2023	190.83		
248	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	FCSO-100PK 512MB FLASH DRIVE	1D3M-RXFY-97CW	3/31/2023	4/7/2023	293.76		
249	AMAZON CAPITAL SERVICES	POLICE SUPPLIES	FCSO-NIKON AF-S DX NIKKOR 18-	1QF1-YRL3-XWLW	3/28/2023	4/7/2023	291.06		
250	AMAZON CAPITAL SERVICES	POLICE SUPPLIES	FCSO-RUBBERMAID ROUGHNECK	16TD-TXRM-7JLG	3/15/2023	4/7/2023	730.99		
251	AMAZON CAPITAL SERVICES	POSTAL SERVICES	FCSO-KINGSTON DATATRAVELER	1VC7-C79T-1CFQ	3/28/2023	4/7/2023	5.84		
252	AT&T MOBILITY	TELECOMMUNICATIONS	FCSO- MONTHLY STATEMENT FOR	7305055828001AP	4/6/2023	4/28/2023	54.48		
253	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	650.00		
254	BANK OF AMERICA	POLICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	252.34		
255	BANK OF AMERICA	POLICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	495.00		
256	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	34.75		
257	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	140.01		
258	CAMPBELL EQUIPMENT, INC.	VEHICLES REP & MAINT	FCSO-DODGE CHRGR SQUAD CAR 4	FCSD102	3/31/2023	4/7/2023	100.00		
259	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	76.42		
260	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	76.42		
261	CANON FINANCIAL SERVICES, INC.	MAINTENANCE CONTRACTS	MULT. DEPTS CHARGE DETAIL & EQ	30151854	3/12/2023	4/14/2023	441.00		
262	CANON FINANCIAL SERVICES, INC.	MAINTENANCE CONTRACTS	MULTIPLE DEPTS FOR ITEM CHRGR &	30320063	4/11/2023	4/21/2023	5.25		
263	CANON FINANCIAL SERVICES, INC.	MAINTENANCE CONTRACTS	MULTIPLE DEPTS FOR ITEM CHRGR &	30320063	4/11/2023	4/21/2023	13.32		
264	CANON FINANCIAL SERVICES, INC.	MAINTENANCE CONTRACTS	MULTIPLE DEPTS FOR ITEM CHRGR &	30320063	4/11/2023	4/21/2023	454.32		
265	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FCSO-MONTHLY STATEMENT FOR	309903768APR	4/7/2023	4/21/2023	168.74		
266	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FCSO-MONTHLY STATEMENT FOR	309797542APR23	4/16/2023	4/28/2023	182.86		
267	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FCSO-MONTHLY STATEMENT FOR	310191749APR23	4/16/2023	4/28/2023	1,044.93		
268	FIREFLY	TELECOMMUNICATIONS	IT-REGISTRAR-FCSO-INTERNET	11068 APRIL	4/1/2023	4/14/2023	550.00		
269	GALLS, LLC.	POLICE SUPPLIES	FCSO-ASP EXO CASE	024006297	3/29/2023	4/14/2023	221.92		
270	GALLS, LLC.	POLICE SUPPLIES	FCSO-BIG EASY GLO LOCKOUT TOOL	024008852	3/29/2023	4/14/2023	787.67		
						Total:	\$2,282.86		

	A	B	C	D	F	G	H	I	J
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271	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-1/2 X 2 3/8 IN NAMETAG	023928433	3/22/2023	4/14/2023	9.40		
272	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-MI01 KODRA ULTRA DUTY BELT	024005721	3/29/2023	4/14/2023	28.87		
273	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-B953 FIVE POINT STAR BADGE	023984621	3/27/2023	4/14/2023	239.98		
274	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-GALLS BARRIER TAPE	023990241	3/28/2023	4/14/2023	376.00		
275	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-HI VIS TRAFFIC WAND FOR	023990076	3/28/2023	4/14/2023	1,359.49		
276	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-MI01 KODRA ULTRA DUTY BELT	024130884	4/11/2023	4/28/2023	57.73		
277	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-MENS COMMAND SHIRT	024063290	4/4/2023	4/28/2023	111.62		
278	GALLS, LLC.	UNIFORM/WEARING APPAREL	FCSO-MOAB 2 TACTICAL BOOT	024131198	4/11/2023	4/28/2023	113.76		
279	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	10,830.02		
280	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#24-STATE INSPEC,OIL	RO#4245	3/29/2023	4/7/2023	65.00		
281	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#53-MT & BALANCE 1 TIRE,	RO#4418	4/7/2023	4/14/2023	24.00		
282	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#44-OIL CHANGE, TIRE	RO#4378	4/6/2023	4/14/2023	45.00		
283	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#39-OIL CHANGE,TIRE	RO#4447	4/11/2023	4/14/2023	45.00		
284	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#17-ST INSPEC,OIL	RO#4394	4/6/2023	4/14/2023	65.00		
285	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#34-OIL CHANGE,TIRE	RO#4478	4/12/2023	4/14/2023	73.52		
286	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#13: OIL CHANGE,TIRE	RO#4326	4/4/2023	4/14/2023	102.38		
287	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#22-ST.INSEPC,OIL	RO#4345	4/4/2023	4/14/2023	357.75		
288	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#31-OIL CHANGE,TIRE	RO#4556	4/17/2023	4/21/2023	45.00		
289	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#38 ST INSPEC, OIL	RO#4599	4/19/2023	4/21/2023	65.00		
290	LARRY K GOODSON JR & ANNETTE R	VEHICLES REP & MAINT	FCSO-UNIT#4592 ST INSPEC,OIL	RO#4592	4/18/2023	4/21/2023	93.52		
291	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL INVOICE FOR 3/16/23-3/31/23	SQLCD-827672	3/31/2023	4/7/2023	161.29		
292	MANSFIELD OIL COMPANY OF	VEHICLE FUEL	FUEL INVOICE FOR 4/1/23-4/15/23	SQLCD-831261	4/15/2023	4/21/2023	170.16		
293	MICHAEL CAREY	SUBSISTENCE & LODGING	REIMBURSE-CSCJTA TRAINING	MC033123-2	3/31/2023	4/7/2023	177.00		
294	MICHAEL CAREY	SUBSISTENCE & LODGING	REIMBURSE- CSCJTA TRAINING 1/23-	MC033123	3/31/2023	4/7/2023	206.50		
295	MIDLOTHIAN BUSINESS FORMS	POLICE SUPPLIES	FCSO-VIRGINIA UNIFORM SUMMONS	2563	3/30/2023	4/14/2023	793.46		
296	MOTOROLA SOLUTIONS, INC.	VEHICLE/POWER EQUIP	FCSO-VISTA TRANSFER STATION SO	8281596570	3/31/2023	4/14/2023	1,495.00		
297	PITNEY BOWES	LEASE/RENT	FCSO-LEASE: SENDPRO C SERIES-	3317263693	3/26/2023	4/7/2023	220.59		
298	PSYCHOLOGICAL HEALTH ROANOKE	PROFESSIONAL SERVICES	FCSO-COMP/POLICE/FIRE/EMS	S-C-30464	4/11/2023	4/14/2023	105.00		
299	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	FCSO-LIC#212862L CARYSBROOK	1002077-0	3/24/2023	4/7/2023	90.00		
300	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULITPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	710.02		
301	THE POLICE AND SHERIFFS PRESS	POLICE SUPPLIES	FCSO-ID CARD, PRINTED FOR-	176030	3/31/2023	4/7/2023	17.60		
302	THE POLICE AND SHERIFFS PRESS	POLICE SUPPLIES	FCSO-ID CARD, PRINTED FOR-	176151	4/6/2023	4/14/2023	17.60		
303	THE POLICE AND SHERIFFS PRESS	POLICE SUPPLIES	FCSO-ID CARD, PRINTED FOR- JAMES	176357	4/13/2023	4/21/2023	17.60		
304	TOWN GUN SHOP, INC.	UNIFORM/WEARING APPAREL	FCSO-POINT BLANK GUARDIAN GEN	R85142	3/30/2023	4/14/2023	229.60		
305	TREASURER OF VIRGINIA	PROFESSIONAL SERVICES	FCSO-REPORT OF INVESTIGATION:	032423	3/24/2023	4/14/2023	40.00		
306	TREASURER OF VIRGINIA	PROFESSIONAL SERVICES	FCSO-REPORTS OF INVESTIGATION	041223	4/12/2023	4/28/2023	20.00		
307	UPS	POSTAL SERVICES	FCSO-LATE PAYMENT FEE	0000Y9X292123	3/25/2023	4/7/2023	12.99		
308	UPS	POSTAL SERVICES	FCSO-LATE PAYMENT FEE	0000Y9X292153	4/15/2023	4/28/2023	1.04		

	A	B	C	D	F	G	H	I	J
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309	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MULTI. DEPTS MONTHLY STATEMENT	T456323	4/14/2023	4/21/2023	207.37		
310	VERIZON WIRELESS	TELECOMMUNICATIONS	FCSO-E911-MONTHLY STATEMENT	9932034943	4/8/2023	4/14/2023	2,931.92		
311	VIRGINIA WHOLESALE TIRE	VEHICLE/POWER EQUIP	FCSO-PROD#011688 :225/60R18 FS	3069470	3/17/2023	4/7/2023	977.12		
312	VIRGINIA WHOLESALE TIRE	VEHICLE/POWER EQUIP	FCSO-PROD#000702: 245/55R18 FS	3069471	3/17/2023	4/7/2023	1,067.12		
313						Total:	\$31,140.05		
314									
315	E911								
316	AMAZON CAPITAL SERVICES	BLDGS EQUIP REP & MAINT	E911-CHARGER FOR LENOVO	1W37-9PQT-4DJ7	3/31/2023	4/7/2023	207.26		
317	AMAZON CAPITAL SERVICES	PROFESSIONAL SERVICES	E911-MODERN CULTURE RADIO	1PNJ-NL1V-61C7	4/11/2023	4/28/2023	150.77		
318	AT&T CORP	TELECOMMUNICATIONS	E911-RECURRING CHRG 3/16-4/15	8676218700	4/16/2023	4/28/2023	5,562.49		
319	AT&T MOBILITY	TELECOMMUNICATIONS	E911-NET MOTION FCSO 434-242-3954	287284406274X032	3/18/2023	4/7/2023	2.19		
320	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	24.00		
321	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	36.00		
322	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	101.13		
323	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	141.50		
324	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	346.04		
325	BANK OF AMERICA	IT SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	1,919.00		
326	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	15.00		
327	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	18.00		
328	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	35.43		
329	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	149.00		
330	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	200.00		
331	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	232.00		
332	BANK OF AMERICA	PROFESSIONAL SERVICES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	116.00		
333	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	(\$106.24)		
334	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	(\$2.25)		
335	BANK OF AMERICA	TELECOMMUNICATIONS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	169.12		
336	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	76.42		
337	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	76.42		
338	CENTURYLINK	MAINTENANCE CONTRACTS	E911-CCC-PRM-ONS-PLANT-WARR-	101378823	3/21/2023	4/14/2023	1,750.00		
339	CENTURYLINK	MAINTENANCE CONTRACTS	E911-PROSVC VESTA 911 REMOTE	70694296	3/20/2023	4/14/2023	2,048.00		
340	CENTURYLINK	MAINTENANCE CONTRACTS	E911-COM-3800-03075 SUPPORT	101378853	3/21/2023	4/14/2023	2,825.78		
341	CENTURYLINK	MAINTENANCE CONTRACTS	E911-M&R NETWORK/IP AGENT LIC,	70694315	3/20/2023	4/14/2023	5,299.29		
342	COMCAST CORPORATION	TELECOMMUNICATIONS	E911-MONTHLY STATMENT FOR 4/8-	8299600930046933	4/3/2023	4/14/2023	111.70		
343	FAIRFIELD VIEW INC.	E911 NEW ROAD SIGNS	E911- QTY 201 - T-POSTS @ 19.50	945402	4/21/2023	4/28/2023	3,919.50		
344	NWG SOLUTIONS, LLC.	IT SERVICES	E911-NWG VITALSIGNS MANAGED	62550	3/31/2023	4/7/2023	1,487.00		
345	NWG SOLUTIONS, LLC.	MAINTENANCE CONTRACTS	E911-DATTO CLOUD	62549	3/31/2023	4/7/2023	1,168.70		
346	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MULTI. DEPTS MONTHLY STATEMENT	T456323	4/14/2023	4/21/2023	207.37		

	A	B	C	D	F	G	H	I	J
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4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
347	VERIZON WIRELESS	PROFESSIONAL SERVICES	FCSO-E911-MONTHLY STATEMENT	9932034943	4/8/2023	4/14/2023	240.36		
348	VERIZON WIRELESS	TELECOMMUNICATIONS	FCSO-E911-MONTHLY STATEMENT	9932034943	4/8/2023	4/14/2023	608.03		
349	WORLDWIDE INTERPRETERS, INC.	MAINTENANCE CONTRACTS	E911-SPANISH OTP INTERPRETATION	46941	4/7/2023	4/14/2023	19.60		
350								Total:	\$29,154.61
351									
352	FIRE AND RESCUE SQUAD								
353	FLUVANNA COUNTY RESCUE SQUAD	FIRE & RESCUE ASSN	RESCUE SQUAD QUARTERLY	FR4-23	4/1/2023	4/7/2023	29,150.00		
354	FLUVANNA COUNTY VOLUNTEER FIRE	FIRE & RESCUE ASSN	FCFD (QUARTERLY)	FF4-23	4/1/2023	4/7/2023	50,429.50		
355	LAKE MONTICELLO FIRE & RESCUE	FIRE & RESCUE ASSN	LM FIRE (QUARTERLY)	LM4-23	4/1/2023	4/7/2023	87,885.00		
356	PIEDMONT PAINT & FINISH, LLC	CONTRACT SERVICES	DEMO & REPLACE INTERIOR DOOR	040723	4/7/2023	4/14/2023	470.00		
357	VERIZON WIRELESS	TELECOMMUNICATIONS	EMERG-M2M ACCOUNT SHARE	9931165525	3/27/2023	4/7/2023	28.16		
358	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	560.14		
359								Total:	\$168,522.80
360									
361	CORRECTION AND DETENTION								
362	CENTRAL VIRGINIA REGIONAL JAIL	CVRJ COST OF PRISONERS	OPERATIONAL COSTS, FY23, 4TH	040123F	4/1/2023	4/7/2023	280,172.25		
363	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	FCSO-BILLING FOR JUVENILE	FY2023-00000600	4/1/2023	4/7/2023	12,873.92		
364	COUNTY OF ALBEMARLE, VIRGINIA	CONFINEMENT - BRJDC	FCSO-BILLING FOR JUV. DETEN. CTR	FY2023-00000650	4/15/2023	4/28/2023	12,873.92		
365								Total:	\$305,920.09
366									
367	BUILDING INSPECTIONS								
368	BANK OF AMERICA	OFFICE SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	5.27		
369	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	341.17		
370	JOHN VAUGHAN	CONVENTION AND	REIMBURSEMENT FOR MEETING	042423	4/24/2023	4/28/2023	20.00		
371	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	0.60		
372	TREASURER OF VIRGINIA	SURCHARGE	BLDG INSPEC-THIRD QUARTER (JAN-	LV202303	4/7/2023	4/14/2023	895.00		
373	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	240.90		
374								Total:	\$1,502.94
375									
376	EMERGENCY MANAGEMENT								
377	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	35.86		
378	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	35.86		
379	DELTA RESPONSE TEAM LLC	CONTRACT SERVICES	EMERG-MARCH 2023 EMS	20230330	3/30/2023	4/7/2023	52,090.83		
380	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	105.03		
381	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	45.29		
382								Total:	\$52,312.87
383									
384	PUBLIC ANIMAL SHELTER								

	A	B	C	D	F	G	H	I	J
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2	Accounts Payable List		To Date: 4/30/2023						
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
385	FLUVANNA SPCA	CONTRACT SERVICES	ANIMAL SHELTERING SERVICES:FY23	40123	4/1/2023	4/7/2023	85,541.00		
386									
387									
388	LITTER								
389	EMANUEL TIRE OF VIGINIA, INC	PROFESSIONAL SERVICES	LITTER-I-PASSTIRETRLR:INCOMING	504657	4/21/2023	4/28/2023	1,800.00		
390	MXI ENVIRONMENTAL SERVICES LLC	PROFESSIONAL SERVICES	FCPR-AEROSOLS-55 GAL	118843	3/29/2023	4/7/2023	13,895.00		
391									
392									
393	FACILITIES								
394	AMAZON CAPITAL SERVICES	BLDGS EQUIP REP & MAINT	FCPW-2PK OF TB WOODS 4J SLEEVE	1C6T-71FR-131X	3/28/2023	4/7/2023	30.15		
395	AMAZON CAPITAL SERVICES	BLDGS EQUIP REP & MAINT	FCPW-LINEN AVENUE CORDLESS	193M-J6W4-3HD6	4/12/2023	4/21/2023	97.44		
396	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FCPW-AZUNO PISTOL GRIP GREASE	174D-X3QG-6C7T	3/31/2023	4/7/2023	36.99		
397	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FCPW-20 PACK CHAIR LEG FLOOR	1936-NKK9-4LLQ	4/19/2023	4/28/2023	37.98		
398	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FCPW-SYOAUTO 65FT(20M) DOOR	1TJN-YC6P-1196	4/12/2023	4/28/2023	53.43		
399	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FCPW-RED PAINT MARKERS PENS-	1X6P-RLWW-6QVR	4/18/2023	4/28/2023	57.58		
400	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FCPW-RII IRONLOCK AND KEYS/OLD	1TWH-YCKK-NLN6	4/24/2023	4/28/2023	66.38		
401	AMAZON CAPITAL SERVICES	VEHICLE/POWER EQUIP	FCPW-MOWERPARTSGROUP (1)	13JF-KJXM-79PV	3/30/2023	4/7/2023	200.94		
402	BANK OF AMERICA	AGRICULTURAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	175.00		
403	BANK OF AMERICA	DUES OR ASSOCIATION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	275.00		
404	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	37.23		
405	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	85.73		
406	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	204.34		
407	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	241.57		
408	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	339.98		
409	BANK OF AMERICA	GENERAL MATERIALS AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	367.68		
410	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	23.25		
411	BANK OF AMERICA	VEHICLE/POWER EQUIP	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	708.42		
412	BFPE INTERNATIONAL	CONTRACT SERVICES	FCPW-3/23/23 CT BLDG LABOR TO	2884592	3/30/2023	4/7/2023	2,800.00		
413	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	FCPW-DISIN SPRAY NINE 12QT/CS	7813975	3/30/2023	4/7/2023	426.48		
414	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	FCPW- TWL MFLD 424824 WHITE	7817241	4/13/2023	4/21/2023	673.58		
415	BRAME SPECIALTY COMPANY, INC.	JANITORIAL SUPPLIES	FCPW-PGC58773CT SPIC AND SPAN	7819226	4/20/2023	4/28/2023	392.47		
416	CEILING & FLOOR SHOP, INC	CONTRACT SERVICES	FCPW-PUBIC WORKS OFFICE	0191955-IN	4/19/2023	4/28/2023	2,425.00		
417	CII SERVICE	BLDGS EQUIP REP & MAINT	FCPW-4/12/23 DEL, 1 STOCK	WORK	4/24/2023	4/28/2023	377.00		
418	COLONIALWEBB CONTRACTORS	CONTRACT SERVICES	FCPW- FC CTHOUSE, INSTALL CS 3/4	756218	4/4/2023	4/21/2023	1,131.53		
419	CONTAINER RENTALS, LLC.	AGRICULTURAL SUPPLIES	FCPW-BROWN MULCH	115714	3/30/2023	4/7/2023	118.00		
420	CONTAINER RENTALS, LLC.	AGRICULTURAL SUPPLIES	FCPW-BROWN MULCH (5) TICKET#	115470	3/28/2023	4/7/2023	147.50		
421	CONTAINER RENTALS, LLC.	AGRICULTURAL SUPPLIES	FCPW-BROWN MULCH	115598	3/29/2023	4/7/2023	147.50		
422	CONTAINER RENTALS, LLC.	AGRICULTURAL SUPPLIES	FCPW-NATURAL MULCH,NATURAL	115597	3/29/2023	4/7/2023	278.00		

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423	CPP CONTRACTING, LLC	CONTRACT SERVICES	FCPW-COMMERCIAL PAINTING	5103	12/9/2022	4/14/2023	3,072.00		
424	DODSON GLASS & MIRROR INC	BLDGS EQUIP REP & MAINT	FCPW-EVIDENCE LOCKER	JP88325	4/20/2023	4/28/2023	1,385.00		
425	FLUVANNA ACE HARDWARE	JANITORIAL SUPPLIES	FCPW-INV:95945,96089,96114:	ACCT 127/ 033123	3/31/2023	4/7/2023	25.99		
426	FLUVANNA ACE HARDWARE	MACHINERY AND EQUIPMENT	FCPW-INV:95945,96089,96114:	ACCT 127/ 033123	3/31/2023	4/7/2023	141.76		
427	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULTIPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	2,252.68		
428	JONES AUTOMOTIVE/ALL STAR AUTO	GENERAL MATERIALS AND	FCPW-MONTHLY STATEMENT FOR	033123	3/31/2023	4/14/2023	313.13		
429	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLE/POWER EQUIP	FCPW-MONTHLY STATEMENT FOR	033123	3/31/2023	4/14/2023	208.66		
430	JONES AUTOMOTIVE/ALL STAR AUTO	VEHICLES REP & MAINT	FCPW-MONTHLY STATEMENT FOR	033123	3/31/2023	4/14/2023	323.14		
431	KOREN DIVERSIFIED HOLDINGS LLC	VEHICLE/POWER EQUIP	FCPW-BELT, STTII PUMP DRIVE (4)	176780	4/5/2023	4/14/2023	291.27		
432	KOREN DIVERSIFIED HOLDINGS LLC	VEHICLE/POWER EQUIP	FCPW-BELT, STT PUMP DRIVE 12	178731	4/24/2023	4/28/2023	322.40		
433	LANDSCAPE SUPPLY, INC.	BLDGS EQUIP REP & MAINT	FCPW-LSF; 4 X 250	0938198-IN	4/21/2023	4/28/2023	110.00		
434	LOWE'S	GENERAL MATERIALS AND	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	711.08		
435	LOWE'S	MACHINERY AND EQUIPMENT	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	12.79		
436	MCMASTER-CARR SUPPLY COMPANY	GENERAL MATERIALS AND	FCPW-UL CLASS CC TIME-DELAY	95752597	4/6/2023	4/14/2023	88.76		
437	MCMASTER-CARR SUPPLY COMPANY	GENERAL MATERIALS AND	FCPW- UL CLASS CC TIME-DELAY	96042655	4/12/2023	4/21/2023	107.65		
438	MIDWEST MOTOR SUPPLY CO. INC.	VEHICLES REP & MAINT	FCPW-12100 DOOR CLIP, PBB9262	100974953	4/20/2023	4/28/2023	284.17		
439	MJC DESIGNS, LLC.	CONTRACT SERVICES	FCPW-10-IN ROUND DECAL, FULL-	3292	4/6/2023	4/14/2023	291.75		
440	MJC DESIGNS, LLC.	CONTRACT SERVICES	FCPW-SIGN: CUSTOM SIGN 21IN X	3291	4/6/2023	4/14/2023	415.75		
441	NOLAND	GENERAL MATERIALS AND	PW-591283-02,592260-01,592526-	STATEMENT	3/25/2023	4/7/2023	4,322.51		
442	NOLAND	GENERAL MATERIALS AND	FCPW-4371-88 TRI-PWR HD COIL	59388901	4/6/2023	4/21/2023	193.43		
443	NOLAND	GENERAL MATERIALS AND	FCPW- 4371-88 TRI-PWR HD COIL	593889 02	4/13/2023	4/28/2023	143.60		
444	ROBERT POPOWICZ	GENERAL MATERIALS AND	HEATING SUPPLIES FOR PW POWER	011322RP	1/13/2022	4/28/2023	157.28		
445	OUTLAW MOTORSPORTS TOWING AND	VEHICLES REP & MAINT	FCPW-CHEVY 3500 LIC-179-771L	041723	4/17/2023	4/28/2023	185.00		
446	PIEDMONT PAINT & FINISH, LLC	CONTRACT SERVICES	FCPW-PROJ 197 MAIN ST (EXTERIOR)	17766	4/24/2023	4/28/2023	2,965.00		
447	RICH MASONRY, INC.	CONTRACT SERVICES	FCPW-FLUV CO LIBRARY- FOOTINGS	1347	4/24/2023	4/28/2023	3,283.53		
448	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	FCPW-LIC #123500L INSPECTION	002618	4/5/2023	4/21/2023	20.00		
449	SHULL'S AUTOMOTIVE, INC.	VEHICLES REP & MAINT	FCPW- LIC#1895557L STATE	002619	4/6/2023	4/21/2023	20.00		
450	THE SUPPLY ROOM	OFFICE SUPPLIES	FCPW- BWK CUP, PLAS, 12OZ, 20/50,	4946464-0	4/13/2023	4/21/2023	67.46		
451	TIGER FUEL COMPANY	DIESEL FUEL (OFF ROAD	FCPW- PLEASANT GROVE OFFROAD	414978	4/17/2023	4/21/2023	117.55		
452	TIRE SOLUTIONS LLC	VEHICLE/POWER EQUIP	FCPW- 225/75/15 MT & BALANCE	7412	4/5/2023	4/14/2023	84.00		
453	TIRE SOLUTIONS LLC	VEHICLES REP & MAINT	FCPW-(2) LT245/75/17 10 PLY ALL-	7288	3/29/2023	4/7/2023	322.00		
454	TIRE SOLUTIONS LLC	VEHICLES REP & MAINT	FCPW-LIC 197-894L (2) 215/55/16, (2)	7602	4/25/2023	4/28/2023	188.00		
455	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-TOOL; JOB LINK REFRIGERANT	14140570	4/3/2023	4/14/2023	761.27		
456	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW- CHEMICAL; TRI-POWER	14164093	4/6/2023	4/21/2023	18.20		
457	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-FUSE; 6A, 600V, CLASS	14164039	4/6/2023	4/21/2023	29.52		
458	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-CAPACITOR;35 & 5MFD	14243364	4/20/2023	4/28/2023	40.74		
459	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-FUSE; TIME DELAY, DUAL	14222163	4/17/2023	4/28/2023	50.90		
460	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-STRAP;HANG-N 31 INCH	14233095	4/19/2023	4/28/2023	53.06		

	A	B	C	D	F	G	H	I	J
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461	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-FUSE; 6A, 600V, CLASS	14222747	4/17/2023	4/28/2023	98.40		
462	TRANE U.S., INC.	GENERAL MATERIALS AND	FCPW-FUSE;10A,600V, CLASS	14230933	4/18/2023	4/28/2023	137.80		
463	UNIFIRST CORP	LAUNDRY AND DRY	FCPW-UNIFORMS FOR	033123	3/31/2023	4/7/2023	685.45		
464	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	486.22		
465	W & H RESOURCES, INC	GENERAL MATERIALS AND	FCPW-PG TRANSPORTATION	46302	4/18/2023	4/28/2023	31.80		
466	W.W. GRAINGER INC	GENERAL MATERIALS AND	FCPW-SLEEVE COUPLING FLANGE,	9656263960	3/29/2023	4/7/2023	71.85		
467	W.W. GRAINGER INC	GENERAL MATERIALS AND	FCPW-CONTROL TRANSFORMER	9671259779	4/12/2023	4/21/2023	706.73		
468	WAYNE OXYGEN & WELDING SUPPLY	GENERAL MATERIALS AND	FCPW-ACETYLENE-SMALL,156 CF	875641	3/31/2023	4/14/2023	59.52		
469	WINCHESTER EQUIPMENT CO	VEHICLE/POWER EQUIP	FCPW-TRACK LOADER T190 SRVC:	D24567	3/21/2023	4/14/2023	628.00		
470									
471									
						Total:	\$38,242.95		
472	GENERAL SERVICES								
473	ALLIED PORTABLE TOILET	MAINTENANCE CONTRACTS	FCPW- PG DOG PARK SRVC WEEKLY	I211804	4/18/2023	4/28/2023	176.00		
474	ALLIED PORTABLE TOILET	MAINTENANCE CONTRACTS	FCPW-PG BALLFIELD SRVC WEEKLY	I211805	4/18/2023	4/28/2023	176.00		
475	ALLIED PORTABLE TOILET	MAINTENANCE CONTRACTS	FCPW-CARYSBROOK BASEBALL	I212118	4/18/2023	4/28/2023	176.00		
476	AMERICAN PEST MANAGEMENT, INC.	MAINTENANCE CONTRACTS	FCPW-PEST CONTROL MONTHLY	7755622	4/10/2023	4/28/2023	604.90		
477	AQUA VIRGINIA, INC.	WATER SERVICES	REGISTRARS OFFICE -213 MAIN	0007970740556855	4/11/2023	4/21/2023	18.31		
478	AQUA VIRGINIA, INC.	WATER SERVICES	PUBLIC WORKS OFFICE-197 MAIN	0007929310552932	4/11/2023	4/21/2023	25.78		
479	AQUA VIRGINIA, INC.	WATER SERVICES	COMMONWEALTH ATTORNEY OFFICE-	0015301850550900	4/11/2023	4/21/2023	27.91		
480	AQUA VIRGINIA, INC.	WATER SERVICES	197 NORTH GREEN- HCH & 2 BLDGS	0007929300552931	4/11/2023	4/21/2023	34.31		
481	AQUA VIRGINIA, INC.	WATER SERVICES	ADMINISTRATIVE OFFICE- 132 MAIN	0007800100540828	4/11/2023	4/21/2023	135.49		
482	BANK OF AMERICA	MAINTENANCE CONTRACTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	60.75		
483	BFPE INTERNATIONAL	MAINTENANCE CONTRACTS	FLUV CO. BACKFLOWS- ANNUAL	2889293	3/31/2023	4/14/2023	1,145.76		
484	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FLUVANNA COUNTY FIRE DEPT 51	275907-002MAR	4/3/2023	4/7/2023	412.08		
485	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FLUVANNA COUNTY LIBRARY- 214	275906-001MAR	3/30/2023	4/7/2023	2,075.43		
486	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	FCPW- COUNTY OF FLUVANNA 160	85473-002MAR	3/30/2023	4/7/2023	2,134.69		
487	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE -200A- FOR USE	105221-002APR23	4/17/2023	4/28/2023	30.40		
488	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE- ELEC SERVICE	105221-006APR23	4/17/2023	4/28/2023	30.40		
489	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE-	105221-007APR23	4/17/2023	4/28/2023	30.40		
490	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE- ELEC SERVICE -	105221-009APR23	4/17/2023	4/28/2023	30.40		
491	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	HERITAGE FARM MUSEUM-271	275904-011APR23	4/17/2023	4/28/2023	31.26		
492	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-ELEC SERVICE-	105221-008APR23	4/17/2023	4/28/2023	31.63		
493	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-400A- FOR USE BY	105221-003APR23	4/17/2023	4/28/2023	32.35		
494	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE- POLE BARN-271	275904-006APR23	4/17/2023	4/28/2023	33.21		
495	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-SOCCER FIELD-	105221-004APR23	4/17/2023	4/28/2023	34.56		
496	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	DOG KENNEL- W. RIVER RD	275904-008APR23	4/17/2023	4/28/2023	49.80		
497	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PUBLIC SAFETY- OUTLETS BEHIND	085473-003APR23	4/17/2023	4/28/2023	73.26		
498	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRAR OFFICE SUITE 115	85473-008APR23	4/17/2023	4/28/2023	171.43		

	A	B	C	D	F	G	H	I	J
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499	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	CONVENIENCE CENTER- LANDFILL-	275904-002APR23	4/17/2023	4/28/2023	177.03		
500	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER- VFW HALL-2977 RIVER	275904-010APR23	4/17/2023	4/28/2023	188.00		
501	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	REGISTRAR OFFICE SUITE 116	85473-009APR23	4/17/2023	4/28/2023	235.42		
502	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-LANDFILL- 11206 W	085473-005APR23	4/17/2023	4/28/2023	242.86		
503	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER- COLUMBIA SCHOOL-	085473-006APR23	4/17/2023	4/28/2023	245.71		
504	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	E911 TOWER-PUBLIC SAFETY BLDG-	275904-009APR23	4/17/2023	4/28/2023	404.97		
505	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE HOUSE-271	275904-004APR23	4/17/2023	4/28/2023	432.76		
506	CENTRAL VA ELECTRIC COOP	STREET LIGHTS	PUBLIC SAFETY- STREET LIGHTS	085473-001APR23	4/17/2023	4/28/2023	84.76		
507	COMPUTER CABLING & TECHNOLOGY	MAINTENANCE CONTRACTS	FCPW-JANUARY 2023 VUPS	013123	1/31/2023	4/7/2023	170.00		
508	COMPUTER CABLING & TECHNOLOGY	MAINTENANCE CONTRACTS	FCPW-MARCH 2023 VUPS LOCATING	033123	3/31/2023	4/7/2023	130.00		
509	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FACILITIES- PW EMERG LINE	309428096APR23	4/16/2023	4/28/2023	56.63		
510	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	REGISTRAR OFFICE MONTHLY	309762613APR23	4/16/2023	4/28/2023	59.69		
511	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FACILITIES- CIRCUIT COURT-PANIC	310338742APR23	4/16/2023	4/28/2023	68.34		
512	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FACILITIES- 72 MAIN ST. ALARM	309697981ARP23	4/16/2023	4/28/2023	73.61		
513	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FACILITIES- PERFORMING ARTS-MAIN	309898636APR23	4/16/2023	4/28/2023	147.37		
514	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	PALMYRA RESCUE SQUAD	310110229APR23	4/16/2023	4/28/2023	224.58		
515	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FACILITES-13 LINES- ELEVATORS &	309363296APR23	4/16/2023	4/28/2023	666.59		
516	FORK UNION SANITARY DISTRICT	SEWER SERVICES	REGISTRAR 211 MAIN STREET	201300-577APR23	4/14/2023	4/21/2023	10.00		
517	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA PUBLIC WORKS 197 MAIN	201100-575APR23	4/14/2023	4/21/2023	14.59		
518	FORK UNION SANITARY DISTRICT	SEWER SERVICES	COMMONWEALTH ATTORNEY 181	20100-574APR23	4/14/2023	4/21/2023	16.89		
519	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PUBLIC SAFETY BLDG 160 COMMONS	206000-592APR23	4/14/2023	4/21/2023	17.65		
520	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUCO LIBRARY 214 COMMONS BLVD	206100-593APR23	4/14/2023	4/21/2023	17.65		
521	FORK UNION SANITARY DISTRICT	SEWER SERVICES	PLEASANT GROVE HOUSE 1730	206800-	4/14/2023	4/21/2023	17.65		
522	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA ADMIN BLDG 132 MAIN	200300-567APR23	4/14/2023	4/21/2023	45.96		
523	FORK UNION SANITARY DISTRICT	SEWER SERVICES	FLUVANNA COURTS BUILDING 72	200200-565APR23	4/14/2023	4/21/2023	51.31		
524	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BASEBALL FIELD	11259-3956APR23	4/14/2023	4/21/2023	21.00		
525	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK SOFTBALL FIELD 8880	11266-3955APR23	4/14/2023	4/21/2023	21.00		
526	FORK UNION SANITARY DISTRICT	WATER SERVICES	CARYSBROOK BUILDING 8880 JAMES	11265-131APR23	4/14/2023	4/21/2023	57.30		
527	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA GYM 8878 JAMES	11260-143APR23	4/14/2023	4/21/2023	100.20		
528	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA COUNTY- FIRE HOUSE	11121-139APR23	4/14/2023	4/21/2023	110.10		
529	FORK UNION SANITARY DISTRICT	WATER SERVICES	FLUVANNA COUNTY- FORK UNION	11120-134APR23	4/14/2023	4/21/2023	1,188.10		
530	JEFFERSON CENTRE PROPERTIES	LEASE/RENT	APRIL FLUV CO RENT & JEFFERSON	04012023	4/1/2023	4/7/2023	3,704.31		
531	MECHUMS RIVER SECURITY	MAINTENANCE CONTRACTS	FCPW-REGISTRAR OFFICE QTRLY	39925	4/1/2023	4/28/2023	105.00		
532	REPUBLIC SERVICES #410	MAINTENANCE CONTRACTS	FCPW-WASTE CONTAINER P/U SRVC	0410-000764617	3/31/2023	4/7/2023	590.95		
533	SHRED-IT USA LLC	LEASE/RENT	REGULAR SRVC FOR :	8003696464	4/3/2023	4/7/2023	194.01		
534	THE BLOSSMAN COMPANIES, INC.	HEATING SERVICES	FCPW-CARYSBROOK GYM PROPANE	23689198	4/6/2023	4/14/2023	287.41		
535	TIGER FUEL COMPANY	HEATING SERVICES	FCPW-NEW CTHOUSE HEATING OIL	434438	4/13/2023	4/21/2023	1,667.38		
536	TIGER FUEL COMPANY	HEATING SERVICES	FCPW-CARYSBROOK MT SHED SH	445036	4/24/2023	4/28/2023	867.80		

	A	B	C	D	F	G	H	I	J
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4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
537	VERTIV CORPORATION	MAINTENANCE CONTRACTS	FCPW-INSTALL AT SITE INFO: 563	13173106	1/1/2023	4/14/2023	16,777.60		
538	VIRGINIA UTILITY PROTECTION	MAINTENANCE CONTRACTS	FCPW-TRANSMISSIONS (5), FLU591	03230164	3/31/2023	4/7/2023	5.25		
539	W & H RESOURCES, INC	MAINTENANCE CONTRACTS	FCPW-ACCT#271 PLEASANT GR,	45931	4/1/2023	4/14/2023	1,725.00		
540									
541									
542	PUBLIC WORKS								
543	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	FCPW-MR.PEN GRAPH PAPER, 5X5 (5	1T1Q-WRCP-13NJ	3/28/2023	4/7/2023	27.36		
544	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	(\$250.00)		
545	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	600.00		
546	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	PW CHARGE AND EQ SCHEDULE FOR	30238105	3/24/2023	4/7/2023	273.00		
547	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	234.40		
548	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	234.40		
549	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	18.40		
550	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	90.58		
551									
552									
553	CONVENIENCE CENTER								
554	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	FCPW-MSW & RECYCLABLES FOR	4347-000006840	2/28/2023	4/7/2023	6,283.78		
555	BFI - FLUVANNA TRANSFER STATION	CONTRACT SERVICES	FCPW- MSW & RECYCLABLES FOR	4347-000006850	3/31/2023	4/7/2023	7,994.69		
556	CAROLINA SOFTWARE	BLDGS EQUIP REP & MAINT	PW-WASTEWORX SOFTWARE	86413	4/1/2023	4/14/2023	250.00		
557	DRAPER ADEN ASSOCIATES	PROFESSIONAL SERVICES	FCPW-PROF SRVC THRU 3/31/23	106003	4/10/2023	4/14/2023	7,482.75		
558	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	38.85		
559	LOWE'S	OFFICE SUPPLIES	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	52.20		
560	REPUBLIC SERVICES #410	CONTRACT SERVICES	FCPW-LANDFILL: WASTE CONTAINER	0410-000764086	3/31/2023	4/14/2023	8,480.00		
561	RUHLMAN'S HAULING	BLDGS EQUIP REP & MAINT	FCPW-20.15 TONS #5 LANDFILL HAUL,	040323	4/3/2023	4/28/2023	1,128.93		
562	UPS	OFFICE SUPPLIES	FCPW- 4/13 PICK UP GROUND	000076V549153	4/15/2023	4/28/2023	28.50		
563	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	47.14		
564									
565									
566	PUBLIC UTILITIES								
567	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FUSD-WWD POOL CHLORINE	1XLV-N17F-KKLK	4/10/2023	4/14/2023	43.88		
568	AMAZON CAPITAL SERVICES	GENERAL MATERIALS AND	FUSD-PTFE MAGNETIC STIRRER	11HT-NL9C-1TPQ	4/12/2023	4/28/2023	41.98		
569	ARTHURS SEPTIC SERVICE	CONTRACT SERVICES	FUSD-CENTRAL SCHOOL PUMPING-	04112023	4/11/2023	4/28/2023	185.00		
570	BANK OF AMERICA	CHEMICAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	8.04		
571	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	90.00		
572	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	405.00		
573	BANK OF AMERICA	OUTSIDE ANALYTICAL	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	459.97		
574	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE-DOG PARK WELL-	203061-001ARP23	4/17/2023	4/28/2023	30.64		

	A	B	C	D	F	G	H	I	J
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575	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	PLEASANT GROVE- COMPETITION	105221-001APR23	4/17/2023	4/28/2023	92.12		
576	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	PALMYRA-PUMP STATION ALARM	310089744APR23	4/19/2023	4/28/2023	61.86		
577	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	PALMYRA WASTEWATER	309433290APR23	4/19/2023	4/28/2023	81.10		
578	CONSOLIDATED PIPE & SUPPLY	OUTSIDE ANALYTICAL	FUSD-5/8 X 3/4 MCDONALD 720-	6230446-000-000	3/29/2023	4/7/2023	3,839.46		
579	GREGORY SAWYER	CONVENTION AND	REIMBURSE FOR PARKING	041923	4/17/2023	4/21/2023	20.00		
580	HD SUPPLY, INC	CHEMICAL SUPPLIES	FUSD-PISTOL GRIP GREASE GUN	323582	4/6/2023	4/28/2023	188.50		
581	HD SUPPLY, INC	GENERAL MATERIALS AND	FUSD-PISTOL GRIP GREASE GUN	323582	4/6/2023	4/28/2023	146.29		
582	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77895	4/11/2023	4/28/2023	330.00		
583	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77898	4/11/2023	4/28/2023	429.00		
584	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77896	4/11/2023	4/28/2023	491.70		
585	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77897	4/11/2023	4/28/2023	491.70		
586	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77899	4/11/2023	4/28/2023	623.70		
587	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING	77900	4/11/2023	4/28/2023	623.70		
588	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULITPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	724.91		
589	LOWE'S	CHEMICAL SUPPLIES	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	13.32		
590	LOWE'S	GENERAL MATERIALS AND	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	78.86		
591	LOWE'S	GENERAL MATERIALS AND	FCPW- MONTHLY STATEMENT FOR	STATEMENT:03/25/	3/25/2023	4/7/2023	449.67		
592	MATTHEW MITCHELL	CONVENTION AND	WASTEWATER COLLECTION VOL 1 &	878903	10/28/2022	4/18/2023	319.00		
593	O.A.S.I.S.	CONTRACT SERVICES	FUSD-PALMYRA WASTEWATER	236164-03312023	3/31/2023	4/28/2023	1,200.00		
594	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	298.00		
595	UNIFIRST CORP	LAUNDRY AND DRY	FCPW-UNIFORMS FOR	033123	3/31/2023	4/7/2023	307.62		
596	UNIVAR USA, INC.	CHEMICAL SUPPLIES	FUSD-SOD BICARB 6 REPULPABLE BG	51097238	4/24/2023	4/28/2023	563.80		
597	VERIZON WIRELESS	TELECOMMUNICATIONS	FUSD-M2M ACCOUNT SHARE	9931165524	3/27/2023	4/7/2023	153.06		
598	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	366.49		
599	VIRGINIA UTILITY PROTECTION	DUES OR ASSOCIATION	FUSD- TRANSMISSIONS (23) PBFLU1	032320220	3/31/2023	4/7/2023	24.15		
600	W.W. GRAINGER INC	GENERAL MATERIALS AND	FUSD-JAW COUPLING INSERT. BUNA	9672719318	4/13/2023	4/28/2023	130.00		
601						Total:	\$13,312.52		
602									
603	HEALTH								
604	BLUE RIDGE HEALTH DISTRICT	CONTRACT SERVICES	FY23 4TH QUARTER ALLOCATION-	040123	4/1/2023	4/7/2023	71,555.25		
605						Total:	\$71,555.25		
606									
607	VJCCCA								
608	LIVE OAK MENTORING LLC	PROFESSIONAL SERVICES	CT SRVCS-3/1-31/23 18.5 HRS OF LIFE	04112023	4/11/2023	4/14/2023	1,110.00		
609	THE METOCHOI GROUP	PROFESSIONAL SERVICES	CT SRVC-PYMT FOR FLUV.	16F 0323	3/31/2023	4/14/2023	60.00		
610	XTRA MILE, LLC	PROFESSIONAL SERVICES	CT SRVCS-MARCH: 16HRS @	200928	4/6/2023	4/7/2023	800.00		
611						Total:	\$1,970.00		
612									

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
613	CSA								
614	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	108.54		
615	BANK OF AMERICA	FOOD SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	4.03		
616	BANK OF AMERICA	FOOD SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	19.67		
617	BANK OF AMERICA	SUBSISTENCE & LODGING	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	12.20		
618	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	50.94		
619	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	50.94		
620	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	26.62		
621	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULTIPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	78.68		
622	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
623						Total:	\$391.91		
624									
625	CSA PURCHASE OF SERVICES								
626	1VISION MENTORING LLC	COMM SVCS		P02925280176	2/28/2023	4/7/2023	450.00		
627	1VISION MENTORING LLC	COMM SVCS		P03925279380	3/31/2023	4/7/2023	770.00		
628	1VISION MENTORING LLC	COMM SVCS		P03925280482	3/31/2023	4/7/2023	795.00		
629	1VISION MENTORING LLC	COMM SVCS		P03925280683	3/31/2023	4/7/2023	795.00		
630	1VISION MENTORING LLC	COMM SVCS		P03925279981	3/31/2023	4/7/2023	870.00		
631	1VISION MENTORING LLC	COMM SVCS		P03925280184	3/31/2023	4/7/2023	870.00		
632	1VISION MENTORING LLC	COMM SVCS		P02925280308	2/28/2023	4/14/2023	390.00		
633	1VISION MENTORING LLC	COMM SVCS		P02925280507	2/28/2023	4/14/2023	390.00		
634	1VISION MENTORING LLC	COMM SVCS		P03925279711	3/31/2023	4/14/2023	390.00		
635	1VISION MENTORING LLC	COMM SVCS		P02925279810	2/28/2023	4/14/2023	450.00		
636	1VISION MENTORING LLC	COMM SVCS		P02925280009	2/28/2023	4/14/2023	450.00		
637	1VISION MENTORING LLC	COMM SVCS		P03925280313	3/31/2023	4/14/2023	795.00		
638	1VISION MENTORING LLC	COMM SVCS		P03925280512	3/31/2023	4/14/2023	795.00		
639	1VISION MENTORING LLC	COMM SVCS		P03925279814	3/31/2023	4/14/2023	870.00		
640	1VISION MENTORING LLC	COMM SVCS		P03925285464	3/31/2023	4/28/2023	225.00		
641	1VISION MENTORING LLC	NON-MAND COMM BASED		P01925279425	1/31/2023	4/14/2023	220.00		
642	1VISION MENTORING LLC	NON-MAND COMM BASED		P02925279424	2/28/2023	4/14/2023	467.50		
643	1VISION MENTORING LLC	NON-MAND COMM BASED		P03925279426	3/31/2023	4/14/2023	742.50		
644	1VISION MENTORING LLC	POS MANDATED WSS		P02925279629	2/28/2023	4/14/2023	440.00		
645	1VISION MENTORING LLC	POS MANDATED WSS		P03925279630	3/31/2023	4/14/2023	440.00		
646	AMY Z. COBERT, M.A., CCC-SLP	POS MANDATED SPED-		P04925256756	4/30/2023	4/28/2023	325.00		
647	C.M. MENTORING SERVICES LLC	NON-MAND COMM BASED		P03925281327	3/31/2023	4/14/2023	720.00		
648	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P03925281099	3/31/2023	4/7/2023	330.00		
649	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P03925267900	3/31/2023	4/7/2023	1,200.00		
650	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P03925274101	3/31/2023	4/7/2023	1,500.00		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 4/1/2023						
2	Accounts Payable List		To Date: 4/30/2023						
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651	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P03925281102	3/31/2023	4/7/2023	1,800.00		
652	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P04925281466	4/30/2023	4/28/2023	1,200.00		
653	C.M. MENTORING SERVICES LLC	POS MANDATED WSS		P04925281167	4/30/2023	4/28/2023	1,800.00		
654	DEPAUL COMMUNITY RESOURCES	COMM SVCS		P03925285044	3/31/2023	4/21/2023	6,324.00		
655	DEPAUL COMMUNITY RESOURCES	POS MANDATED FFOP		P01925285148	1/31/2023	4/21/2023	772.00		
656	DEPAUL COMMUNITY RESOURCES	POS MANDATED FFOP		P12925285147	12/31/2022	4/21/2023	772.00		
657	DEPAUL COMMUNITY RESOURCES	POS MANDATED FFOP		P02925285165	2/28/2023	4/28/2023	772.00		
658	ELK HILL	POS MANDATED SPED-		P02925284257	2/28/2023	4/28/2023	2,695.00		
659	ELK HILL	POS MANDATED SPED-		P03925247060	3/31/2023	4/28/2023	5,390.00		
660	ELK HILL	POS MANDATED SPED-		P03925247158	3/31/2023	4/28/2023	5,390.00		
661	ELK HILL	POS MANDATED SPED-		P03925252059	3/31/2023	4/28/2023	5,390.00		
662	HEALTH CONNECT AMERICA	POS MANDATED SPED-		P03925247573	3/31/2023	4/7/2023	6,600.00		
663	HEALTH CONNECT AMERICA	POS MANDATED SPED-		P03925260072	3/31/2023	4/7/2023	6,600.00		
664	HEALTH CONNECT AMERICA	POS MANDATED SPED-		P03925247774	3/31/2023	4/7/2023	6,810.00		
665	JW	POS MANDATED FFOP		P03925278897	3/31/2023	4/7/2023	1,729.00		
666	LIVE OAK MENTORING LLC	COMM SVCS		P03925273645	3/31/2023	4/21/2023	1,200.00		
667	LIVE OAK MENTORING LLC	NON-MAND COMM BASED		P03925268128	3/31/2023	4/14/2023	1,200.00		
668	LIVE OAK MENTORING LLC	POS MANDATED WSS		P03925278931	3/31/2023	4/14/2023	420.00		
669	LIVE OAK MENTORING LLC	POS MANDATED WSS		P03925273854	3/31/2023	4/21/2023	780.00		
670	LIVE OAK MENTORING LLC	POS MANDATED WSS		P03925285870	3/31/2023	4/28/2023	900.00		
671	LIVE OAK MENTORING LLC	POS MANDATED WSS		P04925273868	4/30/2023	4/28/2023	1,020.00		
672	LIVE OAK MENTORING LLC	POS MANDATED WSS		P03925285571	3/31/2023	4/28/2023	1,200.00		
673	LIVE OAK MENTORING LLC	POS MANDATED WSS		P04925278969	4/30/2023	4/28/2023	1,200.00		
674	PARACLETE THERAPEUTICS LLC	POS MANDATED WSS		P03925281732	3/31/2023	4/14/2023	1,500.00		
675	PARACLETE THERAPEUTICS LLC	POS MANDATED WSS		P03925281833	3/31/2023	4/14/2023	2,040.00		
676	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P03925276151	3/9/2023	4/21/2023	5,541.00		
677	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P03925275450	3/9/2023	4/21/2023	5,981.00		
678	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P03925275652	3/9/2023	4/21/2023	5,981.00		
679	PEOPLE PLACES, INC.	TFC LIC. RES CONG CARE		P03925275253	3/9/2023	4/21/2023	6,069.00		
680	STEVEN WELSH, LPC	COMM SVCS		P02925284877	2/28/2023	4/7/2023	35.00		
681	STEVEN WELSH, LPC	COMM SVCS		P01925284878	1/31/2023	4/7/2023	70.00		
682	STEVEN WELSH, LPC	COMM SVCS		P12925284675	12/31/2022	4/7/2023	500.00		
683	STEVEN WELSH, LPC	COMM SVCS		P01925284679	1/31/2023	4/7/2023	625.00		
684	STEVEN WELSH, LPC	COMM SVCS		P04925284963	4/30/2023	4/28/2023	35.00		
685	THE FAISON CENTER, INC	POS MANDATED SPED-		P03925251906	3/31/2023	4/14/2023	6,946.00		
686	THE FAISON CENTER, INC	POS MANDATED SPED-		P03925259941	3/31/2023	4/21/2023	13,007.00		
687	THE FAISON CENTER, INC	POS MANDATED SPED-		P03925285361	3/27/2023	4/28/2023	96.00		
688	THE LAFAYETTE SCHOOL	POS MANDATED SPED-		P02925260437	2/28/2023	4/21/2023	5,508.00		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
689	THE LAFAYETTE SCHOOL	POS MANDATED SPED-		P03925278242	3/31/2023	4/21/2023	6,426.00		
690	TH	POS MANDATED FFOP		P03925237492	3/31/2023	4/7/2023	772.00		
691	TH	POS MANDATED FFOP		P03925237593	3/31/2023	4/7/2023	772.00		
692	TH	POS MANDATED FFOP		P03925270594	3/31/2023	4/7/2023	1,568.00		
693	TH	POS MANDATED FFOP		P03925270495	3/31/2023	4/7/2023	1,792.00		
694	VM	POS MANDATED FFOP		P03925237696	3/31/2023	4/7/2023	772.00		
695	VM	POS MANDATED FFOP		P03925274049	3/31/2023	4/21/2023	2,016.00		
696	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P02925256538	2/28/2023	4/21/2023	1,406.50		
697	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P01925239340	1/31/2023	4/21/2023	9,902.60		
698	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P02925239339	2/28/2023	4/21/2023	9,902.60		
699	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P03925239343	3/31/2023	4/21/2023	11,387.99		
700	VIRGINIA INSTITUTE OF AUTISM	POS MANDATED SPED-		P11925256562	11/30/2022	4/28/2023	1,406.50		
701	XTRA MILE, LLC	COMM SVCS		P03925274885	3/31/2023	4/7/2023	550.00		
702	XTRA MILE, LLC	COMM SVCS		P03925274986	3/31/2023	4/7/2023	825.00		
703	XTRA MILE, LLC	COMM SVCS		P03925275087	3/31/2023	4/7/2023	1,375.00		
704	XTRA MILE, LLC	COMM SVCS		P03925268789	3/31/2023	4/7/2023	1,650.00		
705	XTRA MILE, LLC	COMM SVCS		P03925268988	3/31/2023	4/7/2023	1,650.00		
706	XTRA MILE, LLC	COMM SVCS		P03925269090	3/31/2023	4/7/2023	1,650.00		
707	XTRA MILE, LLC	COMM SVCS		P03925274315	3/31/2023	4/14/2023	880.00		
708	XTRA MILE, LLC	COMM SVCS		P03925274417	3/31/2023	4/14/2023	880.00		
709	XTRA MILE, LLC	COMM SVCS		P03925274516	3/31/2023	4/14/2023	880.00		
710	XTRA MILE, LLC	COMM SVCS		P03925273118	3/31/2023	4/14/2023	1,100.00		
711	XTRA MILE, LLC	COMM SVCS		P03925273519	3/31/2023	4/14/2023	1,100.00		
712	XTRA MILE, LLC	COMM SVCS		P03925262220	3/31/2023	4/14/2023	1,375.00		
713	XTRA MILE, LLC	COMM SVCS		P03925268623	3/31/2023	4/14/2023	1,650.00		
714	XTRA MILE, LLC	COMM SVCS		P03925268822	3/31/2023	4/14/2023	1,650.00		
715	XTRA MILE, LLC	COMM SVCS		P03925282121	3/31/2023	4/14/2023	1,650.00		
716	XTRA MILE, LLC	COMM SVCS		P03925274246	3/31/2023	4/21/2023	880.00		
717	XTRA MILE, LLC	FF4E-COMM SVCS		P03925268491	3/31/2023	4/7/2023	1,375.00		
718	XTRA MILE, LLC	NON-MAND COMM BASED		P03925274698	3/31/2023	4/7/2023	1,100.00		
719	XTRA MILE, LLC	POS MANDATED WSS		P03925273005	3/31/2023	4/7/2023	1,100.00		
720	XTRA MILE, LLC	POS MANDATED WSS		P03925278003	3/31/2023	4/7/2023	1,100.00		
721	XTRA MILE, LLC	POS MANDATED WSS		P03925272804	3/31/2023	4/7/2023	1,375.00		
722	XTRA MILE, LLC	POS MANDATED WSS		P03925273234	3/31/2023	4/14/2023	385.00		
723	XTRA MILE, LLC	POS MANDATED WSS		P03925272935	3/31/2023	4/14/2023	1,100.00		
724	XTRA MILE, LLC	POS MANDATED WSS		P03925277736	3/31/2023	4/14/2023	1,375.00		
725	XTRA MILE, LLC	POS MANDATED WSS		P03925282455	3/31/2023	4/21/2023	770.00		
726						Total:	\$209,137.19		

	A	B	C	D	F	G	H	I	J
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727									
728	PARKS & RECREATION								
729	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	FCPR-CONT ID#4538 MONTHLY	104649	3/30/2023	4/7/2023	28.50		
730	AUTOMATED OFFICE SYSTEMS	LEASE/RENT	FCPR-CONT ID#5120 MONTHLY FOR	104650	3/30/2023	4/7/2023	129.00		
731	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	20.19		
732	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	29.72		
733	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	32.78		
734	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	33.33		
735	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	37.32		
736	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	54.50		
737	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	71.44		
738	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	80.75		
739	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	84.46		
740	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	102.67		
741	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	113.48		
742	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	126.32		
743	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	169.72		
744	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	197.39		
745	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	208.89		
746	BANK OF AMERICA	RECREATIONAL SUPPLIES	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	268.72		
747	BANK OF AMERICA	SITE IMPROVEMENTS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	543.96		
748	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULT. DEPTS CHARGE DETAIL & EQ	30151854	3/12/2023	4/14/2023	99.02		
749	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULT. DEPTS CHARGE DETAIL & EQ	30151854	3/12/2023	4/14/2023	307.97		
750	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS FOR ITEM CHR &	30320063	4/11/2023	4/21/2023	96.33		
751	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS FOR ITEM CHR &	30320063	4/11/2023	4/21/2023	96.34		
752	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS FOR ITEM CHR &	30320063	4/11/2023	4/21/2023	117.00		
753	CONNECT PARENT CORPORATION	TELECOMMUNICATIONS	FCPR-MONTHLY STATEMENT FOR	309373828APR23	4/16/2023	4/28/2023	61.62		
754	FLUVANNA ACE HARDWARE	RECREATIONAL SUPPLIES	FCPR-INV 95888,96125: CONCRETE	ACCT 341/ 033123	3/31/2023	4/7/2023	17.97		
755	FLUVANNA ACE HARDWARE	SITE IMPROVEMENTS	FCPR-INV 95888,96125: CONCRETE	ACCT 341/ 033123	3/31/2023	4/7/2023	71.88		
756	FLUVANNA REVIEW	ADVERTISING	FCPR-FR 1/4-13X PG AD DISC GOLF	2023F16-7	4/20/2023	4/28/2023	115.00		
757	HEATHER ANTONACCI	PROFESSIONAL SERVICES	FCPR-HORSEBACK RIDING SESSION	INV#25	4/28/2023	4/28/2023	294.00		
758	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULTIPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	299.81		
759	LOWE'S	SITE IMPROVEMENTS	FCPR-STAGE PROJ-.94X5X20FIT SQ	774895595	4/18/2023	4/18/2023	4,780.17		
760	MOJOHNS, INC.	CONTRACT SERVICES	FCPR-PG BALL FIELDS PORTABLE	26762	4/3/2023	4/14/2023	89.92		
761	MOJOHNS, INC.	CONTRACT SERVICES	FCPR-EQUESTRIAN FIELD PORTABLE	26543	4/3/2023	4/14/2023	92.50		
762	MOJOHNS, INC.	CONTRACT SERVICES	FCPR-POLE BARN @ PG PORTABLE	26544	4/3/2023	4/14/2023	92.50		
763	MOJOHNS, INC.	CONTRACT SERVICES	FCPR-CARYSBROOK HANDICAP UNIT	26764	4/3/2023	4/14/2023	147.98		
764	MOJOHNS, INC.	CONTRACT SERVICES	FCPR-SOCCER FIELD @PG	26763	4/3/2023	4/14/2023	225.40		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 4/1/2023						
2	Accounts Payable List		To Date: 4/30/2023						
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
765	SAM'S CLUB	RECREATIONAL SUPPLIES	FCPR-8 OZ WATER F	042123	4/21/2023	4/28/2023	8.98		
766	SAM'S CLUB	RECREATIONAL SUPPLIES	FCPR-SENIOR BINGO PRIZES: 28 CT	041923	4/19/2023	4/28/2023	269.05		
767	UPS	POSTAL SERVICES	FCPR-2ND AIR COMMERCIAL LETTER-	0000Y7646Y123	3/25/2023	4/7/2023	14.38		
768	VERIZON WIRELESS	TELECOMMUNICATIONS	MULTIPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	124.86		
769							Total:		
770							\$9,755.82		
771	LIBRARY								
772	AMAZON CAPITAL SERVICES	BOOKS/PUBLICATIONS	LIBRARY-BAR DUDESTM CARDBOARD	1VDF-FJ1D-GHKN	4/1/2023	4/7/2023	7,316.73		
773	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	LIBRARY-BAR DUDESTM CARDBOARD	1VDF-FJ1D-GHKN	4/1/2023	4/7/2023	555.21		
774	BANK OF AMERICA	BOOKS/PUBLICATIONS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	26.00		
775	BANK OF AMERICA	BOOKS/PUBLICATIONS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	45.75		
776	BANK OF AMERICA	BOOKS/PUBLICATIONS	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	85.43		
777	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	128.34		
778	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	128.34		
779	DEMCO INC	OFFICE SUPPLIES	LIBRARY- 2 BOX PS BOOK POCKET	7280474	3/21/2023	4/7/2023	93.33		
780	FIREFLY	TELECOMMUNICATIONS	LIBRARY-INTERNET SERVICE	15623APRIL23	4/1/2023	4/7/2023	550.00		
781	LIBRARY IDEAS,LLC	BOOKS/PUBLICATIONS	LIBRARY- VOX BOBO AND PUP-PUP:	97818	3/31/2023	4/14/2023	1,083.05		
782	MICROMARKETING LLC	BOOKS/PUBLICATIONS	LIBRARY-BAD KITTY DRAWN TO	917802	3/28/2023	4/7/2023	35.67		
783	MICROMARKETING LLC	BOOKS/PUBLICATIONS	LIBRARY-AQUI NO DUERME	919366	4/11/2023	4/21/2023	346.98		
784	OVERDRIVE	BOOKS/PUBLICATIONS	LIBRARY- EBOOK (3)	03100DA23099100	3/28/2023	4/7/2023	135.98		
785	OVERDRIVE	BOOKS/PUBLICATIONS	LIBRARY-EBOOK (20), AUDIOBOOK (3)	03100CO23094213	3/24/2023	4/7/2023	825.84		
786	OVERDRIVE	BOOKS/PUBLICATIONS	LIBRARY- EBOOK (11)	03100DA23110089	4/4/2023	4/14/2023	435.54		
787	OVERDRIVE	BOOKS/PUBLICATIONS	LIBRARY-EBOOK (1)	03100DA23116203	4/11/2023	4/21/2023	17.99		
788							Total:		
789							\$11,810.18		
790	COUNTY PLANNER								
791	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	300.00		
792	BANK OF AMERICA	DUES OR ASSOCIATION	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	50.00		
793	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	234.40		
794	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	234.40		
795	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	252.45		
796	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	252.45		
797	JAMES RIVER SOLUTIONS	VEHICLE FUEL	MULTIPLE DEPTS COST OF FUEL FOR	04122023	4/12/2023	4/21/2023	107.58		
798	STAPLES CONTRACT & COMMERCIAL,	OFFICE SUPPLIES	MULTIPLE DEPTS MONTHLY	8069809205	4/1/2023	4/7/2023	199.93		
799							Total:		
800							\$1,631.21		
801	PLANNING COMMISSION								
802	FLUVANNA REVIEW	ADVERTISING	COM DEV-FR 1/4 PG AD- 4/11 PUBLIC	2023F13-10	3/30/2023	4/14/2023	143.75		

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna		From Date: 4/1/2023						
2	Accounts Payable List		To Date: 4/30/2023						
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
803	PITNEY BOWES PURCHASE PWR	POSTAL SERVICES	MONTHLY STATEMENT FOR	8000909001515654	4/18/2023	4/21/2023	11.99		
804								Total:	\$155.74
805									
806	ECONOMIC DEVELOPMENT								
807	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	15.00		
808	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	49.87		
809	BANK OF AMERICA	CONVENTION AND	MONTHLY STATEMENT FOR	STATEMENT	3/31/2023	4/21/2023	1,500.00		
810	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULTIP. DEPTS MONTHLY	30151857	3/12/2023	4/21/2023	50.94		
811	CANON FINANCIAL SERVICES, INC.	LEASE/RENT	MULITPLE DEPTS-ITEM CHARGE & EQ	30320065	4/11/2023	4/21/2023	50.94		
812	VERIZON WIRELESS	TELECOMMUNICATIONS	MULITPLE DEPTS- WIRELESS	9932914423	4/19/2023	4/28/2023	40.29		
813								Total:	\$1,707.04
814									
815	VA COOPERATIVE EXTENSION								
816	AMAZON CAPITAL SERVICES	AGRICULTURAL SUPPLIES	VCE-4-H CARYSBROOK-GARDEN	1TJ3-VHYQ-LHLT	4/10/2023	4/14/2023	194.67		
817	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	VCE- OFFICE SUPPLIES: AMAZON	1LVQ-VRMQ-731D	4/12/2023	4/14/2023	296.98		
818	KIMBERLY MAYO	OTHER OPERATING	WALMART REIMBURSEMENT FOR	041823	4/18/2023	4/21/2023	90.49		
819	KIMBERLY MAYO	OTHER OPERATING	EW'S -REIMBURSEMENT FOR	042623	4/26/2023	4/28/2023	28.45		
820	RICK HERNANDEZ	AGRICULTURAL SUPPLIES	COOP EXT- REMIBURSEMENT FOR	04112023	4/11/2023	4/14/2023	34.99		
821	TREASURER OF VA TECH	CONTRACT SERVICES	BILLING SALARY FY2023 3RD	202303	4/10/2023	4/14/2023	19,052.13		
822	VESA	AGRICULTURAL SUPPLIES	VESA CONFERENCE REGIST. -KIM	04132023	4/3/2023	4/14/2023	40.00		
823	VESA	CONVENTION AND	VESA CONFERENCE REGIST. -KIM	04132023	4/3/2023	4/14/2023	40.00		
824								Total:	\$19,777.71
825									
826	NON PROFITS								
827	CHILD HEALTH PARTNERSHIP, INC.	CHILD HEALTH PARTNERSHIP	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	13,530.25		
828	JAUNT, INC.	JAUNT	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	18,123.50		
829	JEFFERSON AREA BOARD FOR AGING	JEFFERSON AREA	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	21,250.00		
830	MONTICELLO AREA COMMUNITY	MACAA	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	13,750.00		
831	REGION TEN	REGION TEN COMMUNITY	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	32,948.50		
832	THOMAS JEFFERSON PLANNING	T J PLANNING DIST. COMM.	FY23 4TH QTR ALLOCATION	40123	4/1/2023	4/7/2023	10,065.50		
833								Total:	\$109,667.75
834									
835									
						100 GENERAL FUND	Fund Total:	\$1,353,447.11	
836	Fund # - 302 CAPITAL IMPROVEMENT								
837	FACILITIES CAP PROJ								
838	CRUTCHFIELD	CONTRACT SERVICES	PW-ATLAS ATMOSPHERE 8 ZONE	51797978	4/5/2023	4/14/2023	4,943.03		
839	ECS MID-ATLANTIC,LLC	CONTRACT SERVICES	FCPW-PRJOJ KENTS STORE FIRE	1049205	3/3/2023	4/28/2023	1,135.00		
840	FISCHER RESTORATION, LLC DBA	CONTRACT SERVICES	RECONSTRUCTION- BALANCE DUE	C23-033STR	3/20/2023	4/28/2023	30,196.14		

	A	B	C	D	F	G	H	I	J
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841							Total:		\$36,274.17
842									
843	SCHOOL OPS & MAINT CAP PROJ								
844	APT ACQUISITION AND	CONTRACT SERVICES	FCPS-FCHS TRACK SURFACE	S-INV104399	3/29/2023	4/7/2023			16,816.00
845	CMC SUPPLY INC	CONTRACT SERVICES	FCPS PROPERTY DAMAGE-FMS FIELD	041223	3/2/2023	4/28/2023			1,233.34
846	LOWE'S	CONTRACT SERVICES	FCPS-INVOICE #:	03312023	3/31/2023	4/14/2023			1,021.43
847	MOORE'S PLUMBING & SEPTIC	CONTRACT SERVICES	FCPS- CENTRAL SEWER BACKUP	3936	2/14/2023	4/7/2023			3,200.00
848	TENNIS COURTS, INC	CONTRACT SERVICES	FCHS TENNIS COURTS: REPAIR NEW	5379	4/11/2023	4/28/2023			1,098.96
849	WOLSELEY INVESTMENTS INC	CONTRACT SERVICES	FCPS PROPERTY DAMAGE-FMS FIELD	041223	2/24/2023	4/28/2023			2,812.68
850							Total:		\$26,182.41
851									
852	SCHOOL TECH CAP PROJ								
853	SYCOM TECHNOLOGIES	EDP EQUIPMENT	FCPS-FIXED FEE-MERAKI WIRELESS	PS0037195	4/11/2023	4/28/2023			33,309.73
854							Total:		\$33,309.73
855									
856							302 CAPITAL IMPROVEMENT	Fund Total:	\$95,766.31
857	Fund # - 502 SEWER								
858	PALMYRA SEWER OPER EXPENSES								
859	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77907	4/11/2023	4/28/2023			330.00
860	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77908	4/11/2023	4/28/2023			491.70
861	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77909	4/11/2023	4/28/2023			491.70
862	O.A.S.I.S.	CONTRACT SERVICES	FUSD-PALMYRA WASTEWATER	236164-03312023	3/31/2023	4/28/2023			2,325.00
863	TREASURER OF VIRGINIA	PERMITS AND FEES	FUSD-OMOMHUMDRO WELL WTP	VAG640096	4/26/2023	4/28/2023			600.00
864							Total:		\$4,238.40
865									
866							502 SEWER	Fund Total:	\$4,238.40
867	Fund # - 505 FORK UNION SANITARY DISTRICT								
868	FORK UNION SANITARY DISTRICT								
869	USDA RURAL DEVELOPMENT	RDA BOND PAYABLE	FUSD DEBT SERVICE	042523	4/25/2023	4/25/2023			4,210.17
870							Total:		\$4,210.17
871									
872	FUSD OPERATIONAL EXPENSES								
873	E.W. OWEN	LEASE/RENT	FUSD-WELL RENT	04012023	4/1/2023	4/14/2023			150.00
874	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING	77901	4/11/2023	4/28/2023			18.70
875	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING	77902	4/11/2023	4/28/2023			18.70
876	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING	77903	4/11/2023	4/28/2023			18.70
877	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77904	4/11/2023	4/28/2023			18.70
878	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77905	4/11/2023	4/28/2023			18.70

	A	B	C	D	F	G	H	I	J
1	County of Fluvanna			From Date: 4/1/2023					
2	Accounts Payable List			To Date: 4/30/2023					
4	Vendor Name	Charge To	Description	Invoice Number	Invoice Date	Check Date	Check Amount		
879	INBODEN ENVIRONMENTAL SERVICES,	OUTSIDE ANALYTICAL	FUSD-WASTEWATER MONITORING-	77906	4/11/2023	4/28/2023	18.70		
880	MOJOHNS, INC.	PURCHASE OF SERVICES	FUSD-FC WASTEWATER PORTABLE	26761	4/3/2023	4/28/2023	85.00		
881	REPUBLIC SERVICES #410	BLDGS EQUIP REP & MAINT	FUSD- 1 WASTE CONTER P/U FOR	0410-000763874	3/31/2023	4/28/2023	266.69		
882	SYDNOR HYDRO, INC.	CONTRACT SERVICES	FUSD-FOR OPER OF FUSD WATER	2715	4/18/2023	4/28/2023	13,285.60		
883	USDA RURAL DEVELOPMENT	REDEMPTION OF INTEREST	FUSD DEBT SERVICE	042523	4/25/2023	4/25/2023	749.83		
884	VA INFORMATION TECHNOLOGIES	TELECOMMUNICATIONS	MULTI. DEPTS MONTHLY STATEMENT	T456323	4/14/2023	4/21/2023	201.11		
885						Total:	\$14,850.43		
886									
887									
				505 FORK UNION SANITARY		Fund Total:	\$19,060.60		
888	Fund # - 510 ZION XR WATER & SEWER								
889	ZION XR W&S EXPENSES								
890	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WWPS-JAMES MADISON HWY (ZXCR)	275904-015MAR	3/30/2023	4/7/2023	395.00		
891	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WWPS-RICHMOND (PRISON	275904-017MAR	3/30/2023	4/7/2023	703.30		
892	CENTRAL VA ELECTRIC COOP	ELECTRICAL SERVICES	WATER TANK-JAMES MADISON HWY	275904-013MAR	3/30/2023	4/7/2023	772.60		
893	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	FLUV A/E SRVS RFP 2019-01 PERF	2226569	1/27/2023	4/14/2023	1,280.00		
894	DEWBERRY ENGINEERS INC.	PROFESSIONAL SERVICES	FLUV A/E SRVS RFP 2019-01 PERF	2252430	3/31/2023	4/14/2023	5,915.00		
895	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL- REAL	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	23.00		
896	PAYNE & HODOUS, LLC.	COUNTY ATTY LEGAL- REAL	PROF SRVCS-MATTER: 13-6886,13-	159289	4/3/2023	4/14/2023	483.00		
897	VIRGINIA DEPT OF CORRECTIONS	CONSTRUCTION	FUSD-WATER & WASTEWATER 3/1-	50WR2374310	4/6/2023	4/28/2023	441.07		
898						Total:	\$10,012.97		
899									
900				510 ZION XR WATER & SEWER		Fund Total:	\$10,012.97		
901						Total Expenditures by Fund:	\$1,482,525.39		

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB J

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 Circuit Court Technology Trust Fund Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation totaling \$53,532.00 to the Circuit Court Clerk's Office FY2023 budget for Technology Trust Funds received from the State Compensation Board.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tristana P. Treadway, Clerk of the Circuit Court				
PRESENTER(S):	Tristana P. Treadway, Clerk of the Circuit Court				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	<p>The Circuit Court Clerk's Office earns Technology Trust Funds from the State Compensation Board. In August 2022, the Clerk's Office requested an additional \$61,300 in its annual TTF Budget from the Compensation Board to cover the costs of a reindexing project for our land records from 1917-1984.</p> <p>Logan Systems, Inc. reindexed the county's land records for the years 1917-1984 at a cost of \$61,300. The Clerk's Office estimates to have \$7,768 in it's FY2023 Professional Services(\$7,377) & TTF (\$391) lines available for this project. The additional \$53,523 exceeds the clerk's office budget for FY23. A total of \$61,300 will be reimbursed by the Compensation Board in June 2023.</p>				
FISCAL IMPACT:	None. Funds will be reimbursed by the Compensation Board to the County in June 2023. Approval of the motion will allow Finance staff to increase revenues and expenditures by \$53,532.00.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB K

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY21 Facilities Department Insurance Claim – 2015 Chevrolet Silverado 2500 VIN# 1223				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$425.99 to the FY23 Facilities Vehicle Repair & Maintenance Budget to reflect reimbursement from a VACORP insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>A 2015 Chevrolet Silverado 2500 (VIN# 1223) Slid on ice into a ditch and was declared to have body damage by VACORP. The recovered amount for the vehicle after the \$500 deductible is \$425.99.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Facilities Budget by \$425.99.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB L

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY21 Facilities Department Insurance Claim – 2016 Ford Transit VIN# 1585				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$3,186.83 to the FY23 Facilities Vehicle Repair & Maintenance Budget to reflect reimbursement from a VACORP insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>A 2016 Ford Transit (VIN# 1585) struck a deer and was declared to have body damage by VACORP. The recovered amount for the vehicle after the \$500 deductible is \$3,186.83.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Facilities Budget by \$3,186.83.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB M

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 – 5725 James Madison Hwy Insurance Claim				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$8,718.91 to the FY23 Facilities Buildings, Equipment Repair, and Maintenance Budget to reflect reimbursement from a VACORP Insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine.				
DISCUSSION:	<p>On August 8, 2022 a lightning strike damaged the main controller PC board at the Pleasant Grove Museum. The recovered amount for the damage after the \$1,000 deductible is \$9,376.41.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Facilities Buildings, Equipment Repair and Maintenance Budget by \$8,718.91.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB N

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 – 11206 West River Rd Insurance Claim				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$14,571.52 to the FY23 Facilities Buildings, Equipment Repair, and Maintenance Budget to reflect reimbursement from a VACORP Insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine.				
DISCUSSION:	<p>On August 10, 2022 a lightning strike at the Convenience Center damaged the scales and computers. The recovered amount for the damage after the \$1,000 deductible is \$14,571.52.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Facilities Buildings, Equipment Repair, and Maintenance Budget by \$14,571.52.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB O

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 – 14567 James Madison Hwy Insurance Claim				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$1,510.40 to the FY23 Facilities Buildings, Equipment Repair and Maintenance Budget to reflect reimbursement from a VACORP Insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine.				
DISCUSSION:	<p>On October 13, 2022 while backing the truck into the bay, the door was not clear and the ambulance caught the bottom of the door causing damage. The recovered amount for the damage after the \$1,000 deductible is \$6,222.40.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Facilities Buildings, Equipment Repair and Maintenance Budget by \$1,510.40.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB P

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 Sheriff Department Insurance Claim – 2019 Dodge Charger VIN# 2557				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$4,763.46 to the FY23 Sheriff Vehicle Repair & Maintenance Budget to reflect reimbursement from a VACORP insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>A 2019 Dodge Charger (VIN# 2557) struck a deer and was declared to have body damage by VACORP. The recovered amount for the vehicle after the \$500 deductible is \$4,763.46.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Sheriff Vehicle Repair & Maintenance Budget by \$4,763.46.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB Q

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 Sheriff Department Insurance Claim – 2020 Dodge Charger VIN# 0854				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$6,790.96 to the FY23 Sheriff Vehicle Repair & Maintenance Budget to reflect reimbursement from a VACORP insurance claim.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Recommend approval of the following action.				
TIMING:	Routine.				
DISCUSSION:	<p>A 2020 Dodge Charger (VIN# 0854) driver lost control of the vehicle and struck an embankment and was declared to have body damage by VACORP. The recovered amount for the vehicle after the \$500 deductible is \$6,790.96.</p> <p>This supplemental appropriation would authorize staff to appropriate the additional revenue and expense.</p>				
FISCAL IMPACT:	This action will increase the FY23 Sheriff Vehicle Repair & Maintenance Budget by \$6,790.96.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None.				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB R

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	FY23 Treasurer's Office Supplemental Appropriation				
MOTION(s):	I move the Board of Supervisors approve a supplemental appropriation of \$29,075 to the FY23 Fluvanna County Treasurer's Office budget for additional DMV Stop revenue received.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Linda Lenherr, Treasurer Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	I recommend approval of the motion as stated above.				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> The County received additional DMV stop fees above the projected revenue for FY23. The BOS adopted amount for FY23 totaled \$10,000, which is \$29,075 less than the fees received in the amount of \$39,075. 				
FISCAL IMPACT:	<ul style="list-style-type: none"> Approval will allow finance to increase FY23 revenues and expenditures by \$29,075. FY23 DMV Stops Fees will be increased from \$10,000 to \$39,075. 				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	None				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
		X			

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB S

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	2023 Ambulance Purchase Agreement				
MOTION(s):	I move the Board of Supervisors to approve the contract between Fluvanna County and Atlantic Emergency Solutions for the purchase of a 2023 Ford F-550 4x4 Road Rescue Ultramedic totaling \$331,070, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		x			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Director of Finance				
PRESENTER(S):	Tori Melton, Director of Finance				
RECOMMENDATION:	Approval				
TIMING:	Routine				
DISCUSSION:	<ul style="list-style-type: none"> In the FY23 budget, \$350,750 was budgeted for Fire and Rescue apparatus. Atlantic represents and warrants to Customer; that (i) all pricing offered to Customer is consistent with or less than the pricing under the Cooperative Agreement between Atlantic and HGAC. Atlantic will make reasonable efforts for delivery of the product by June 30, 2023; however Delivery of the Product to Customer must occur no later than July 21, 2023 				
FISCAL IMPACT:	Budgeted in FY2023				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> Pa No 1 Atlantic Ambulance Contract Exhibits 1 - 9 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X	X		

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

This **Ambulance Purchase Agreement No. 1** (together with all attachments and exhibits referenced herein, the “**Agreement**”), dated this ___ day of May, 2023, made and entered into by and between Atlantic Emergency Solutions, Inc., a Virginia corporation (“**Atlantic**”), and Fluvanna County, a political subdivision of the Commonwealth of Virginia (“**Customer**”), and Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. (“**LMVFDRS**”) is effective as of the date specified in Article 6 hereof. For valuable consideration the sufficiency of which is acknowledged the parties hereto agree as follows:

1. **Atlantic, Customer and LMVFDRS agree and acknowledge that the LM Contract is amended, restated and replaced in its entirety with the provisions of this Agreement and that the LM Contract (defined in Article 3) as amended, restated and replaced by this Agreement is assigned to the County, and the LMVFDRS assigns all rights and interest it had as the Customer to the County as the Customer under this agreement.**
2. **Definitions.** The words below when used in this Agreement are defined as follows:
 - a. **“Cooperative Agreement”** means collectively Exhibits 1 and 2 to this Agreement (as defined in Article 3 below), and the Bid, as defined below.
 - b. **“County’s General Terms”** means Exhibit 7 to this Agreement (as defined in Article 3 below).
 - c. **“Atlantic Proposal”** means collectively the Cooperative Agreement, Quote (being Exhibit 5 hereto), Worksheet (being Exhibit 3 hereto), Change Order (being Exhibit 4 hereto), and Warranties (being Exhibit 6 hereto), each exhibit being more specifically defined in Article 3 below.
 - d. **“Bid”** means Atlantic’s Response to the Solicitation AM10-20, including, but not limited to, prices and options offered and all suffixes, exhibits, attachments and amendments thereto, which is incorporated herein by reference as a material part hereof;
 - e. **“Options”** means all those options and additional features, services, work and items set forth or listed in Exhibit 3 (the “Worksheet”), Exhibit 4 (the “Change Order”) and/or Exhibit 5 (the “Quote”), to this Agreement.
 - f. **“Specifications”** means all of the general and particular Specifications, warranties, technical Specifications, training, and testing requirements for the Product contained in the Atlantic Proposal for the Products and services being provided to Customer under this Agreement and Specifications shall include all provisions and requirements under the Cooperative Agreement, Warranty, and the County’s General Terms.
 - g. **“Product(s)”** means the ambulance and any associated equipment manufactured or furnished for the Customer by Atlantic pursuant to the Atlantic Proposal and consistent with all requirements of the Atlantic Proposal and the Specifications, and specifically including all changes in the Change Order, as defined below, and delivery of Product to the Customer in Fluvanna County, Virginia along with at minimum one (1) day new delivery training and all training as set out in the Atlantic Proposal (the “Training”) or more training at a time and place convenient for the Customer in the Customer’s reasonable discretion and one (1) factory trips for six (6) department personnel tentatively scheduled for June 4-6, 2023 (the “Factory Trips”). Also included with the Product are those options, items, events, training, factory trips, airfare, meals, lodging and allowances set forth in the Atlantic Proposal, Options and Worksheet (as set out in Exhibit 3). Options, Training, Factory Trips and Delivery of Product are material parts of the Product under this Agreement.
 - h. **“Delivery”** means the date Atlantic is prepared to make physical possession of the Product available to the Customer in Fluvanna County, Virginia at the following address: 10 Slice Road, Palmyra, Virginia 22963.
 - i. **“Acceptance”** The Customer shall have thirty (30) calendar days of Delivery to inspect the Product for conformance with the Specifications; unless the Customer sends Atlantic a Notice of Defect within thirty (30) calendar days of Delivery or the completion of Training, whichever is later, the Product will be deemed to be in conformance with the Specifications and accepted by the Customer

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

excepting latent material defects. Nothing herein is intended to limit any repair, service or equipment covered under a Warranty (as defined below).

- j. **“Warranty”** means any and all warranties required under the Cooperative Agreement, Atlantic Proposal, including specifically the Warranties (as defined in Article 3), and the County’s General Terms (as defined in Article 3).
3. **Exhibits:** The following exhibits are attached hereto and incorporated herein as material provisions of this Agreement:
- a. **Exhibit 1:** Ambulance, EMS & Other Special Service Vehicles Contract No AM10-20 between Houston-Galveston Area Council of Governments (“HGAC”) and Atlantic Emergency Solutions, Inc., dated November 5, 2020, as amended by that Amendment No. 1 to Contract No. AM10-20 dated October 4, 2022, which extended the term through September 30, 2023;
 - b. **Exhibit 2:** HGAC solicitation for Ambulance, EMS & Other Special Service Vehicles AM10-20 issued April 2, 2020, including all suffixes, exhibits, attachments and amendments thereto (the “Solicitation”);
 - c. **Exhibit 3:** Contract Pricing Worksheet dated April 27, 2023 (the “Worksheet”);
 - d. **Exhibit 4:** Change Order dated May 3, 2023 (the “Change Order”);
 - e. **Exhibit 5:** Atlantic Emergency Solutions Quotation revised September 15, 2022, to Lake Monticello Volunteer Rescue Squad and the Lake Monticello VRSF-550 4 X 4 Ultramedic Crawl-Through Drawings revised September 19, 2022, (together the “Quote”);
 - f. **Exhibit 6:** Product Warranty Information (the “Warranties”);
 - g. **Exhibit 7:** Fluvanna County’s General Terms, Conditions and Instructions to Bidders and Contractors (the “County’s General Terms”);
 - h. **Exhibit 8:** Vendor Data Sheet, Proof of Authority to Transact Business in Virginia, Certificate of No Collusion, and Offeror Statement (collectively the “Vendor Forms” executed by Atlantic); and
 - i. **Exhibit 9:** Purchase Agreement dated November 8, 2021 between Atlantic and LMVFDRS as amended to the Effective Date of this Agreement (the “LM Contract”).
4. **Purpose.** This Agreement sets forth the terms and conditions of Atlantic’s sale of the Product to the Customer.
5. **Cooperative Procurement.** Pursuant to the Virginia Public Procurement Act, this a cooperatively procured contract off of the Cooperative Agreement, incorporated herein by reference and made a material part of this Agreement. The Product must meet or exceed all requirements of the Cooperative Agreement and Atlantic must meet or exceed all requirements, provisions and terms of the Cooperative Agreement relating to the Products to be provided hereunder. Notwithstanding any other provisions hereof, Atlantic represents and warrants that all pricing in this Agreement for the Products is consistent with or lower than the pricing set forth in the Cooperative Agreement and all Products purchased hereunder are available under the Cooperative Agreement. **Atlantic represents and warrants to Customer that: (i) all pricing offered to Customer is consistent with or less than the pricing under the Cooperative Agreement between Atlantic and HGAC, as amended from time to time, under the Solicitation.** Customer is materially relying on such representations and warranties in executing this Agreement as a cooperative procurement pursuant to Virginia law.
6. **Term of Agreement.** This Agreement will become effective as soon all of the following have occurred: (i) it is signed and approved by both Customer and Atlantic’s authorized representatives (the “**Effective Date**”). This Agreement shall continue in full force and effect until the Completion Date or until sooner terminated consistent with the provisions hereof. Notwithstanding the foregoing, all training, continuing, guarantee and warranty provisions of this Agreement, including the Warranty as defined above, shall

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

survive the Completion Date and shall continue for the specific warranty period beginning on the Completion Date until the applicable warranty period expires. Any and all provisions that by their terms are intended or implied to survive the Completion Date shall so survive.

7. Purchase and Payment. The Customer agrees to purchase the Product made pursuant to this Agreement, the Atlantic Proposal and the Specifications, with such Product being delivered and made consistent with all requirements of the Cooperative Agreement and the County's General Terms, for the total purchase price of **THREE HUNDRED THIRTY-ONE THOUSAND SEVENTY AND NO/100 DOLLARS (\$331,070.00.00)** ("Purchase Price"). Prices are in U.S. funds. The Purchase Price may be invoiced by Atlantic to the Customer only after the Completion Date, as defined below, and the Customer shall have forty-five (45) days to pay such proper invoice. Final payment shall be made in accordance with Section 47 "Payment" of the County's General Terms, and in no event shall Atlantic be finally paid prior to the Completion Date. The date that all Products are delivered and are fully operational and all services and work related to the Products or necessary for completion of the Products in full compliance with this Agreement and all requirements of this Agreement are satisfied, to the sole satisfaction of the Customer is the "Completion Date".
8. Future Changes. Various state or federal regulatory agencies (e.g. NFPA, DOT, EPA) may require changes to the Specifications and/or the Product and in any such event any resulting actual cost increases, without mark-up of any kind, incurred to comply therewith will be added to the Purchase Price to be paid by the Customer. Atlantic will document and itemize any such price increases for the Customer. If Customer fails to appropriate such additional funds, then the Customer may terminate this Agreement for cause and shall have no further liability of any kind hereunder and no cancellation charges of any kind shall apply; and any amounts prepaid to Atlantic shall be refunded to the Customer within ten (10) days of such termination. If such prepayment is not refunded within ten (10) days, a late fee of \$50.00 per day shall accrue for every day that such payment is delinquent.
9. Agreement Changes. The Customer may request that Atlantic incorporate a change to the Products or the Specifications for the Products by delivering a change order to Atlantic; provided, however, that any such change order must be in writing and include a description of the proposed change sufficient to permit Atlantic to evaluate the feasibility of such change ("Change Order"). Within seven (7) business days of receipt of a Change Order, Atlantic will inform the Customer in writing of the feasibility of the Change Order, the earliest possible implementation date for the Change Order, of any increase or decrease in the Purchase Price resulting from such Change Order, and of any effect on production scheduling or Delivery resulting from such Change Order. Atlantic shall not be liable to the Customer for any delay in performance or Delivery arising from any such Change Order unless the delay is caused by the fault, willful act or negligence of Atlantic. A Change Order is only effective when counter-signed by Atlantic's authorized representative; except that Atlantic may not unreasonably withhold or delay approval and signature of any Change Order.
10. Cancellation/Termination. In the event this Agreement is cancelled or terminated by Customer without cause and solely for Customer's convenience before completion, Atlantic may charge a cancellation fee. The following cancellation fee charge schedule based on costs incurred may be applied: (a) 10% of the Purchase Price after the Effective Date; (b) 20% of the Purchase Price after completion of approval drawings, and; (c) 30% of the Purchase Price upon substantial material requisition. The cancellation fee will increase accordingly as actual costs are incurred as the order progresses through engineering and into manufacturing. Notwithstanding the foregoing, the cancellation fee may never exceed actual costs incurred by Atlantic under the Agreement up to cancellation or termination date and Atlantic must use its best efforts to mitigate any such costs through the sale of such Product to another

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

purchaser; however Customer shall remain liable for the difference between the Purchase Price and, if applicable, the sale price obtained by Atlantic upon sale of the Product to another purchaser, plus any actual and reasonable costs incurred by Atlantic to conduct any such sale. The Parties agree that the assignment of the LM Contract to the County is not a cancellation or termination of the Agreement.

11. Delivery, Inspection and Acceptance.

(a) Delivery. Atlantic will make reasonable efforts for delivery of the Product by June 30, 2023; however, Delivery of the Product to Customer must occur no later than July 21, 2023. Time being of the essence. Risk of loss shall pass to Customer upon Delivery of the Product to the Customer at Customer location with prior noticed of the Delivery Date and time schedule and agreed to by Customer in advance. Further, Atlantic agrees that all prepayments and any other amounts paid by the Customer shall be refunded to the Customer in the event of any breach or default by Atlantic.

(b) Inspection and Acceptance. Customer shall have thirty (30) days from Delivery within which to inspect the Product for conformance to the Specifications, and in the event of non-conformance to the Specifications to furnish Atlantic with written notice sufficient to permit Atlantic to evaluate such non-conformance (“Notice of Defect”). Any Product not in conformance to Specifications shall be remedied by Atlantic within thirty (30) days from the Notice of Defect. In the event Atlantic does not receive a Notice of Defect within thirty (30) days of Delivery or the completion of Training, whichever is later, Product will be deemed to be in conformance with Specifications and Accepted by Customer, excepting latent defects. In the event that Atlantic fails to remedy a defect within thirty (30) days as required under this Agreement, Customer may choose to: (1) Reject the Product in its entirety and receive a complete reimbursement of any and all payments made to Atlantic under this agreement, Atlantic shall also be required at its sole cost and expense to remove the non-confirming Product from the County’s location, and this Agreement shall be deemed null and void and of no further force and effect; or (2) Accept the non-conforming Product subject to a discount equal to either (i) the value of the missing or defective parts, equipment or portions of the Product including any cost to install or make such part, equipment or portion operable, or (ii) the actual cost of the missing or defective part, equipment or portion of the Product including any installation or service fees necessary to make such part, equipment or portion operable based on invoices and receipts. Nothing in this Article is intended to limit any repairs, services or equipment covered under a Warranty provided with the Product and Atlantic agrees to respond to all Warranty claims and repairs promptly and with due diligence.

12. Notice. Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

Atlantic:

Atlantic Emergency Solutions, Inc.

Director of Order Management

12351 Randolph Ridge Lane

Manassas, Virginia 20109

Phone: (703) 393-9911

Customer:

Fluvanna County

Attn: Ms. Victoria Melton

132 Main Street

P.O. Box 540

Palmyra, VA 22963

Phone: (434) 591-1937

With a Copy to: Fluvanna County Attorney

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

414 East Jefferson Street
Charlottesville, VA 22902

13. Standard Warranty. Any applicable warranties are set forth in the Atlantic Proposal and Warranty definition in Article 2 supra and are incorporated herein as if set out in the text of this Agreement. Additional warranties contained in any exhibits hereto are expressly approved by Atlantic and incorporated into this Agreement and made a material part hereof as if set out in the text of this Agreement. Any other warranties must be expressly approved in writing by Atlantic’s authorized representative.

a. Disclaimer. OTHER THAN AS EXPRESSLY SET FORTH IN THIS AGREEMENT, NEITHER ATLANTIC EMERGENCY SOLUTIONS, AFFILIATES, SUBSIDIARIES, LICENSORS OR SUPPLIERS, THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS OR REPRESENTATIVES, MAKE ANY EXPRESS OR IMPLIED WARRANTIES WITH RESPECT TO THE PRODUCTS PROVIDED HEREUNDER OR OTHERWISE REGARDING THIS AGREEMENT, WHETHER ORAL OR WRITTEN, EXPRESS, IMPLIED OR STATUTORY, INCLUDING, ANY IMPLIED WARRANTY OR CONDITION OF MERCHANTABILITY, THE IMPLIED WARRANTY AGAINST INFRINGEMENT, AND THE IMPLIED WARRANTY OR CONDITION OF FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY EXCLUDED AND DISCLAIMED. STATEMENTS MADE BY SALES REPRESENTATIVES OR IN PROMOTIONAL MATERIALS DO NOT CONSTITUTE WARRANTIES.

b. Exclusions of Incidental and Consequential Damages. Other than as expressly set forth in this Agreement, in no event shall Atlantic be liable for consequential, incidental or punitive damages incurred by Customer or any third party in connection with any matter arising out of or relating to this Agreement, or the breach thereof, regardless of whether such damages arise out of breach of warranty, tort, contract, strict liability, statutory liability, indemnity, whether resulting from non-delivery or from Atlantic’s own negligence, or otherwise. Notwithstanding the foregoing, in the event that a dispute arises between the parties that results in litigation any reasonable attorneys’ fees and costs of the substantially prevailing party in such litigation shall be paid by the other party.

14. Insurance. Atlantic Emergency Solutions maintains the following limits of insurance with a carrier(s) rated A- or better by A.M. Best:

Commercial General Liability Insurance/Products/Completed Operations:

Aggregate:	\$1,000,000
Each Occurrence:	\$1,000,000

Umbrella/Excess Liability Insurance:

Aggregate:	\$25,000,000
Each Occurrence:	\$25,000,000

Atlantic will provide to the Customer a copy of a current Certificate of Insurance with the coverage listed above or the coverage required under the County’s General Terms, the higher coverage requirement shall control. Where appropriate Atlantic will add Customer as an additional insured for Commercial General Liability (subject to the terms and conditions of the applicable Atlantic insurance policy); and all policies will provide a 30-day notice of cancellation to the named insured.

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

15. Other Terms. The County's General Terms are attached hereto as Exhibit 7 and incorporated herein by reference as a material part of this Agreement.
16. Force Majeure. Atlantic shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Atlantic's control which make Atlantic's performance impracticable, including but not limited to civil wars, insurrections, strikes, riots, fires, storms, floods, other acts of nature, explosions, earthquakes, accidents, any act of government, allocation regulations or other governmental orders affecting materials, equipment, facilities or completed Products, failure to obtain any required license or certificates not being the fault of Atlantic, acts of God or the public enemy or terrorism, failure of transportation, epidemics, quarantine restrictions, failure of vendors (due to causes similar to those within the scope of this clause) to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work. **All parties acknowledge that Customer's Financing requires the Products be delivered and paid for no later than July 31, 2023.**
17. Default. The occurrence of one or more of the following shall constitute a default under this Agreement: (a) the Customer fails to pay when due any amounts under this Agreement or to perform any of its obligations under this Agreement; (b) Atlantic fails to perform any of its obligations under this Agreement with time being of the essence; (c) either party becomes insolvent or become subject to a bankruptcy or insolvency proceedings; (d) any representation made by either party to induce the other to enter into this Agreement is false in any material respect; (e) the Customer dissolves, merges, consolidates or transfers a substantial portion of its property to another entity; or (f) the Customer is in default or has breached any other contract or agreement with Atlantic. Upon the occurrence of an event of default by Atlantic, the Customer in its sole discretion may choose to immediately cancel and terminate this Agreement for cause with no further amounts due and payable hereunder to Atlantic. If Customer so chooses to cancel and terminate, then any amount already paid to Atlantic including any prepayments of any kind shall be immediately refunded to Customer with interest rate of (1%). This shall be in addition to any other remedies Customer may have in law or in equity owing to Atlantic's default.
18. Manufacturer's Statement of Origin. It is agreed that the manufacturer's statement of origin ("MSO") for the Product covered by this Agreement shall remain in the possession of Atlantic until the entire Purchase Price has been paid. If more than one Product is covered by this Agreement, then the MSO for each individual Product shall remain in the possession of Atlantic until the Purchase Price for that Product has been paid in full. In case of any default in payment, Atlantic may take full possession of the Product, and any payments that have been made shall be applied as payment for the use of the Product up to the date of taking possession. **The Product title shall reflect a lienholder of the County as follows:**

JPMORGAN CHASE BANK, N.A.
PO Box 6026
Chicago, IL 60680

19. Independent Contractors. The relationship of the parties established under this Agreement is that of independent contractors and neither party is a partner, employee, agent, or joint venture of or with the other.
20. Assignment. Except as set forth in Article 1, neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

21. Governing Law; Jurisdiction. Without regard to any conflict of laws provisions, this Agreement is to be governed by and under the laws of the state of Virginia.
22. Facsimile Signatures. The delivery of signatures to this Agreement by facsimile transmission shall be binding as original signatures.
23. Entire Agreement. This Agreement shall be the exclusive agreement between the parties for the Product. Additional or different terms proposed by the Customer shall not be applicable, unless accepted in writing by Atlantic's authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by Atlantic's authorized representative.
24. Conflict. Whenever possible the Agreement and exhibits shall be read together and the requirements of all of the same shall be met. In the event of a direct conflict between this Agreement and any exhibit hereto, the following shall be the order of precedence: (i) this Agreement; (ii) the Change Order; (iii) the Quote; (iv) the Worksheet; (v) the Warranties; (vi) the Cooperative Agreement; and (vii) the Solicitation; and (viii) the County's General Terms. For clarification, (i) would control over (ii) though (viii); (ii) would control over (iii) through (viii); and so forth.

[Signature page to follow.]

2023 Ambulance Purchase Agreement No. 1 -Lake Monticello Road Rescue

In witness hereof the undersigned duly authorized representatives have executed this Contract on the dates set forth beside their respective signatures:

Atlantic:
Atlantic Emergency Solutions, Inc.

Customer:
County of Fluvanna, a political subdivision of the Commonwealth of Virginia

By: _____ Date: _____ By: _____ Date: _____
: _____

Name: _____ Name: _____

Title: _____ Title: _____

LMVFDRS:
Lake Monticello Volunteer Fire Department and Rescue Squad, Inc.

By: _____ Date: _____

Name: _____

Title: _____

APPROVED AS TO FORM:

Fluvanna County Attorney, by Kristina M. Hofmann, Deputy Fluvanna County Attorney

AMENDMENT No. 1 to CONTRACT No. AM10-20
For
 Ambulances, EMS & Other Special Service Vehicles
Between
HOUSTON-GALVESTON AREA COUNCIL
And
Atlantic Emergency Solutions, Inc.


THIS AMENDMENT modifies the above referenced Contract as follows:

This contract is extended through September 30, 2023 Midnight CT.

Unless otherwise noted, this amendment goes into effect on the date signed by **H-GAC**. All other terms and conditions of this Contract shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their respective duly authorized representatives.

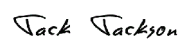
Signed for **Houston-Galveston Area Council**,
Houston, Texas

DocuSigned by:

 82EC270D5D61423...

 Chuck Wemple, Executive Director
 10/4/2022
 Date: _____

Signed for: **Atlantic Emergency Solutions, Inc.**

Printed Name & Title:

DocuSigned by:

 AAA0EAC3E560410...

 Jack Jackson Secretary
 10/3/2022
 Date: _____

H-GAC

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Cooperative Agreement - Atlantic Emergency Solutions, Inc. - Public Services -- 20-01026

GENERAL PROVISIONS

This Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and Atlantic Emergency Solutions, Inc., hereinafter referred to as the Contractor, having its principal place of business at 12351 Randolph Ridge Lane, Manassas, VA 20109.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Agreement and bind the Contractor to the terms of this Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Agreement in accordance with all applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: INDEPENDENT CONTRACTOR

The execution of this Agreement and the rendering of services prescribed by this Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Agreement or act of H-GAC in performance of the Agreement shall be construed as making the Contractor the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of the Contractor are subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 4: WHOLE AGREEMENT

The General Provisions, Special Provisions, and Attachments, as provided herein, constitute the complete Agreement ("Agreement") between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

ARTICLE 5: SCOPE OF SERVICES

The services to be performed by the Contractor are outlined in an Attachment to this Agreement.

ARTICLE 6: PERFORMANCE PERIOD

This Agreement shall be performed during the period which begins Oct 01 2020 and ends Sep 30 2022. All services under this Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 14, which shall be fully executed by both parties to this Agreement.

ARTICLE 7: PAYMENT OR FUNDING

Payment provisions under this Agreement are outlined in the Special Provisions.

ARTICLE 8: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may terminate this agreement with notice as identified in Article 15 of these General Provisions. H-GAC has final determination of the adequacy of performance and reporting by Contractor. Termination of this agreement for failure to perform may affect Contractor's ability to participate in future opportunities with H-GAC. The Contractor's failure to timely submit any report may also be considered cause for termination of this Agreement.

Any additional reporting requirements shall be set forth in the Special Provisions of this Agreement.

ARTICLE 9: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Agreement as outlined and defined in the attached Special Provisions.

ARTICLE 10: SUBCONTRACTS and ASSIGNMENTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Agreement or any right, title, obligation or interest it may have therein to any third party without prior written approval of H-GAC. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 11: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be conducted in accordance with applicable professional standards and practices. The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for any findings that result in monetary obligations to H-GAC.

ARTICLE 12: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's costs and documentation of items which are chargeable to H-GAC under this Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those records on or

off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Agreement. The records to be thus maintained and retained by the Contractor shall include (without limitation): (1) personnel and payroll records, including social security numbers and labor classifications, accounting for total time distribution of the Contractor's employees working full or part time on the work, as well as cancelled payroll checks, signed receipts for payroll payments in cash, or other evidence of disbursement of payroll payments; (2) invoices for purchases, receiving and issuing documents, and all other unit inventory records for the Contractor's stocks or capital items; and (3) paid invoices and cancelled checks for materials purchased and for subcontractors' and any other third parties' charges.

The Contractor further agrees that the examination of records outlined in this article shall be included in all subcontractor or third-party agreements.

ARTICLE 13: RETENTION OF RECORDS

The Contractor and its subcontractors shall maintain all records pertinent to this Agreement, and all other financial, statistical, property, participant records, and supporting documentation for a period of no less than seven (7) years from the later of the date of acceptance of the final payment or until all audit findings have been resolved. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

ARTICLE 14: CHANGES AND AMENDMENTS

- A. Any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in federal or state law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.
- B. To ensure the legal and effective performance of this Agreement, both parties agree that any amendment that affects the performance under this Agreement must be mutually agreed upon and that all such amendments must be in writing. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such amendments shall have the effect of qualifying the terms of this Agreement and shall be binding upon the parties as if written herein.

ARTICLE 15: TERMINATION PROCEDURES

The Contractor acknowledges that this Agreement may be terminated for Convenience or Default.

- A. *Convenience*
H-GAC may terminate this Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

- B. *Default*

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Agreement, in any one of the following circumstances:

- (1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or
- (2) If the Contractor fails to perform any of the other provisions of this Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Agreements that completion of services herein specified within the Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period often (10) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

ARTICLE 16: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 17: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 18: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Agreement, shall participate in any decision relating to this Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Agreement.

ARTICLE 19: FEDERAL COMPLIANCE

Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. Additionally, for work to be performed under the Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s)

applicable to any Federal funding for this Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. §7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. §1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CFR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332), as set forth in Department of Labor Regulations at 20 CFR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 20: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any accident or incident requiring medical attention arising from its activities under this Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Agreement or which would adversely affect the Contractor's ability to perform services under this Agreement.

ARTICLE 21: INDEMNIFICATION AND RECOVERY

H-GAC's liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgements, and liens arising as a result of Contractor's negligent act or omission under this Agreement. Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against Contractor relating to this Agreement.

ARTICLE 22: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the Contractor and an END USER, Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC, is limited to the price of the particular products/services sold hereunder, and Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will Contractor be liable for any loss of use, loss of time, inconvenience, commercial loss, loss of profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor understands and agrees that it shall be liable to repay and shall repay upon demand to

END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Agreement.

ARTICLE 23: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Agreement.

ARTICLE 24: JOINT WORK PRODUCT

This Agreement is the joint work product of H-GAC and the Contractor. This Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 25: DISPUTES

All disputes concerning questions of fact or of law arising under this Agreement, which are not addressed within the Whole Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Agreement and in accordance with H-GAC's final decision.

ARTICLE 26: CHOICE OF LAW: VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Agreement shall lie exclusively in Harris County, Texas. Disputes between END USER and Contractor are to be resolved in accordance with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.


ARTICLE 27: ORDER OF PRIORITY

In the case of any conflict between or within this Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and, 4) Other Attachments.

SIGNATURES:

H-GAC and the Contractor have read, agreed, and executed the whole Agreement as of the date first written above, as accepted by:

Atlantic Emergency Solutions, Inc.

Signature 
AAA0EAC3E560410...

Name John (Jack) Jackson

Title Secretary

Date 11/4/2020

H-GAC DocuSigned by:

Signature 
82EC270D5D61423...

Name Chuck Wemple

Title Executive Director

Date 11/5/2020

H-GAC

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Cooperative Agreement - Atlantic Emergency Solutions, Inc. - Public Services -

20-01026

SPECIAL PROVISIONS

Incorporated by attachment, as part of the whole agreement, H-GAC and the Contractor do, hereby agree to the Special Provisions as follows:

ARTICLE 1: BIDS/PROPOSALS INCORPORATED

In addition to the whole Agreement, the following documents listed in order of priority are incorporated into the Agreement by reference: Bid/Proposal Specifications and Contractor's Response to the Bid/Proposal.

ARTICLE 2: END USER AGREEMENTS ("EUA")

H-GAC acknowledges that the **END USER** may choose to enter into an End User Agreement ("EUA") with the **Contractor** through this Agreement, and that the term of the EUA may exceed the term of the current **H-GAC** Agreement. **H-GAC's** acknowledgement is not an endorsement or approval of the End User Agreement's terms and conditions. **Contractor** agrees not to offer, agree to or accept from the **END USER**, any terms or conditions that conflict with those in **Contractor's** Agreement with **H-GAC**. **Contractor** affirms that termination of its Agreement with H-GAC for any reason shall not result in the termination of any underlying EUA, which shall in each instance, continue pursuant to the EUA's stated terms and duration. Pursuant to the terms of this Agreement, termination of this Agreement will disallow the **Contractor** from entering into any new EUA with **END USERS**. Applicable **H-GAC** order processing charges will be due and payable to **H-GAC** on any EUAs, surviving termination of this Agreement between **H-GAC** and **Contractor**.

ARTICLE 3: MOST FAVORED CUSTOMER CLAUSE

Contractor shall provide its most favorable pricing and terms to H-GAC. If at any time during this Agreement, **Contractor** develops a regularly followed standard procedure of entering into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to **H-GAC** on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to **H-GAC**, **Contractor** shall notify **H-GAC** within ten (10) business days thereafter, and this Agreement shall be deemed to be automatically retroactively amended, to the effective date of **Contractor's** most favorable past agreement with another entity. **Contractor** shall provide the same prices, warranties, benefits, or terms to **H-GAC** and its **END USER** as provided in its most favorable past agreement. **H-GAC** shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If **Contractor** claims that a more favorable price, warranty, benefit, or term that was charged or offered to another entity during the term of this Agreement, does not constitute more favorable treatment, than **Contractor** shall, within ten (10) business days, notify **H-GAC** in writing, setting forth the detailed reasons **Contractor** believes the aforesaid offer is not in fact most favored treatment. **H-GAC**, after due consideration of **Contractor's** written explanation, may decline to accept such explanation and thereupon this Agreement between **H-GAC** and **Contractor** shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties,

benefits, or terms to H-GAC and the END USER.

***EXCEPTION:** This clause shall not be applicable to prices and price adjustments offered by a bidder, Proposer or contractor, which are not within bidder's/proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.*

ARTICLE 4: PARTY LIABILITY

Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to the price of the particular products/services sold hereunder. Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. Contractor accepts liability to repay, and shall repay upon demand to END USER, any amounts determined by H-GAC, its independent auditors, or any state or federal agency, to have been paid in violation of the terms of this Agreement.

ARTICLE 5: GOVERNING LAW & VENUE

Contractor and H-GAC agree that Contractor will make every reasonable effort to resolve disputes with the **END USER** in accord with the law and venue rules of the state of purchase. **Contractor** shall immediately notify **H-GAC** of such disputes.

ARTICLE 6: SALES AND ORDER PROCESSING CHARGE

Contractor shall sell its products to **END USERS** based on the pricing and terms of this Agreement. **H-GAC** will invoice **Contractor** for the applicable order processing charge when H-GAC receives notification of an END USER order. **Contractor shall remit to H-GAC** the full amount of the applicable order processing charge, after delivery of any product or service and subsequent END USER acceptance. Payment of the Order Processing Charge shall be remitted from Contractor to H-GAC, within thirty (30) calendar days or ten (10) business days after receipt of an END USER's payment, whichever comes first, notwithstanding Contractor's receipt of invoice. For sales made by **Contractor** based on this Agreement, including sales to entities without Interlocal Agreements, **Contractor** shall pay the applicable order processing charges to **H-GAC**. Further, **Contractor** agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an **H-GAC** Interlocal Agreement. **H-GAC** reserves the right to take appropriate actions including, but not limited to, Agreement termination if **Contractor** fails to promptly remit the appropriate order processing charge to H-GAC. In no event shall **H-GAC** have any liability to **Contractor** for any goods or services an **END USER** procures from **Contractor**. At all times, **Contractor** shall remain liable to pay to **H-GAC** any order processing charges on any portion of the Agreement actually performed, and for which compensation was received by **Contractor**.

ARTICLE 7: LIQUIDATED DAMAGES

Contractor and H-GAC agree that Contractor shall cooperate with the END USER at the time an END USER purchase order is placed, to determine terms for any liquidated damages.

ARTICLE 8: INSURANCE

Unless otherwise stipulated in Section B of the Bid/Proposal Specifications, **Contractor** must have the following insurance and coverage minimums:

- a. **General liability** insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General

Aggregate limit of at least two times the Single Occurrence limit.

Product liability insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General Aggregate limit of at least two times the Single Occurrence limit for all Products except Automotive Fire Apparatus. For Automotive Fire Apparatus, see Section B of the Bid/Proposal Specifications.

Property Damage or Destruction insurance is required for coverage of **End User** owned equipment while in **Contractor's** possession, custody or control. The minimum Single Occurrence limit is \$500,000.00 and the General Aggregate limit must be at least two times the Single Occurrence limit. This insurance may be carried in several ways, e.g. under an Inland Marine policy, as art of Automobile coverage, or under a Garage Keepers policy. In any event, this coverage must be specifically and clearly listed on insurance certificate(s) submitted to **H-GAC**.

- b. Insurance coverage shall be in effect for the length of any contract made pursuant to the Bid/Proposal, and for any extensions thereof, plus the number of days/months required to *deliver* any outstanding order after the close of the contract period.
- c. Original Insurance Certificates must be furnished to **H-GAC** on request, showing **Contractor** as the insured and showing coverage and limits for the insurances listed above.
- d. If any Product(s) or Service(s) will be provided by parties other than **Contractor**, all such parties are required to carry the minimum insurance coverages specified herein, and if requested by **H-GAC**, a separate insurance certificate must be submitted for each such party.
- e. **H-GAC** reserves the right to contact insurance underwriters to confirm policy and certificate issuance and document accuracy.

ARTICLE 9: PERFORMANCE AND PAYMENT BONDS FOR INDIVIDUAL ORDERS

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB); therefore, Contractor shall offer pricing that reflects this cost savings. **Contractor** shall remain prepared to offer a PPB to cover any order if so requested by the **END USER**. **Contractor** shall quote a price to **END USER** for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of **END USER's** purchase order.

ARTICLE 10: CHANGE OF STATUS

Contractor shall immediately notify **H-GAC**, in writing, of **ANY** change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name. Contractor shall offer written guidance to advise H-GAC if this Agreement shall be affected in any way by such change. **H-GAC** shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Agreement.

ARTICLE 11: TEXAS MOTOR VEHICLE BOARD LICENSING

All that deal in motor vehicles shall maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Agreement term, any required **Contractor** license is denied, revoked, or not renewed, **Contractor** shall be in default of this Agreement, unless the Texas Motor Vehicle

Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to **H-GAC** upon request.

Attachment A		
Atlantic Emergency Solutions, Inc.		
Ambulances, EMS & Other Special Service Vehicles		
Contract No.: AM10-20		
X. Road Rescue		
These units can only be sold outside Texas		
A. Ambulance		
AM20XA01	Duramedic III, 150" X 92", Chevrolet CG33503	\$136,973.00
AM20XA02	Duramedic I, 150" X 92", PT, Ford F450 (4 x 2), w/Air Ride	\$172,336.00
AM20XA03	Duramedic I, 150" X 92", PT, RAM 4500 (4 x 2), w/Air Ride	\$169,243.00
AM20XA04	Promedic III, 150" X 96", Chevrolet CG33503	\$140,834.00
AM20XA05	Promedic I, 150" X 96", PT, Ford F450 (4 x 2), w/Air Ride	\$177,322.00
AM20XA06	Promedic I, 150" X 96", PT, RAM 4500 (4 x 2), w/Air Ride	\$172,399.00
AM20XA07	Ultramedic III, 168" X 96", Ford E450 (V-8, Gas) Cutaway	\$153,747.00
AM20XA08	Ultramedic III, 170" X 96", Chevrolet G4500 (Gas) Cutaway	\$149,481.00
AM20XA09	Ultramedic I, 168" X 96", PT, Ford F450 (4 x 2), w/Air Ride	\$181,856.00
AM20XA10	Ultramedic I, 168" X 96", PT, RAM 4500 (4 x 2), w/Air Ride	\$176,944.00
AM20XA11	Ultramedic I, 168" x 96", PT, Chevrolet 5500HD (4x2) w/air ride	\$190,892.00
AM20XA12	Ultramedic MD, 168" x 96", PT, International MV, w/Air Ride	\$214,628.00
AM20XA13	Ultramedic MD, 168" x 96", PT, International CV, w/Air Ride,	\$191,438.00
AM20XA14	Ultramedic MD, 168" x 96", Freightliner M2, w/Air Ride,	\$217,475.00
AM20XA15	MetroMedic I, 146" X 90", PT, Ford F350 (4 X 2)	\$139,984.00
AM20XA16	MetroMedic I, 146" X 90", PT, Cheverlot C3500 (4 X 2)	\$133,648.00
AM20XA17	MetroMedic I, 146" X 90", PT, RAM 3500 (4 X 2)	\$134,473.00
AM20XA18	MetroMedic I, 153" X 95", PT, Ford F350 (4 X 2)	\$147,356.00
AM20XA19	MetroMedic I, 153" X 95", PT, Ford F450 (4 X 2) w/Air Ride	\$167,583.00
AM20XA20	MetroMedic I, 153" X 95", PT, RAM 4500 (4 X 2) w/Air Ride	\$165,518.00
AM20XA21	MetroMedic I, 160" x 95", PT, Chevrolet 5500HD 4x2 w/air ride	\$166,032.00
AM20XA22	MetroMedic VII, 146 x 90", Ford E350	\$124,184.00
AM20XA23	MetroMedic VII, 146 x 90", Chevrolet CG33503	\$119,351.00
AM20XA24	MetroMedic III, 153" X 95", Ford E350	\$136,075.00
AM20XA25	MetroMedic III, 153" X 95", Chevrolet CG33503	\$127,019.00
AM20XA26	MetroMedic III, 165" X 95", Ford E450	\$142,509.00
AM20XA27	MetroMedic III, 165" X 95", Chevrolet G4500 Cutaway	\$133,067.00
AM20XA28	MetroMedic III, 160" X 95", Chevrolet G4500 Cutaway	\$163,335.00
AM20XA29	MetroMedic MD, 160" x 95" International w/air ride	\$192,064.00
AM20XA30	MetroMedic MD, 160" X 95", Freightliner M2 W/Air Ride	\$222,346.00
E. Remounts (See Section B, p. 8 Items for specifics regarding "Remount" pricing)		
AM20XE01	Remount only - Type I	\$41,036.00
AM20XE02	Remount only - Type III	\$41,036.00
AM20XE03	Remount only - Medium Duty	\$45,520.00
AM20XE04	Remount on chassis- Ford F-350 Type I	\$101,108.00
AM20XE05	Remount on chassis - Ford F-450 Type I	\$105,594.00
AM20XE06	Remount on chassis - Ford E-350 Type III	\$87,743.00
AM20XE07	Remount on chassis - Ford E-450 Type III	\$90,349.00

AM20XE08	Remount on chassis - Chevrolet C3500 Type I	\$97,561.00
AM20XE09	Remount on chassis - Chevrolet G3500 Type III	\$95,279.00
AM20XE10	Remount on chassis - Chevrolet G4500 Type III	\$98,834.00
AM20XE11	Remount on chassis - RAM 3500 Type I	\$94,697.00
AM20XE12	Remount on chassis - RAM 4500 Type I	\$100,253.00
AM20XE13	Remount on chassis - Chevrolet 4500HD Type I	\$93,055.00
AM20XE14	Remount on chassis - International MV Type I	\$103,946.00
AM20XE15	Remount on chassis - International CV Type I	\$105,845.00
AM20XE16	Remount on chassis - Freightliner M2 Type I	\$105,382.00
CC. Wheeled Coach		
A. Ambulance		
AM20CCA01	Type I Custom Series, Ford F-350 DRW	\$144,560.00
AM20CCA02	Type I Custom Series, Ford F-450 DRW	\$165,111.00
AM20CCA03	Type I Custom Series, Ford F-550 DRW	\$166,955.00
AM20CCA04	Type I Custom Series, RAM 4500, Cummins Diesel DRW	\$162,212.00
AM20CCA05	Type I Custom Series, RAM 5500, Cummins Diesel DRW	\$166,255.00
AM20CCA06	Type I CitiMedic, Ford F-350 Diesel DRW	\$132,605.00
AM20CCA07	Type I CitiMedic, Chevrolet 3500 Diesel DRW	\$131,055.00
AM20CCA08	Type I CitiMedic, RAM 3500, Cummins Diesel DRW	\$131,780.00
AM20CCA09	Type I Custom Series, Chevrolet CK3500	\$137,713.00
AM20CCA10	Type II, Transit, Ford (Mid-roof)	\$80,966.00
AM20CCA11	Type II, Transit, Ford (High-roof)	\$81,957.00
AM20CCA12	Type II Crusader Plus, Chevrolet G-30 SRW	\$72,967.00
AM20CCA13	Type II Sprinter Plus	\$90,317.00
AM20CCA14	Type III Custom Series, Ford E-350 DRW	\$133,915.00
AM20CCA15	Type III Custom Series, Chevrolet Cutaway Gas DRW - G3500	\$124,116.00
AM20CCA16	Type III Custom Series, Chevrolet Cutaway Gas DRW - G4500	\$132,099.00
AM20CCA17	Type III Custom Series, Ford E-450 DRW	\$137,072.00
AM20CCA18	Type VII CitiMedic, Ford E-350 DRW	\$118,684.00
AM20CCA19	Type VII CitiMedic, Chevrolet G3500 Cutaway Gas DRW	\$117,964.00
AM20CCA20	Type IX, Chevrolet 4500 Diesel DRW	\$159,394.00
AM20CCA21	Type IX, Chevrolet 5500 Diesel DRW	\$162,309.00
AM20CCA22	Type IX, MAV, International MV, Diesel DRW	\$187,495.00
AM20CCA24	Type IX, MAV, Freightliner M2, Diesel DRW	\$218,192.00
AM20CCA25	Type IX, MAV, Ford F-650	\$186,439.00
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)		
AM20CCE01	Remount only - Type I	\$41,036.00
AM20CCE02	Remount only - Type III	\$41,036.00
AM20CCE03	Remount only - Medium Duty	\$45,520.00
AM20CCE04	Remount on chassis- Ford F-350 Type I	\$101,108.00
AM20CCE05	Remount on chassis - Ford F-450 Type I	\$105,594.00
AM20CCE06	Remount on chassis - Ford E-350 Type III	\$87,743.00
AM20CCE07	Remount on chassis - Ford E-450 Type III	\$90,349.00
AM20CCE08	Remount on chassis - Chevrolet C3500 Type I	\$97,561.00
AM20CCE09	Remount on chassis - Chevrolet G3500 Type III	\$95,279.00
AM20CCE10	Remount on chassis - Chevrolet G4500 Type III	\$98,834.00
AM20CCE11	Remount on chassis - RAM 3500 Type I	\$94,697.00

AM20CCE12	Remount on chassis - RAM 4500 Type I	\$100,253.00
AM20CCE13	Remount on Chassis - Chevrolet 4500 Type I	\$90,055.00
AM20CCE14	Remount on Chassis - Chevrolet 5500 Type I	\$93,055.00
AM20CCE15	Remount on chassis - International Type I	\$103,946.00
AM20CCE16	Remount on chassis - Freightliner M2 Type I	\$105,382.00
I. Frontline		
C. Other Specialty Vehicle or Equipment		
AM20IC01	C-17 Chevrolet Suburban-4x4	\$154,865.00
AM20IC02	C-20 Ford Transit Rapid Response van	\$166,635.00
AM20IC03	C-20 Ford Transit Rapid Response van 4x4	\$176,093.00
AM20IC04	CRU-22-3 Transit 350 High Roof van - 9,500 GVWR	\$219,449.00
AM20IC05	C-23 Sprinter Mobile Command/Communications van	\$184,372.00
AM20IC13	C-25 F-650 - 26,000 GVWR - 25 feet approximate length - Modular aluminum body.	\$370,884.00
AM20IC14	C-30 Freightliner M2-106 - 33,000 GVWR - 30 feet approximate length - Modular aluminum body.	\$459,968.00
AM20IC17	C-35 Freightliner M2-106 - 33,000 GVWR - 35 feet approximate length - Modular aluminum body.	\$525,847.00
AM20IC21	C-40 Freightliner M2-106 - 54,000 GVWR - 40 feet 9 inches approximate length - Modular aluminum body.	\$581,804.00
AM20IC24	C-40 Arrow XT Command/Communications, 40 feet 9 inches approximate length - Modular aluminum body.	\$957,860.00
AM20IC25	C-40 Velocity Command/Communications, 40 feet 9 inches approximate length - Modular aluminum body.	\$956,124.00
AM20IC26	C-44 Freightliner M2-106 - 54,000 GVWR - 44 feet 9 inches approximate length - Modular aluminum body.	\$619,536.00
AM20IC30	C-20T Custom Trailer - 20 foot aluminum body,	\$154,275.00
AM20IC31	C-28T Custom Trailer - 28 foot aluminum body,	\$210,482.00
AM20IC32	C-35T Custom Trailer - 35 foot aluminum body,	\$305,722.00
AM20IC33	C-42T Custom Trailer - 42 foot, Modular aluminum body	\$820,522.00
AM20IC34	C-53T Custom Trailer, 53 body, Modular aluminum body	\$1,009,266.00
AM20IC35	Command Refurb/Technology Refresh	\$228,046.00
Q. McCoy Miller		
A. Ambulance		
AM20QA01	Type I Medic 142 Ford F-350 XL (4x2) 169" WB - Diesel	134,204.00
AM20QA02	Type I Medic 142 Ram 3500 (4x2) 167.5" WB - Diesel	127,708.00
AM20QA03	Type I Medic 142 Chevy C3500 Silverado (4X2) 171" WB - Diesel	129,022.00
AM20QA04	Type I Medic 146 Ford F-350XL (4x2) 169" WB - Diesel	136,929.00
AM20QA05	Type I Medic 146 Ram 4500 (4x2) 167.5" WB - Diesel	145,512.00
AM20QA06	Type I Medic 163 Ford F-450XL (4x2) 193" WB - Diesel	162,386.00
AM20QA07	Type I Medic 163 Ram 4500 (4x2) 192.5" WB - Diesel	156,785.00
AM20QA08	Type I Medic 170 Ford F-450XL (4x2) 193" WB - Diesel	163,076.00
AM20QA09	Type 1 Medic 170 Ram 4500 192.5" (4x2) WB - Diesel	157,475.00
AM20QA10	Type 1 Medic 170 Ford F550 (4x2) 193" WB Diesel	164,074.00
AM20QA11	Type 1 ResqMedic MD 170 Chevrolet C4500 (4x2) Diesel	161,164.00
AM20QA12	Type 1 ResqMedic MD 170 Freightliner M2 (4x2) Diesel	189,244.00
AM20QA13	Type 1 ResqMedic MD 170 International MV (4x2) Diesel	186,076.00

AM20QA14	Type II Guardian Ford T-250 Transit Mid Roof, 148" WB - 9,000 GVWR- Gas	83,624.00
AM20QA15	Type II Guardian Ford T-350 Transit High Roof, 148" WB - 9,500 GVWR - Gas	87,465.00
AM20QA16	Type II Guardian MB Sprinter 2500 High Roof, 144" WB 9,050 GVWR - Diesel	88,215.00
AM20QA17	Type III Medic 142 Ford E-350 138" WB - Gas	120,360.00
AM20QA18	Type III Medic 142 Chevrolet G3500 139" WB - Gas	116,785.00
AM20QA19	Type III Medic 146 Ford E-350 138" WB - Gas	121,628.00
AM20QA20	Type III Medic 146 Chevrolet G3500 139" WB - Gas	118,053.00
AM20QA21	Type III Medic 163 Ford E-450 158" WB - Gas	136,738.00
AM20QA22	Type III Medic - 163SE Chevy G4500 159"WB - Gas	131,195.00
AM20QA23	Type III Medic 170 Ford E-450 158" WB - Gas	137,630.00
AM20QA24	Type III Medic 170 Chevy G4500 159"WB - Gas	132,084.00



COOPERATIVE PURCHASING PROGRAM
 Houston-Galveston Area Council of Governments
 3555 Timmons, Suite 120, Houston, TX 77027
 Phone: 800-926-0234 Fax: 713-993-4548
www.hgacbuy.org

INVITATION TO SUBMIT COMPETITIVE:

 BIDS **PROPOSALS**INVITATION NO.: **AM10-20**ISSUE DATE: **April 2, 2020**CATEGORY: **AMBULANCES, EMS & OTHER SPECIAL SERVICE VEHICLES****PURPOSE OF THIS INVITATION**

The Cooperative Purchasing Program (HGACBuy) of the Houston-Galveston Area Council of Governments is soliciting offerings for the furnishing of products/services as described herein. These products/services may be purchased by any of more than 8000 local government members, districts, and agencies in 49 states.

Note: Responses will be accepted by online electronic submission only. Responses are scheduled to be "Opened By HGAC" on the date and time indicated.

Go to the following address and click on the corresponding link:

<https://www.hgacbuy.org/bid-notice>

PROCUREMENT SCHEDULE & DETAILS

DRAFT SPECIFICATION / INVITATION:	February 13, 2020
PRE-BID/PROPOSAL CONFERENCE:	March 12, 2020 @ 9:00 a.m. CT, Conference Room A, 2nd floor
FINAL SPECIFICATION / INVITATION:	April 2, 2020
BID/PROPOSAL RESPONSES DUE:	May 7, 2020 @ 1:00 p.m. CT; H-GAC Clock
PUBLIC RESPONSE OPENING:	May 7, 2020 @ 2:00 p.m. CT; H-GAC Clock
RECOMMENDATIONS TO BOARD:	August 18, 2020
CONTRACT START DATE & TERM:	October 1, 2020 thru September 30, 2022
The documents comprising this Invitation are available via web download at: https://www.hgacbuy.org/bids/	
For assistance regarding this Invitation, please contact: Name: Jackie Palmer Phone: 713-993-2466 E-mail: jpalmer@h-gac.com	

CONTENTS OF THIS INVITATION**SECTION-A:** General Terms & Conditions**SECTION-B:** Product/Service Specific Requirements & Specifications**SECTION-C:** HGACBuy *Forms***SECTION-D:** Pro-Forma (Sample) Contract**FORMS:** W-9, CIQ, 1295, HB89, CIF

ELECTRONIC SUBMISSION

IMPORTANT:

Responses will be accepted by online electronic submission only. There will be two (2) links provided in the solicitation documents detailing the following:

- **How to submit your bid electronically**
- **Instructions on uploading your bid**

**These links can be downloaded from HGACBuy's website,
<https://www.hgacbuy.org/bid-notices>**



SECTION A
GENERAL TERMS & CONDITIONS
FOR BIDS AND PROPOSALS

INVITATION NO. AM10-20

DESCRIPTION: Ambulances, EMS & Other Special Service Vehicles

TABLE OF CONTENTS

1. INTRODUCTION	2
2. DEFINITIONS, ABBREVIATIONS & ACRONYMS	2
3. NON-BINDING ORAL COMMENTS	4
4. STRUCTURE OF RESPONSE	4
5. BASIC REQUIREMENTS & CONDITIONS	4
6. OFFEROR'S AUTHORIZED SIGNATORY	5
7. SURETY FOR INSURANCE	5
8. CONFIDENTIAL / PROPRIETARY MATERIALS	6
9. REFERENCES	6
10. INSURANCE	6
11. OFFEROR CERTIFICATIONS	6
12. HISTORICALLY UNDERUTILIZED BUSINESS (HUB) PARTICIPATION	7
13. NON-RESIDENT RECIPROCAL SALES ACT	7
14. TEXAS MOTOR VEHICLE COMMISSION CODE & LICENSING	8
15. INTENT AND SCOPE OF SPECIFICATIONS	8
16. REQUIREMENTS APPLICABLE TO PHYSICAL GOODS	8
17. PRODUCT CODES	8
18. SPECIFIC DESCRIPTIVE REFERENCES	9
19. MANUALS	9
20. STANDARD FEATURES & OPTIONS	9
21. WARRANTIES, SALES & SERVICE	10
22. H-GAC ORDER PROCESSING CHARGE	10
23. PRE-PAYMENTS AND DISCOUNTS	10
24. INSPECTION / TESTING	11
25. PRODUCT DELIVERY	11
26. OFFERED PRODUCT ITEM VARIANCES	11
27. REQUIREMENTS FOR SUBMISSION OF A RESPONSE	11
28. CLARIFICATION TO SPECIFICATIONS & REQUIREMENTS	13
29. INCONSISTENT INFORMATION	13
30. REJECTION OF RESPONSES	13
31. WITHDRAWAL OR MODIFICATION OF RESPONSES	14
32. RESPONSE EVALUATION	14
33. ORDER OF PRECEDENCE PRIOR TO CONTRACT AWARD	14
34. AWARD OF CONTRACT	14
35. PRO-FORMA CONTRACT	14
36. CONTRACT TERM	14
37. PERFORMANCE & PAYMENT BOND	15

38. CHANGE ORDERS.....15

39. DUPLICATION OF TERMS OR STATEMENTS.....15

40. PUBLICITY15

41. TAXES15

42. DRUG FREE WORKPLACE15

43. PRODUCT NOTICES & MAILINGS15

44. HANDLING OF ORDERS & PAYMENTS.....15

45. PRICE CHANGES16

46. CONTRACT ITEM CHANGES17

47. FORCE MAJEURE.....17

48. PERFORMANCE UNDER CONTRACT17

49. IMPLEMENTATION OF INTERNET BASED E-COMMERCE18

50. CONTRACTOR ORIENTATION/TRAINING.....18

51. LEGAL & CONTRACTUAL REMEDIES18

52. NATIONWIDE SALES OPPORTUNITIES.....19

1. INTRODUCTION

The Houston-Galveston Area Council (**H-GAC**) is a "Government-to-Government" procurement service for States, State Agencies, Local Governments, Districts, Authorities, and qualifying Not-for-Profit Corporations (**End Users**). End Users become **Members** of the **H-GAC** Cooperative Purchasing Program (**HGACBuy**) by executing an Interlocal Contract, which is free of cost and evergreen unless cancelled. **HGACBuy**, acting on behalf of **Members**, is soliciting competitive offerings for the furnishing of products and/or services, as described elsewhere, which MAY be purchased by **Members** during the contract term. **Members** using the Program issue purchase orders directly to **HGACBuy** contractors.

2. DEFINITIONS, ABBREVIATIONS & ACRONYMS

The following definitions, abbreviations and acronyms may be found in these specifications, and shall be interpreted herein as specified below.

Definitions and Abbreviations:

Acceptance. Acceptance takes place when the **End User** agrees with the **Contractor** that the terms and conditions of the contract have been met and verified. Acceptance is not the same as Receipt, and can only occur after intact shipping, inspection by **End User**, and any onsite testing that has been stipulated as part of the order

Aggregate/Single Occurrence. The term "aggregate" in insurance terms is the sum of all claims against a specific policy for a specific loss incident. The term "single occurrence" differentiates between multiple claims and single claims against a specific policy. The inherent value of a policy's aggregate value is less important to an **End User** than is the value of a single claim as stated under "single occurrence."

Approved. Acceptable to the "authority having jurisdiction."

ARO. "After Receipt of Order". Used in conjunction with a defined time period (usually days or weeks) to establish the delivery or lead time pursuant to any individual purchase transaction. In the case of orders for bodies which will be mounted on a customer furnished cab/chassis, the term ARO shall be construed to mean "After Receipt Of Cab/Chassis".

Authority Having Jurisdiction. The authority shall be either **H-GAC** or the relevant **End User** based on the requirements as stated in each specification item. Unless specifically stated, the authority shall be **H-GAC**.

Bidder. Any entity that submits a competitive bid to this Invitation. (See also "Offeror")

Change Order. Request by an **End User** for a change in the composition of an already submitted purchase order, for example to change quantity ordered, add or delete items, etc.

Contract. Specifically, a contract between **H-GAC** and a successful **Offeror** which is executed based on an award made pursuant this Invitation.

Contract Pricing Worksheet. The standard **H-GAC** form to be used by **Contractor** in preparing a quotation to an End User, upon which End User's purchase order will be based. **Contractor** may use another quotation form provided it contains required information, and only if approved by **H-GAC**.

Contractor. The contracted business entity responsible for fulfilling a contract executed pursuant to this Invitation.

Dealer/Distributor. A duly authorized and/or franchised business entity which sells and services a manufacturer's product in a specified marketing area.

Defect. A discontinuity in a part or a failure to function that interferes with the service or reliability for which the part was intended.

Electronic Media. As used herein, means computer based media such as 100mb Zip Disk, CDROM, e-mail, e-mail attachment, file downloaded from the web, etc.

End User. (See "**Participant**" and "**Member**")

Listed. Equipment or materials included in a list published by an organization, acceptable to the "Authority Having Jurisdiction" and concerned with product evaluation, that conducts periodic inspection of production of listed equipment or materials and whose listing states either that the equipment or materials meet appropriate standards or has been tested and found suitable for use in a specified manner. NOTE: The means for identifying listed equipment may vary for each organization concerned with product evaluation, some of which do not recognize equipment as listed unless it is also labeled. The "authority having jurisdiction" should utilize the system employed by the listing organization to identify a listed product.

Manufacturer. The person or persons, company firm, corporation, partnership, or other organization responsible for taking raw materials or components and making a finished product.

May. A term indicating a permissive use or an acceptable alternative to a specified requirement.

Member. An authorized Participant in the Program. (See "**Participant**" and "**End User**")

Motor Vehicle. The meaning of this term shall be based on the legal definition ascribed to it by the laws and/or regulations of the state in which any specific sale made pursuant to a Contract takes place.

Must. A term indicating a mandatory requirement.

Offer or Offering. Any product or service offered in reply to this Invitation.

Offeror. Any entity that submits a competitive bid or proposal in response to this Invitation. Bidder or Proposer.

Participant. Generally, any qualifying governmental or non-profit entity which has executed an Interlocal Contract for cooperative purchasing services with **H-GAC**.

Product Liability Insurance. Failure of Components and/or assembled equipment resulting in personal injury, disability or death and/or property damage is covered under the product liability insurance provisions.

Product or Product Item. Any of the specific goods, materials, equipment or service(s) specified in this Invitation. This term encompasses the base line item itself, and any and all accessories, options, modifications, ancillary services, assembly, testing, etc. that may be included in the delivered Product.

Proposer. Any entity that submits a competitive proposal in response to this Invitation. (See also "**Offeror**")

Purchaser. The **End User** having responsibility for the specification, requisition, ordering and acceptance of the Product or Service. (See also "**End User**")

Purchasing Authority. The agency that has sole responsibility and authority for negotiating, placing and, if necessary, modifying any solicitation, purchase order, or other award issued by a governing body [**H-GAC**].

Quotation. See "Contract Pricing Worksheet".

Receipt. Receipt takes place when a Product or Service is delivered to an **End User** and a document is executed that establishes that the Product is now in the possession of the **End User** or that the Service has been completed. Receipt DOES NOT connote or imply Acceptance.

Response. All or part of any offering submitted in response to this Invitation.

Shall. A term indicating a mandatory requirement or action.

Should. A term indicating a recommended or advised response to a specified requirement.

Vendor. A manufacturer's representative or dealer authorized to make sales and supply parts and service.

Acronyms:

ANSI = **A**merican **N**ational **S**tandards **I**nstitute

ASTM = **A**merican **S**ociety for **T**esting and **M**aterials

ASME = **A**merican **S**ociety of **M**echanical **E**ngineers

CFR = U.S. **C**ode of **F**ederal **R**egulations

DOJ = U.S. **D**epartment **O**f **J**ustice

DOT = U.S. **D**epartment **O**f **T**ransportation

EPA = U.S. **E**nvironmental **P**rotection **A**gency
FAA = Federal Aviation Administration
FMVSS = U.S. **F**ederal **M**otor **V**ehicle **S**afety **S**tandards
H-GAC = **H**ouston-**G**alveston **A**rea **C**ouncil of Governments
IEEE = Institute of **E**lectrical and **E**lectronics **E**ngineers
MVD = **M**otor **V**ehicle **D**ivision of Texas Department of Transportation
NFPA = **N**ational **F**ire **P**rotection **A**ssociation
NHTSA = **N**ational **H**ighway **T**raffic **S**afety **A**dministration
NIOSH = **N**ational **I**nstitute **F**or **O**ccupational **S**afety **A**nd **H**ealth
NIST = **N**ational **I**nstitute of **S**tandards and **T**echnology
NTEA = **N**ational **T**ruck **E**quipment **A**ssociation
OSHA = U.S. **O**ccupational **S**afety and **H**ealth **A**dministration
RRC = **R**ailroad **C**ommission of Texas
SAE = **S**ociety of **A**utomotive **E**ngineers
TBPC = **T**exas **B**uilding and **P**rocurement **C**ommission (formerly GSC)
TxDOT = **T**exas **D**epartment **O**f **T**ransportation
UL = **U**nderwriter's **L**aboratories Inc.
VTCS = **V**ernon's **T**exas **C**ivil **S**tatutes

3. NON-BINDING ORAL COMMENTS

No oral comment, utterance or response made by any employee, member, or agent of **H-GAC** or any Member of the Cooperative Purchasing Program shall be considered factual or binding with regard to this Invitation, or any contract awarded as a result of this Invitation. Valid and binding terms, conditions, provisions, changes or clarifications, or requests thereof, shall **ONLY** be communicated written form.

4. STRUCTURE OF RESPONSE

Depending on the Product or Service, market structures and sales practices can differ substantially. For example, dealers may sell into any market or may be restricted to certain territories, manufacturers may sell direct or may be limited by law to selling thru independent dealerships, etc. **H-GAC**'s objective is to ensure that **End Users**, no matter where located, can buy contracted products/services and receive quality and timely service and support, while at the same time allowing for the most appropriate and effective response to this Invitation. Therefore, responses to this Invitation will be accepted in conformance with the following scenarios and requirements:

A. Single Respondent Acting Alone Or As "Lead" For A Group:

Offeror shall complete and sign a **Form A** and, if contracted, shall be solely responsible for all contractual requirements including administration, processing of purchase orders and handling of payments for transactions which may involve other dealers who actually deliver the products or services.

B. Multiple Respondents Acting Jointly:

A single Response shall be submitted, and each party to the Response shall complete and sign a separate **Form A** to be included in the single Response. If the Response is successful each party shall sign a separate contract with **H-GAC** and shall be responsible for compliance with all terms and conditions. Only those which have executed a written contract with **H-GAC** may process purchase orders and payments.

In any event, Offeror may be a party to one, and only one, response.

5. BASIC REQUIREMENTS & CONDITIONS

- a. The final requirements and specifications contained herein may be different, perhaps materially, from those in the "Invitation To Attend Pre-Bid / Pre-Proposal Conference", if any. It is **Offeror**'s sole responsibility to thoroughly examine and review all documentation associated with this Invitation, including any Addendums, and to insure that any response submitted complies in every respect with all requirements.
- b. Any Addendum to this Invitation which may be required prior to the Response due date will be delivered to those prospective Offerors of record who have previously obtained a copy of this Invitation from **H-GAC**. Prospective Offerors shall be responsible for obtaining all documents relating to submission of a Response.
- c. **Offeror** shall thoroughly examine any drawings, specifications, schedules, instructions and any other documents, supplied as a part of this Invitation, and is solely responsible for understanding and compliance.

- d. **H-GAC** shall not be liable for **Offeror's** incomplete documentation, or for any costs associated with preparation and submission of any Response hereto. Additionally, all components of any Response become the property of **H-GAC**, and shall be considered to be in the public domain.
- e. **Offeror** shall make all investigations necessary to become thoroughly informed regarding any plan and/or infrastructure that may be required to support delivery of any Product or Service covered by this Invitation. No plea of ignorance by **Offeror** stemming from failure to investigate conditions that may now or hereafter exist, shall be accepted as a basis for varying **H-GAC's** requirements, or **Offeror's/Contractor's** obligations or entitlements.
- f. Requests for changes to the requirements or specifications herein must be in writing (e-mail, fax, letter) and must be received by **H-GAC** no later than fifteen (15) calendar days prior to the Response Due Date. **H-GAC** will review such requests, but may or may not make changes at its sole discretion. Changes, if any, will only be made by written Addendum sent to addressees of record. In any event, it is **Offeror's** sole responsibility to insure that any and all Addendums which may have been issued have been received and addressed.
- g. By submission of a response, **Offeror** expressly understands and agrees that all terms and conditions herein will be part of any subsequent contract that is executed pursuant to this Invitation.
- h. **Offeror** is advised that all **H-GAC** contracts are subject to the legal requirements established in any applicable Local, State or Federal statute.
- i. **Offeror/Contractor** must be in compliance with all licensing, permitting, registration and other applicable legal or regulatory requirements imposed by any governmental authority having jurisdiction. It is **Offeror/Contractor's** responsibility to insure that this requirement is met, and to supply to **H-GAC** upon request, copies of any license, permit or other documentation bearing on such compliance.
- j. Unless otherwise established elsewhere in this Invitation, NO minimum purchase quantities or spending levels are provided or guaranteed by **H-GAC** or any **End User**.
- k. This Invitation is not meant to restrict competition, but rather is intended to allow for a wide range of responses.
- l. Responses which are 'qualified' with conditional clauses or alterations of or exceptions to any of the terms and conditions in this Invitation may be deemed non-compliant at **H-GAC's** sole discretion.
- m. The term '**Offeror**', or derivative thereof, shall become synonymous with '**Contractor**' for any successful **Offeror** recommended for a contract pursuant to this Invitation.
- n. **H-GAC** reserves the right to:
 - Reject any and all offers received in response to this Invitation.
 - Reject any part of an offer received in response to this Invitation.
 - Determine the correct price and/or terminology in the event of any discrepancies in any response.
 - Accept a response from, and enter into agreement with, other than the lowest price **Offeror**.
 - Accept responses and award contracts to as many or as few **Offerors** as **H-GAC** may select.
 - Amend, waive, modify, or withdraw (in part or in whole) this Invitation, or any requirements herein.
 - Hold discussions with **Offerors**, although award may be made without discussion.
 - Request an **Offeror** to give a presentation of the Response at a time and place scheduled by **H-GAC**.
 - Exercise any of these rights at any time without liability to any **Offeror**.
- o. **H-GAC** reserves the right to determine that conditions exist which prevent the public opening of responses on the date and at the time advertised, and to reschedule the public opening for a future date and time. Responses received by **H-GAC** by the original deadline will be secured unopened until the rescheduled opening date and time, and those having timely submitted such responses will be notified.

6. OFFEROR'S AUTHORIZED SIGNATORY

The signatory shall be authorized to sign and contractually bind **Offeror**, and shall sign any and all Response documentation requiring a signature.

7. SURETY FOR INSURANCE

Contractor shall be responsible for using a surety company properly licensed by any and all states in which Contractor will do business with Participants. The surety company shall not expose itself to any loss on any one risk in an amount exceeding ten percent (10%) of its surplus to policy holders, provided any risk or portion of any risk shall have been reinsured, and such reinsurance shall be deducted in determining the limitation of risk applicable to **H-GAC's** insurance requirements.

8. CONFIDENTIAL / PROPRIETARY MATERIALS

All documentation submitted as part of **Offeror's** response to this Invitation will be considered to be in the public domain and may be made available to Members and others, after contract award, upon properly submitted request. If **Offeror** submits documents marked “confidential” or “proprietary”, the Response may be deemed non-compliant.

9. REFERENCES

- a. **Offeror** shall list the names of at least five government agencies within the continental United States which have purchased from **Offeror** products or services similar to those covered by this Invitation, within the last two years. **H-GAC** reserves the right to determine if such products or services are appropriately similar.
 - b. **Offeror** may provide reference information in whatever format desired, but each should include the following specific information:
 - Agency name
 - Contact person name
 - Address
 - Phone & Fax numbers
 - Description of product(s) or service(s) and date sold
 - c. Other information, including criticism however learned, may be used by **H-GAC** in evaluation of responses.
-

10. INSURANCE

- a. Unless otherwise stipulated in Section B, **Offeror/Contractor** must have the following insurance and coverage minimums:

General liability insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General Aggregate limit of at least two times the Single Occurrence limit.

Product liability insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General Aggregate limit of at least two times the Single Occurrence limit for all Products except Automotive Fire Apparatus. For Automotive Fire Apparatus, see Section B – Product Specific of this Invitation.

Property Damage or Destruction insurance is required for coverage of **End User** owned equipment while in **Contractor's** possession, custody or control. The minimum Single Occurrence limit is \$500,000.00 and the General Aggregate limit must be at least two times the Single Occurrence limit. This insurance may be carried in several ways, e.g. under an Inland Marine policy, as part of Automobile coverage, or under a Garage Keepers policy. In any event, this coverage must be specifically and clearly listed on insurance certificate(s) submitted to **H-GAC**.
 - b. Insurance coverage shall be in effect for the length of any contract made pursuant to this Invitation, and for any extensions thereof, plus the number of days/months required to *deliver* any outstanding order after the close of the contract period.
 - c. Original Insurance Certificates must be furnished to **H-GAC** on request, showing **Offeror/Contractor** as the insured and showing coverage and limits for the insurances listed above.
 - d. If any Product(s) or Service(s) will be provided by parties other than **Offeror/Contractor**, all such parties are required to carry the minimum insurance coverages specified herein, and if requested by **H-GAC**, a separate insurance certificate must be submitted for each such party.
 - e. **H-GAC** reserves the right to contact insurance underwriters to confirm policy and certificate issuance and document accuracy.
-

11. OFFEROR CERTIFICATIONS

Offeror, by submission of a Response hereto, makes the following certifications under penalty of perjury and possible contract termination if any of these certifications are found to be false.

Non-Collusive Response

- a. The prices in the Response have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other **Offeror** or potential competitor.

- b. The prices which have been quoted in the Response (unless otherwise required by law), have not been knowingly disclosed by **Offeror** and will not be knowingly disclosed by **Offeror** prior to the public response opening, either directly or indirectly, to any other **Offeror** or competitor.
- c. No attempt has been made or will be made by **Offeror** to induce any other person, partnership or corporation to submit or not to submit a response for the purpose of restricting competition.

Non-Biased Specifications

This Invitation contains no requirements considered to be unduly biased in favor of **Offeror** or any other **Offerors** that may be competing for this procurement.

No Financial Interest or Other Conflict

- a. No **H-GAC** officer, employee, Board of Directors member or member of any **H-GAC** board or commission, nor family member of any such person, has a financial interest, direct or indirect, in **Offeror** or in any contract **Offeror** might enter into with **H-GAC**.
- b. No economic or employment opportunity, gift, loan, gratuity, special discount, trip, favor or service has been, or will be, offered or given to any officer, employee, Board of Directors member, or member of any **H-GAC** board or commission, nor to any family member of any such person.

Debarment and Suspension Status

- a. **Offeror** is not currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any government agency, nor is **Offeror** an agent of any person or entity that is currently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transaction by any government agency.
- b. **Offeror** has not within a three year period preceding this Invitation been convicted of or had a civil suit judgement rendered against **Offeror** for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain or performing a public transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statement, or receiving stolen property.
- c. **Offeror** is not presently indicted for or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses enumerated above.
- d. Offeror has not, within a three year period preceding this Invitation, had any government (federal, state, or local) transactions terminated for cause or default.

Insurance Coverages

Offeror has and will maintain insurance coverage in accordance with the requirements of this Invitation.

Licensing & Permits

Offeror(s) has (have) all licenses and/or permits, required by any and all governmental entities having jurisdiction, to legally sell the products/services offered.

12. HISTORICALLY UNDERUTILIZED BUSINESS (HUB) PARTICIPATION

- a. To satisfy Texas' statutory requirements [Government Code, Chapter 2161, Subchapter D], **H-GAC** requires all **Offerors** to supply information in any bid/proposal response listing (1) the total number of subcontracts and (2) the total number of HUB contracts applicable to the Products or Services offered in the response. Local governments often require this information for their own reporting requirements prior to placing orders through the **H-GAC** Cooperative Purchasing Program.
- b. **Offeror** must complete **Form B** and include subcontracts with HUB's that provide any materials or services related to sales that may be made thru **H-GAC's** Cooperative Purchasing Program.

13. NON-RESIDENT RECIPROCAL SALES ACT

As required by Texas Civil Statutes in the award of contracts, an offeror which is not a Texas resident business must determine if its state of residence prohibits award of government contracts to Texas resident offerors without penalty. If **Offeror's** resident state DOES penalize Texas offerors, **Offeror** must provide this information along with a copy of its applicable resident state's statute in the Response.

14. TEXAS MOTOR VEHICLE COMMISSION CODE & LICENSING

Sales of motor vehicles in the State of Texas are subject to the Texas Motor Vehicle Commission Code. If this Invitation includes any motor vehicle to be sold in the State of Texas, **Offeror** certifies by submission of a response hereto that all required Texas Motor Vehicle Commission licenses are in place and current, and that copies of all such licenses **have been submitted with the Response**. Further, it shall be **Contractor's** responsibility to keep current all required Texas Motor Vehicle Commission licensing during the term of the contract, and to furnish license copies at any time on request by **H-GAC**. If **Contractor** does not maintain current licensing, **H-GAC** reserves the right to immediately terminate the contract.

NOTE: In accordance with the Texas Motor Vehicle Commission Code, contracts for motor vehicles to be sold within the state of Texas may be made **ONLY** with properly licensed Texas Motor Vehicle Dealers. Therefore, to be considered for a contract covering Texas End Users, the Response must include a **Form A** from a licensed Texas Motor Vehicle Dealer

15. INTENT AND SCOPE OF SPECIFICATIONS

- a. The intent of the specifications herein is to provide **Offeror** with sufficient information concerning the Products/Services to be contracted such that **Offeror** can prepare and submit an acceptable Response.
- b. The specifications may be detailed or general in nature with regard to any particular Product/Service. Where not otherwise specified, details of construction, materials, or the way in which services will be provided, are left to the discretion of the **Offeror**, provided only that any offering shall conform, as a minimum, to best Industry standards and practices and to what is currently being sold in the marketplace.
- c. Responses shall be considered only from **Offerors** that have established good reputations in their markets, and who furnish satisfactory evidence of ability to supply the Products/Services specified herein.
- d. **Offeror** shall show proof of ability to provide to **End Users** prompt and competent service, including parts if applicable, for all Products/Services covered by this Invitation, by proper completion of a Service Organization Document as described elsewhere herein.

16. REQUIREMENTS APPLICABLE TO PHYSICAL GOODS

In the case of physical goods (e.g. equipment, material, supplies, as opposed to services), all Products offered must, unless otherwise stipulated in Section B:

- a. Be new, unused, and not refurbished.
- b. Not be a prototype insofar as the general design, operation and performance. This requirement is NOT meant to preclude **Offeror** from offering new models or configurations which incorporate improvements in a current design or add functionality, but which in such new model or configuration may be new to the marketplace.
- c. Include any and all accessories which may or may not be specifically mentioned herein, but which are normally furnished or which are necessary to make a delivered Product ready for its intended use. Such accessories shall be assembled, installed and adjusted such that the Product is ready for continuous operation at time of delivery.
- d. Have assemblies, sub-assemblies and component parts that are standard and interchangeable throughout the entire quantity of a particular Product as may be purchased simultaneously by any individual **End User**.
 - a. Be designed and constructed using current industry accepted engineering and safety practices, and materials.
 - b. Be available for inspection at any time prior to or after procurement.

17. PRODUCT CODES

Unless otherwise addressed in Section B of this Invitation, the following requirements shall apply:

- a. Each Product/Service offered shall be uniquely identified using an **H-GAC** Product Code, which shall be determined as described in Section B of this Invitation. **Offeror** shall offer **ONLY ONE** Product for any particular Product Code. For example, **Offeror** may wish to submit a bid for Product Code ABC and may have another offering that also meets the requirements for ABC. **Offeror** **MAY NOT** submit two offerings for ABC. The alternate offering that also meets the requirements for ABC must be offered as an option "upgrade/downgrade" to ABC on **Form E**.
- b. Pricing for optional upgrades or downgrades to base bid items should be quoted as an "adder" or "deduct" amount as appropriate, to be applied to the offered price of the base Product Item listed on **Form D**.
- c. Base bid items and their associated HGACBuy Product Codes are included in the Section B and/or on **Form D**.

- d. Selection of Product Codes for which to submit an offer is at **Offeror**'s sole discretion.

18. SPECIFIC DESCRIPTIVE REFERENCES

Except for Base Product Items listed on Form D, any reference to a specific catalog, data sheet, form, brochure, model name or number, etc. used herein to describe an item such as an option or accessory is only descriptive and is not to be considered restrictive unless otherwise noted. Such references are normally used only to indicate a type, general description, level of quality and/or required performance standards.

19. MANUALS

Unless otherwise specified or superceded herein, each Product delivered under an **H-GAC** contract, and if applicable any options thereto, shall be supplied with at least one (1) copy of a safety and operating manual. The cost of any such manuals must be included in the base price for any Product Item offered hereunder. If more detailed and technically orientated parts and maintenance manuals are available for a Product or option, at a cost, they shall be offered as options on the *FORM* designated herein for such options, or elsewhere in the Response as may be directed herein.

20. STANDARD FEATURES & OPTIONS

The following requirements are applicable primarily to physical goods.

Standard Features

- a. The stated minimum requirements for all Products listed herein include what **H-GAC** considers to be "standard" features. Even though such features might normally be offered as options rather than as standard, they are nonetheless considered to be standard in this Invitation, and must be included in the base price for any Product offered. Such features **SHOULD NOT** be offered as options except as deducts for their omission from the base Product.
- b. If it is unclear in the Response that an **H-GAC** standard feature is included in the base price, it will be assumed that such is the case. If awarded a contract **Offeror** will be expected to sell the Product with all **H-GAC** specified standard features included in the base price.
- c. Any feature or accessory normally offered by manufacturer as "standard" shall be considered a standard feature and shall be included in the base price of any offering, even though not specifically listed as a requirement in **H-GAC**'s specifications. Such features **SHOULD NOT** be offered as options except as deducts for their omission from the base Product.

Options - General

- a. Options are considered to be any features or accessories, other than **H-GAC**'s and Manufacturer's "standard" features or accessories.
- b. Options should be offered on the *FORMS* designated for quoting options. Each option should be listed and described on a separate line, and should include any Manufacturer's/Dealer's code number. If no Manufacturer's/Dealer's code number exists, **Offeror** should create one.
- c. Prices for all offered options shall be assumed to include any installation or mounting required to make it a fully functional component of the Product, unless otherwise stated in **Offeror's** response.

Required Options

- a. Product specifications in this Invitation may include **H-GAC** "Required Options". If so, **Offeror** must quote a price for ALL such options, and, if there is an **H-GAC** Option Code provided in this Invitation for such options, it MUST be used as part of the description.
- b. For any specific "Required Option", **Offeror** may quote an equivalent so long as its design and performance are as good as, or better than, the specified option item. Responses which do not include pricing for Required Options may be considered non-compliant.

Other Options

- a. "Suggested" or "Other" options may be listed for any particular Product in this Invitation, and **Offeror** is encouraged to quote pricing for such options. The extent of offered options in any response may be taken into consideration as part of the award criteria, at **H-GAC**'s sole discretion.

- b. **Offeror** is encouraged to include options for non-equipment items that may be applicable to a sale, such as: Extended Warranties, Maintenance Agreements, Buy-back or Trade-In Agreements, Out-of-state Delivery Charges, Quantity or Special Discounts, Extended Training Classes, etc.

Published & Unpublished Options

- a. H-GAC Cooperative Purchasing Program (Program) contracts are awarded through a public competitive bid or proposal (RFP) process. Further to that process, Program policy considers an 'option' listed and priced in a bid or RFP Response: (1) To be a "**Published Option**"; (2) To be part of any awarded contract; and (3) To be available for purchase by Program members separately and independently from associated base line items. However, since Published Options may have not been subjected to the same scrutiny as the associated base line items, it cannot be concluded they were directly competed. Therefore, pursuant to Local Government Code 252.021(a), purchase of a published option costing more than \$50,000 shall not be allowed. Furthermore, **H-GAC** reserves the right at its sole discretion to disallow purchase of any Published Option through the Program if deemed contrary to the intent of the law.
- b. Any option that has not been listed and priced in the Response is considered to be an "**Unpublished Option**". Unpublished Options may be sold, but only in connection with the sale of a base Product Item, and only insofar as the total cost of all Unpublished Options remains below twenty five percent (25%) of the total summed cost of the base Product(s) plus any Published Options.
- c. No Published or Unpublished Option may be sold which essentially converts a Product such that it competes with a Product Item awarded to another contractor.

21. WARRANTIES, SALES & SERVICE

Unless otherwise addressed in Section B, the following requirements shall apply:

- a. Offeror must be a properly franchised dealer authorized to sell and service, including warranty service, all products offered and sold in response to the bid invitation or under any **H-GAC** contract.
- b. **Offeror** shall provide detailed Parts and Labor Warranty information with the Response. If **Offeror** submits a warranty with the Response which does not meet the minimum requirements herein, **Offeror** agrees by submission of a Response that such warranty shall be considered to be amended to meet those minimums.
- c. Warranties shall be manufacturer's standard and shall be inclusive of any other warranty requirements which may be stipulated elsewhere herein.
- d. Any warranties offered by a dealer shall be in addition to the manufacturer's standard warranty, and shall not be a substitute for such. **Offeror's** base price for any Product shall be inclusive of the standard warranty.
- e. Complete warranty information will be supplied to **End User** with each Product sold.
- a. Warranties need not apply to normal maintenance service or adjustments, or to any product reasonably shown to have been repaired or altered in any way so as to affect its stability, or to any product which has been subject to misuse, negligence, or accident.
- f. **Offeror/Contractor** is encouraged to offer extended warranties as an option.
- g. Neither **H-GAC** nor **End User** assume any warranty or liability on **Contractor's** behalf unless made or assumed in writing, initiated by **Contractor**, and agreed to in writing by **H-GAC** or the **End User** respectively.
- h. **Contractor** shall be responsible for the execution and effectiveness of all product warranty, and shall be the sole source for solution to problems arising from warranty claims. **Contractor** agrees to respond directly to correct warranty claims and to ensure reconciliation of warranty claims that have been assigned to a third party.

22. H-GAC ORDER PROCESSING CHARGE

H-GAC will levy an Order Processing Charge on **Contractor** for each sale done thru the **H-GAC** contract, with the exception of orders for motor vehicles. Any bid pricing submitted will be considered to include the Charge. The amount of the applicable charge shall be per the most current **H-GAC** schedule. For motor vehicle orders, the Processing Charge shall be levied on and paid by the **End User**.

23. PRE-PAYMENTS AND DISCOUNTS

- a. Progress, pre-payment and special discounts of any kind may be offered and detailed in the Response. Such discounts shall be clearly explained, but shall not be a determining factor in awarding contracts except in the case of tie offerings.
- b. Quantity discounts applicable to similar Products sold to one or more **End User** Departments may be offered. Determination as to product similarity shall rest solely with **Contractor**.
- c. For specific purchases, any proposed quantity, pre-payment or special discounts shall be clearly shown on the Contract Pricing Worksheet.

24. INSPECTION / TESTING

All Products sold pursuant to this Invitation shall be subject to inspection/testing by or at the direction of **H-GAC** and/or the ordering **End User**, either at the delivery destination or the place of manufacture. In the event a Product fails to meet or exceed all requirements of this Invitation, and unless otherwise agreed in advance, the cost of any inspection and/or testing, shall be borne by the **Contractor**.

25. PRODUCT DELIVERY

Unless otherwise addressed in Section B, the following requirements shall apply:

- a. Title to goods, and responsibility and liability for loss and/or damage in shipping pass to **End User** at the delivery destination after receipt and acceptance have taken place. Cost of shipping/delivery shall be paid by **End User** unless otherwise agreed to by **Contractor**. If **Contractor** will be paying for shipping/delivery, shipping terms must be "F.O.B. Destination, Freight Prepaid". If **End User** will be paying for shipping/delivery, shipping terms must be "F.O.B. Destination – Freight Collect".
- b. The details for the application and calculation of shipping and delivery charges must be stated in the Response on **Form E**. Any freight, shipping or delivery charged to **End User** will be prepaid and added to the invoice, and will be clearly shown on any Contract Pricing Worksheet or other quote presented to the **End User**.
- c. The estimated delivery time after receipt of order (ARO), inclusive of Saturdays, Sundays and holidays, for all Products offered must be stated in the Response. Actual delivery for any particular order must be confirmed with **End User** at time of order placement, and must be stated clearly on the Contract Pricing Worksheet.
- d. **Contractor** shall be responsible for delivery and Acceptance according to the requirements of the Contract and the Purchase Order.
- e. Contractor shall advise **End User** prior to making any shipment/delivery, and shall make such shipment/delivery in accordance with **End User's** requirements, providing only that such arrangements do not contravene any requirement of the **H-GAC** contract unless agreed to by **Contractor**.
- f. The execution of all required tests, certifications and/or licensing, and costs thereof, shall be the responsibility of **Contractor**. Upon request by **End User** or **H-GAC**, **Contractor** shall provide any documentation or certification related to such tests, certifications or licensing.

26. OFFERED PRODUCT ITEM VARIANCES

Any variance in the specifications or performance of Products offered pursuant to this Invitation shall be acceptable to **H-GAC** only insofar as it MEETS or EXCEEDS the specifications and requirements of this Invitation.

27. REQUIREMENTS FOR SUBMISSION OF A RESPONSE

Unless otherwise addressed in Section B, the following requirements shall apply:

- a. Responses shall be submitted in two complete printed sets including an Original and one (1) Copy in separate "hard side" three-ring binders. The outer spine of each binder shall be labeled showing this Invitation No., **Offeror** Name, and either "Original" or "Copy", as applicable. The Original printed response will be considered to be the binding Response in case of any conflicts between printed copies and electronic copies. Except for required forms, **H-GAC** Invitation documents should not be included in the Response.
- b. The Original and the Copy shall be submitted complete, except that the Electronic Media should be submitted only with the Copy.
- c. All required **H-GAC FORMS** and documents shall be properly completed, without exception or **Offeror's** Response may be deemed non-compliant. **Offeror** may not modify the format of any **H-GAC FORM** in any way. **Offeror** may photocopy or print blank **FORMS** as needed. Information submitted on the printed copies of the **FORMS** may not be handwritten except for signatures and initials. It is **Offeror's** responsibility to insure that printed **FORMS** are clear and legible. Handwritten and illegible entries may be rejected. **Offeror's** printed, stamped or typed name shall appear on every **FORM** submitted in the Response.
- d. The entire response submission shall also be submitted on electronic media, including all required **H-GAC FORMS**. **Offeror** is strongly advised to make and work with copies of the original electronic **FORMS**. The originals can then be used to make additional electronic or printed copies of the blank **FORMS**. Signatures are not required on the electronic **FORMS**.
- e. The Response shall include ample written evidence, in the form of technical specifications, cut/tear sheets, brochures, pictures, drawings, etc., to demonstrate that all specifications herein have been met and/or exceeded.

- f. The Response shall include, in any format desired, an overview of the **Service Organization** which will support Products sold under any **H-GAC** contract. The overview must include facility locations, phone numbers and Service Manager names, as well as the following:
- The procedure to be used by an **End User** requiring repairs.
 - Typical turn-around time on repairs.
 - Service Department days and hours of operation.
 - Number of qualified / factory trained service personnel normally on hand.
 - Description of the parts inventory on hand.
 - Training services, facilities and personnel available.
- g. Responses shall be enclosed in a sealed package(s) addressed to the Houston-Galveston Area Council, Cooperative Purchasing. The following information shall be stated on the exterior of the package(s):
- Name and address of **Offeror**.
 - Date and hour of public response opening.
 - Bid/Proposal Invitation number.
 - The statement: "**SEALED BID/PROPOSAL, DO NOT OPEN IN MAIL ROOM**".
- H-GAC** shall not be responsible for any Response not properly labeled.
- h. Submission of a COMPLETE Response by telegraphic or electronic transmission is not acceptable. However, Responses may be modified by telegraphic or electronic notice if such notice is received prior to the deadline for submission.
- i. Samples, when required, shall be submitted within the time specified and at no expense to **H-GAC**. If not destroyed or consumed during testing, samples will be returned upon request at **Offeror's** expense.
- j. **Offeror** shall provide firm contract pricing for all Products and Options being offered.
- k. If applicable, responses shall include copies of all current licensing which may be required by the Texas Motor Vehicle Division for execution of sales pursuant to any contract with **H-GAC**.
- l. Due to the complexity of responses and to aid in evaluation, the Response should contain **ALL** required information in tabbed sections as detailed below. Omission of any required *FORM* or information will be sufficient grounds for **H-GAC** to consider your response to be non-compliant.
- m. **First Section:**
- **Form(s) A – Offeror Identification & Signatory:** Identifies the offering party(ies), and should be completed by each party to the Response. If awarded, a contract will be executed with each.
 - **Form B – Historically Underutilized Business Enterprises:** Used to collect information about disadvantaged and minority suppliers and subcontractors, and to commit **Offeror** to working with Participants toward their program goals.
 - **Form C – Response Checklist:** Certification, and also an aid, to insure that all required information has been included in your Response.
 - References, formatted as described elsewhere herein.
 - Service Organization Document, formatted as described elsewhere herein.
- Second Section:**
- **Form D – Offered Items Pricing:** For Bids, contains the list of the Product Items covered by this Invitation. Select the items offered and fill in the price for each. (For RFPs, follow the instructions in Section B as this **Form** may or may not be used.)
 - **Form E – Published Options:** Used to list and price all offered options. List, each on a separate line, all upgrades, downgrades, optional equipment, features, accessories and services which you desire to sell thru the **H-GAC** contract, if awarded. Published catalogs/price sheets may be listed, along with the discount structure that will apply. (For RFPs, follow the instructions in Section B as this **Form** may or may not be used.)
 - **Form W-9 – Request for Taxpayer Identification Number and Certification:** Should be completed by each party to the response.
- Third Section:**
- Technical Specifications, Product Brochures, Tear Sheets, Cut Sheets, Strippers, etc. which clearly list and show all the standard features and capabilities of each Product Item offered on **Form D**.

- Warranty Documentation, as described elsewhere herein, for all items offered.

Fourth Section:

- Copies of any applicable Texas MVD Licenses.
 - Electronic Media, containing the complete response including all required *FORMS*, stored in a pouch or an envelope such that it will not fall out of the binder. (Required in 'Copy' only, not in 'Original'.)
 - **Form CIQ – Conflict Of Interest Questionnaire:** Chapter 176 of the Texas Local Government Code requires vendors and consultants contracting or seeking to contract with **H-GAC** to file a Conflict of Interest Questionnaire (CIQ) if they have an employment or other business relationship with an **H-GAC** officer or an officer's close family member. The required questionnaire is located at the Texas Ethics Commission website: http://www.ethics.state.tx.us/whatsnew/conflict_forms.htm. It is Bidder's responsibility to download the form and furnish a completed copy with the Response, if it is applicable.
- n. By submittal of Response, **Offeror** certifies to the best of its knowledge that all information is true and correct.

28. CLARIFICATION TO SPECIFICATIONS & REQUIREMENTS

- If **Offeror** is in doubt as to the meaning of any item in this Invitation, a written request for clarification may be submitted to **H-GAC** up to fifteen (15) calendar days prior to the deadline for response submission. **H-GAC** shall not be responsible for late delivery. Requests may be transmitted by FAX or e-mail to the assigned Specification Specialist, and should clearly reference this Invitation number and the specific page and paragraph in question. If there are multiple questions, they should be stated separately and numbered.
- Any interpretation of Invitation documents, if made, will be by written Addendum duly issued. A copy of such Addendum will be mailed or delivered to each person officially on record as having been sent a copy of this Invitation. **H-GAC** will not be responsible for any other explanation or interpretation of the Invitation documents made or given prior to the award of the contract.
- Any objections to the Invitation documents must be filed in writing with **H-GAC** on or before fifteen (15) calendar days prior to the deadline for submission of responses.
- Prospective offerors are advised that, after a draft specification has been issued, the Pre-Bid/Proposal Conference is the primary forum through which comments and suggestions may be offered for consideration by **H-GAC** prior to issuance of the final invitation and specifications.
- All best efforts have been made to insure that the product/service descriptions and associated specification information in Sections B & C are correct, and adequate time has been given to prospective Offerors to point out mistakes. However, if an error remains and is caught by Offeror before the scheduled bid/proposal opening, Offeror shall make note of the required correction in the Response, and shall also notify **H-GAC** prior to the opening of responses.

29. INCONSISTENT INFORMATION

H-GAC review of responses supplied on **H-GAC FORMS** is a significant part of the evaluation process. **Offeror** shall state clearly all information required on the *FORMS*. **Offeror's** information supplied on the *FORMS* shall take precedence in the event any standard "boilerplate" type language included in **Offeror's** response is inconsistent with the information supplied by **Offeror** on the **H-GAC FORMS**. In all cases, information on **H-GAC's** printed *FORMS* supplied as part of **Offeror's** response shall take precedence over information supplied on electronic media.

30. REJECTION OF RESPONSES

- H-GAC** may reject a response if:
 - **Offeror** misstates or conceals any material fact in the Response, or if,
 - **Offeror** does not strictly conform to law or the requirements of this Invitation.
- H-GAC** may reject any and all responses, and may reject any part of a response.
- H-GAC, at its sole discretion**, may also waive any formalities or irregularities in any response, or ask for corrected information except for pricing.

31. WITHDRAWAL OR MODIFICATION OF RESPONSES

Once received by **H-GAC**, responses may be modified or withdrawn prior to the submission deadline only if the request to do so is in writing submitted by **Offeror's** authorized representative. Responses and requests for modification received after the submission deadline will not be accepted. Requests for response withdrawal received after the submission deadline will be accepted if the request to do so is in writing submitted by **Offeror's** authorized representative.

32. RESPONSE EVALUATION

For Bid Responses:

- a. Section B will state whether the contract will be awarded to the lowest responsible bidder or to the bidder who provides goods or services at the best value for **H-GAC** and its participants.
- b. If the contract will be awarded based on best value, Section B will state any relevant criteria which **H-GAC** will consider.
- c. For each offered Product Item, **H-GAC** may use the offered price, prices for Required Options, and the prices of selected common Published Options to determine the lowest responsible offer.
- d. Failure of **Offeror** to submit pricing for frequently purchased options and any **H-GAC** required options may cause response to be considered non-compliant at **H-GAC's** sole discretion.

For Proposal Responses:

- e. **H-GAC** will evaluate proposals as detailed in Section B.
- f. By submission of a Response Offeror indicates acceptance of the evaluation technique, and recognizes and accepts that **H-GAC** may at its sole discretion make subjective judgments during the evaluation process.

33. ORDER OF PRECEDENCE PRIOR TO CONTRACT AWARD

In the event of conflict between this document and any references or documents cited herein, this document shall take precedence prior to contract award.

34. AWARD OF CONTRACT

- a. **H-GAC** reserves the right to accept or reject any Product Item or option offered. Additionally, all options included in Offeror's response and accepted by **H-GAC** are understood to be included in any contract.
- b. **H-GAC** shall award contract(s) for line items or groups of line items, at its sole discretion.
- c. With authority granted by the **H-GAC** Board of Directors, a written contract shall be presented to the successful **Offeror(s)** and shall be subject to acceptance by the successful **Offeror(s)** within thirty (45) calendar days after presentation by **H-GAC**. If a contract is not executed within thirty (45) calendar days, **H-GAC** may rescind the contract offer and award a contract to the next **Offeror** in order of rank as determined by **H-GAC**.
- d. Delivery time and prompt payment discounts, including time allowed for payment, may be considered in tie-breaking of offers which are judged by **H-GAC** to be equal in all other criteria.
- e. The contract shall include the following documents in the stated order of precedence:
 - 1st The contract document signed by **H-GAC** and **Offeror**.
 - 2nd This Invitation and all specifications referenced herein.
 - 3rd **Offeror's** response to this Invitation.

35. PRO-FORMA CONTRACT

This Invitation includes a Pro-Forma (sample) Contract which successful offerors will be expected to sign. The actual final contract will be the same or nearly the same as the Pro-Forma. NOTE: Successful Offerors MAY NOT process any purchase orders until the contract documents have been executed and returned to **H-GAC**.

36. CONTRACT TERM

The contract shall be in effect throughout the period stated elsewhere in the contract documents, and thereafter until such time as any outstanding orders against the contract have been fulfilled. The contract may be extended if deemed by **H-GAC** to be in the best interests of the Program, and subject to mutual agreement of the parties.

37. PERFORMANCE & PAYMENT BOND

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB), and offered pricing should reflect this cost saving. However, **Contractor** must be prepared to offer a PPB to cover any specific order if so requested by **End User**. **Contractor** shall quote a price to **End User** for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of **End User's** purchase order.

38. CHANGE ORDERS

End Users shall have the right to make additions by addenda for the purpose of clarification or inclusion of additional specifications, qualifications, conditions, etc. Any such addenda shall be made in writing and agreed upon by **Contractor** and the **End User** agency prior to issuance of any Change Order. A copy of any such Change Order shall be furnished by **Contractor** to **H-GAC**.

39. DUPLICATION OF TERMS OR STATEMENTS

Where statements or terms are duplicated or are extremely similar, **H-GAC** and the **End User** reserve the right to use the statement or term most favorable to **H-GAC** and/or the **End User**.

40. PUBLICITY

H-GAC encourages contractors to "market" the Program, and can provide some information and artwork to be used in published promotional materials. However, any publicity or published material released by **Contractor** referencing the contract, whether in the form of a press release, brochure, photographic coverage, or verbal announcement, shall be issued only with prior review and approval by H-GAC.

41. TAXES

HGAC and **End User** participants are either units of government or qualified non-profit agencies, and are generally exempt from Federal and State sales, excise or use taxes. **Offeror** shall not include any such taxes in the Response. Further, it shall be the responsibility of **Contractor** to determine the applicability of any taxes to a particular order and act accordingly. Exemption certificates will be provided upon request.

42. DRUG FREE WORKPLACE

Contractor shall provide notice to its employees and sub-contractors, as required under the Drug-Free Workplace Act of 1988. A copy of **Contractor's** Drug-Free Workplace policy shall, on request, be furnished to any **End User**.

43. PRODUCT NOTICES & MAILINGS

H-GAC is NOT the owner of Products sold pursuant to this Invitation, but acts only in the capacity of purchasing agent. In that regard, **Contractor** accepts sole responsibility for insuring that notices and mailings, such as Safety Alerts, Safety Recall Notices and Customer Surveys, are sent directly to the **End User** of record.

44. HANDLING OF ORDERS & PAYMENTS

In general, orders and payments will be handled as described below. More specific instructions and information regarding handling of purchase orders and the Order Processing Charge may be provided after contract award. Established procedures may be changed at any time by **H-GAC** as may be dictated by efficient business practice. The particulars of any sale, e.g. specific products, pricing, delivery, warranty, etc., will be in strict accordance with the terms and conditions of this Invitation and the specific contract awarded to **Contractor**. Beyond that:

- a. For any particular procurement to be made under the provisions of an **H-GAC** contract, **End User** and **Contractor** will discuss requirements and agree as to what will be provided.
- b. **Contractor** will prepare a Contract Pricing Worksheet and provide it to **End User**. The Worksheet will list everything being purchased including the base bid item(s), all published and unpublished options and the delivery date. All pricing shall be per the current contract.
- c. **End User** will send a purchase document to **Contractor**, which **Contractor** will send **H-GAC** together with the Contract Pricing Worksheet. **NOTE: Contractor** agrees not to offer, agree to or accept from **End User** any terms or conditions that conflict with or contravene those in **Contractor's** **H-GAC** contract, except for pricing discounts.

- d. **H-GAC** will prepare an "Order Confirmation" and send it to **End User** and to **Contractor**. The Order Confirmation verifies that **Contractor** has a valid **H-GAC** contract and that the order is in compliance with the requirements of the **H-GAC** Cooperative Purchasing Program. **Contractor** will not ship any goods before receipt of both **End User's** purchase document and **H-GAC's** Order Confirmation.
- e. On notification that **Contractor** has received an order, **H-GAC** will invoice **Contractor** for the applicable Order Processing Charge. **NOTE:** The Order Processing Charge is charged to **Contractor**, **EXCEPT in the case of motor vehicles**. For all sales of motor vehicles the Order Processing Charge is levied on the **End User**, collected by **Contractor**, and remitted to **H-GAC** by Contractor.
- f. **Contractor** will deliver products/services ordered, and will invoice **End User** for products/services accepted by **End User**. (See other Sub-Section herein dealing with Product Delivery.) **Contractor** will not invoice before shipment has been made.
- g. **End User** will pay **Contractor** for those products and/or services ordered which have been received and accepted. Under no circumstances shall any check be made payable to a representative or agent. Should a representative or agent submit an invoice to **End User** for any cost related to a purchase order issued to **Contractor** for products/services covered by an **H-GAC** contract, such invoice shall be forwarded to **Contractor** and **Contractor** will take action to correct the error.
- h. Upon delivery of any product/service by **Contractor** and acceptance by **End User**, **Contractor** shall remit to **H-GAC** the full amount of the applicable Order Processing Charge in accordance with the payment terms established in the **H-GAC** contract. Note, the Order Processing Charge is due whether or not **Contractor** has ever received an invoice from **H-GAC**. Sales executed based on the particulars of **Contractor's H-GAC** contract, without payment of the Order Processing Charge, may constitute fraud.

45. PRICE CHANGES

- a. Any permanent increase or decrease in offered pricing for a base contract item or published option is considered to be a price change. Temporary increases in pricing by whatever name (e.g. 'surcharge', 'adjustment', 'equalization charge', 'compliance charge', 'recovery charge', etc.), are also considered to be price changes.
- b. Except in the case of contracted published catalogs and price sheets, prices for Base Bid Items and Published Options are expected to be held firm for a minimum of 90 days from the date an awarded Offeror signs the **H-GAC** contract. Thereafter, changes will be considered if accompanied by justifying documentation satisfactory to **H-GAC**. For published catalogs and price sheets which are on an **H-GAC** contract, requests to amend the contract to reflect any new published catalog or price sheet may be submitted whenever the manufacturer publishes the new document. Any such request must include the new catalog or price sheet.
- c. If **Contractor** routinely offers discounted contract pricing, **H-GAC** may request **Contractor** to accept amended contract pricing equivalent to the routinely discounted pricing.
- d. No price change will be allowed unless it has been reviewed and approved by **H-GAC** in writing. **Contractor** must have received **H-GAC's** written approval of any change prior to charging the new price or using it in any quotation prepared for an **End User**.
- e. Price change requests must be submitted to **H-GAC** in writing and must be received by **H-GAC** at least thirty (30) calendar days prior to the requested effective date of the change, and must state the time period for which the requested pricing will remain firm.
- f. Price change requests shall include **H-GAC Forms D** and **E**, or whatever documentation was used to submit pricing in the original Response hereto, showing all affected items with current contract price, requested price, and percentage change shown clearly for each. This documentation should be submitted in **MSE** Excel format to facilitate analysis and updating of the website.
- g. Price change requests **MUST** be supported with substantive documentation (e.g. manufacturer's price increase notices, copies of invoices from suppliers, etc.) showing that **Contractor's actual costs** have increased. The Producer Price Index (PPI) may be used as partial justification, subject to approval by **H-GAC**, but no price increase based solely on an increase in the PPI will be allowed.
- h. All Products shall, at time of sale, be equipped as may be required under any then current applicable local, state, and federal government requirements. If, during the course of any contract, changes are made to such government requirements which cause a manufacturer's costs of production to increase, **Contractor** may increase Product pricing to the extent of **Contractor's** actual cost increase. The increase must be substantiated with support documentation acceptable to **H-GAC** prior to taking effect. Modifications to a Product required to comply with such requirements which become effective after the date of any sale shall be the responsibility of the **End-User**.

- i. In cases involving contract extensions exceeding sixty-one (61) days beyond the stated expiration date of the contract, **Contractor** may request a price change based on the same conditions as stated above. However the thirty (30) day prior notice is waived and **H-GAC** will consider the request immediately on receipt.
- j. **H-GAC** reserves the right to accept or reject any price change request. Acceptance, if granted, will be in writing and the approved changes will become part of the contract.

46. CONTRACT ITEM CHANGES

- a. If a manufacturer discontinues a contracted item, that item will automatically be considered to be deleted from the contract with no penalty to Contractor. However, **H-GAC** may at its sole discretion elect to make a contract award to the next low offeror for the item, or take any other action deemed by **H-GAC** to be in the best interests of **End Users**, at its sole discretion.
- b. If a manufacturer makes any change in a contracted item which does not affect the contract price, Contractor shall advise **H-GAC** of the details. If the 'new' item is equal to or better than the originally contracted item, the 'new' item shall be approved as a replacement. Otherwise **H-GAC** may allow or reject the change, or take any other action deemed by **H-GAC** to be in the best interests of **End Users**, at its sole discretion. If the change is rejected there will be no penalty to Contractor.
- c. If a manufacturer makes any kind of change in a contracted item which affects the contract price, Contractor shall advise **H-GAC** of the details. **H-GAC** may allow or reject the change at its sole discretion. If the change is rejected there will be no penalty to Contractor. However, **H-GAC** may elect to make a contract award to the next low offeror for the item, or take any other action deemed by **H-GAC** to be in the best interests of **End Users**, at its sole discretion.
- d. In the case of specifically identified catalogs or price sheets which have been contracted as base bid items or as published options, routine published changes to products and pricing shall be automatically incorporated into the contract. However, **Contractor** must still provide thirty (30) calendar days written notice and an explanation of the changes to products and pricing. **H-GAC** will respond with written approval.

47. FORCE MAJEURE

If either party shall be wholly or partially prevented from the performance of any contractual obligation or duty by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident., order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of Force Majeure shall rest solely with **H-GAC**.

48. PERFORMANCE UNDER CONTRACT

H-GAC is committed to insuring that **Contractor** provides effective and efficient service to all Participants in the Cooperative Purchasing Program, and expects that certain Performance Conditions must be met. Failure to meet these conditions may result in contract termination. In that regard, **Contractor shall:**

- a. Appoint a dedicated representative to be the contact person and focal point for all matters relating to End User quotations and orders. The representative shall have: A toll free phone number with voice mail; A fax number; A working e-mail address; and A postal address.
- b. Insure that the representative timely monitors all communication modes listed above, and promptly responds to communications from **End Users** and **H-GAC** in any of these modes. Phone calls will be promptly returned, in any event not later than the next business day. Acceptable failure will be due only to Force Majeure.
- c. Maintain sufficient qualified staff to promptly process all communications from **H-GAC** or **End Users**, and to efficiently, effectively and accurately service all requirements of the contract.
- d. As may be requested by **H-GAC**, replace any staff members who are not providing the service and expertise deemed necessary by **H-GAC** for acceptable support of **End Users**.
- e. Properly prepare and provide to **End User** a Contract Pricing Worksheet, or a quotation in other format as approved by **H-GAC**, for each and every order that is to be executed.
- f. Furnish, on request of **H-GAC**, reasonable data, forms and graphic material to be used in brochures or other print media, or on **H-GAC**'s website.
- g. Allow access to **H-GAC** authorized personnel for inspection of operating facilities, and auditing of purchase orders during the contract period, and for a period extending thru the completion of any outstanding orders. Site inspection may be arranged not less than ten (10) calendar days prior, shall include the names of all participants, and shall be at no expense to **Contractor**.

h. Reporting Requirements:

- **Contractor** agrees to submit written quarterly reports to **H-GAC** detailing all transactions during the previous three month period. Such reports shall include, but are not limited to the following:
 - **End User** name
 - Product/Service purchased, including Product Code if applicable
 - End User Purchase Order Number
 - Purchase Order Date
 - Product/Service dollar amount
 - **HGACBuy** Order Processing Charge amount
- Reports must be provided to **H-GAC** in MSExcel or other acceptable electronic format, and are due by the 30th day of the month following the applicable quarter being reported.

- i. Should **Contractor** default in providing Products or Services as required by this Invitation and the contract, recourse may be exercised thru cancellation of the contract and other legal remedies as may be appropriate.

49. IMPLEMENTATION OF INTERNET BASED E-COMMERCE

H-GAC Cooperative Purchasing has adopted E-Commerce as part of its business model and maintains an internet website at www.HGACBuy.org. At any point in time, various information and process functions may be implemented and made operational thru the website, including but not limited to items such as:

Information Items

- Contract information
- Procurement schedules
- Response requirements & specifications
- Product and option item catalog listings
- **End User & Contractor** information

Functions

- **End User** product inquiries
- Product configuration and price quotes
- Purchase Orders and Confirmations
- Shipping/Delivery notices
- Invoice generation
- Payment remittances, etc.

All **H-GAC Contractors**, as a condition of contract, will be required to work with **H-GAC** and it's E-Commerce provider(s) to maximize use of E-Commerce within the context of **H-GAC** Cooperative Purchasing business. **Offeror** is encouraged to refer to **H-GAC's** Cooperative Purchasing web site where additional information can be found. If you have any questions, please contact **H-GAC** for assistance.

50. CONTRACTOR ORIENTATION/TRAINING

H-GAC believes that **Contractor's** familiarity with the operational policies and requirements of the Cooperative Purchasing Program is a key factor in achieving **End User** satisfaction. In that regard, the Contact Person listed on **Form A**, or an alternate, shall be required to participate in an **H-GAC** vendor orientation/training as soon as possible after contract award. In addition, any other of Contractor's staff who will be involved in any way with the HGACBuy Program should participate in orientation. The orientation may be presented as a teleconference or webinar, or may be held in **H-GAC's** offices as may be determined by **H-GAC** and Contractor to be the most efficient and effective form of delivery.

51. LEGAL & CONTRACTUAL REMEDIES

RESOLUTION OF PROTESTED SOLICITATIONS AND AWARDS

Procedure

Any actual or prospective **Offeror** or **Contractor** who is aggrieved in connection with a purchase transaction may file a grievance. The grievance may be filed at any phase of the procurement. In order for an above mentioned party to enter the grievance process, a written complaint must be sent to the Office Services Manger of **H-GAC** by certified mail which identifies the following:

1. Name, mailing address and business phone number of the complainant.
2. Appropriate identification of the procurement being questioned.
3. A precise statement of reasons for the protest.
4. Supporting exhibits evidence or documents to substantiate any claims.

The grievance must be based on an alleged violation of **H-GAC's** Procurement Procedures, a violation of State or Federal law (if applicable), or a violation of applicable grant or contract agreements to which **H-GAC** is a

party. Failure to receive a procurement award from **H-GAC** in and of itself does not constitute valid grievance. Upon receipt of grievance, the Office Services Manager will initiate the informal resolution process.

Expedited Resolution

The Procurement Officer or Departmental Manager responsible for the solicitation shall contact the complainant and all interested parties and attempt to resolve the allegations informally within ten (10) working days from date of complaint. If the allegations are successfully resolved by mutual agreement, documentation will be forwarded to the Office Service Manager of the resolution with specifics on each point addressed in the original complaint.

If the Procurement Officer or Departmental Manager is not successful in resolving the allegations, the complaint along with the comments will be forwarded to the Office Service Manager immediately. The Office Service Manager will review all documentation. All interested parties will be given written notice of the date, time, and place of the hearing and an opportunity to present evidence. A written decision will be issued within five (5) working days after the hearing along with notice of appeal rights.

Appeals

The complainant may appeal the Office Service Manager's decision by submitting a written appeal, within five (5) working days, to the Executive Director of **H-GAC**. The Executive Director, upon receipt of a written notice of appeal, shall contact the complainant and schedule a hearing within ten (10) working days. The Executive Director of **H-GAC** has the option of appointing a Hearing Officer to preside over the hearing. If appointed, the Hearing Officer shall conduct a hearing and forward a summary and recommended resolution to the Executive Director.

The decision reached by the Executive Director or his designee shall be final and conclusive. This decision will be forwarded to the complainant in writing within thirty (30) working days.

The **Contractor** may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a Court of competent jurisdiction.

RESOLUTION OF CONTRACT DISPUTES

Upon breach or default, **H-GAC** shall give the **Contractor** written notice of default. If the default is not remedied, within a reasonable specified time from date of notification, to the satisfaction and approval of **H-GAC**, default will be declared.

Upon breach of contract or default, **H-GAC** may exercise any and all of its rights afforded by law, including but not limited to those referenced in the General Contract Provisions.

SOLICITATIONS OR AWARDS IN VIOLATION OF THE LAW

Contracts awarded in violation of the competitive process or otherwise in violation of the law are voidable by **H-GAC**.

52. NATIONWIDE SALES OPPORTUNITIES

HGACBuy provides purchasing services to local governments qualifying non-profits throughout the nation, and desires to make established contracts available to them wherever and whenever practicable. Therefore, once a contract is awarded, **Contractor** is expected to expand the scope of its marketing effort to include sales to **End Users** in all areas of the United States, and/or to assign any **H-GAC** contract to another contractor(s) as deemed appropriate by **H-GAC** in the interest of its End Users.

- **Contractor** may sell through **HGACBuy** anywhere subject to compliance with applicable laws and regulations. If the market structure in which **Contractor** operates requires a contract assignment for any particular sale, **H-GAC** will expect **Contractor** to assign the contract to a Manufacturer or to another Dealer(s). Such assignment must be approved by **H-GAC**.
- **Contractor**'s differential costs (e.g. transportation & delivery charges) and allowances (e.g. manufacturer's sales incentives) related to any sale may be charged to buyer.

End of Section A
GENERAL TERMS & CONDITIONS

SECTION B - PRODUCT SPECIFIC REQUIREMENTS
For
AMBULANCES, EMS & OTHER SPECIAL SERVICE VEHICLES

Table Of Contents

1. PURPOSE & SCOPE 1

2. COMMITMENT 2

3. EQUIPMENT CATEGORIES & PRODUCT CODES 2

4. GENERAL REQUIREMENTS 2

5. ABBREVIATIONS, ACRONYMS & DEFINITIONS 3

6. SAFETY INSPECTION AND LICENSES 3

7. EQUIPMENT MANUFACTURER'S SUPPORT 4

8. FACTORY TESTING 4

9. WARRANTY PERIOD 4

10. DELIVERY DOCUMENTATION 4

11. ELECTRICAL AND MECHANICAL REQUIREMENTS & FEATURES 5

12. TRADE IN CREDIT 6

13. STANDARDS ON BLOOD BORNE DISEASES 6

14. KKK-A-1822F – FEDERAL AMBULANCE SPECIFICATIONS 6

15. MINIMUM CAB/CHASSIS SPECIFICATIONS FOR AMBULANCES 6

16. OPTIONS AND ACCESSORIES FOR AMBULANCES 7

17. REMOUNT SERVICES ONLY 7

18. REMOUNT ON CONTRACTOR SUPPLIED CHASSIS 7

19. REFURBISHED SERVICES 8

20. OPTIONS & ACCESSORIES FOR VEHICLES OTHER THAN AMBULANCES 8

21. REQUIREMENTS FOR EQUIPMENT OTHER THAN AMBULANCES 8

22. COMPETITIVE PRICING 8

23. RESCUE UNITS 8

24. RESCUE/FIRE/EMS VESSELS 8

25. EVALUATIONS AND AWARDS 8

ELECTRONIC SUBMISSION

IMPORTANT:

Responses will be accepted by online electronic submission only. There will be two (2) links provided in the solicitation documents detailing the following:

- **How to submit your bid electronically**
- **Instructions on uploading your bid**

These links can be downloaded from HGACBuy’s website, <https://www.hgacbuy.org/bid-notices>

1. PURPOSE & SCOPE

Members of H-GAC's Cooperative Purchasing Program periodically have need of a variety of Ambulances, EMS and Other Specialty Vehicles, and may choose to buy them thru the Program. This Invitation and the specifications included and referenced herein are meant to establish minimum design and performance standards for such equipment, which shall be offered to members thru term contract(s).

2. COMMITMENT

Offeror is required to make some basic commitments to insure the overall success of this program. By submission of a response, offeror commits to the following:

- **Corporate/Sales Commitment** – A commitment that **HGACBuy** has the support of senior management and that **HGACBuy** will be the primary government contracting vehicle when offering services/products awarded from this solicitation to eligible end users nationwide. A further commitment to aggressively market the program, both independently as well in partnership with **HGACBuy**.
- **HUB Participation** – It is **H-GAC's** goal to have Historically Underutilized Business Enterprise (HUB) participation in providing services under a contract. IF **Offeror(s)** intends to employ subcontractors in providing services/products related to this solicitation, **Offeror(s)** shall make and demonstrate a good faith effort to include HUB participation under a contract. **Offeror(s)** good faith effort shall include, but is not limited to the following affirmative steps (ref. 2CFR 200.321):
 - 1) Placing qualified small and minority businesses and women's business enterprises on solicitation list;
 - 2) Assuring that small and minority businesses and women's business enterprises are solicited whenever they are potential sources;
 - 3) Dividing total requirements, when economically feasible, into smaller task or quantities to permit maximum participation by small and minority businesses, and women's business enterprises;
 - 4) Establishing delivery schedules, where the requirement permits, which encourage participation by small and minority businesses, and women's business enterprises;
 - 5) Using the services and assistance as appropriate, of such organizations as the Small Business Administration and the Minority Business Development Agency of the Department of Commerce;

NOTE: The term HUB as used in this solicitation is understood to encompass all programs/business enterprises such as Small Disadvantaged Business (SDB), Disadvantage Business Enterprise (DBE), Minority Owned Business Enterprise (MBE), Women Owned Business Enterprise (WBE) and Disabled Veteran Business Enterprise (DVBE).

3. EQUIPMENT CATEGORIES & PRODUCT CODES

The basic equipment categories included in this Invitation are listed below. Specific base bid items and associated **H-GAC** Product Codes are listed on **Form D**.

Equipment Categories (1st Character of Product Code)

- A. Ambulance
- B. Light/Medium Rescue Vehicle
- C. Other Specialty Vehicle or Equipment
- D. EMS Vehicle Conversions
- E. Remounts

4. GENERAL REQUIREMENTS

- This Invitation is designed to obtain bids that will:
 - A) Provide component prices for Emergency Medical Service Equipment and Units, and
 - B) Provide a pricing structure or formula for services associated with the design, development, delivery, and installation of the equipment.

At the direction of each End User Agency, Contractor shall develop individual, unit specific recommendations using the contractual component price list and service formulas.

Contractor shall honor purchase orders for supply of new units and installation of Products on existing units, but will not be obligated to supply items such as stretchers, disposable medical supplies and oxygen tanks.

- **First Section of Bid** - Place the **completed Forms A, B, C, H, W-9, CIQ, 1295, HB 89 and CCI**
- **Form A's**

*An originally signed **Form A** from the all entities who are party to this submission and who should be offered a contract if this submission is successful. These entities should include the Ambulance Manufacturer and / or Converter and the Franchised Texas Dealer. **Form A's will be accepted from those dealers outside Texas who have current or past sales through the program (Note: All other sales outside Texas should be coordinated through the manufacturer when possible)**. In those cases where sales must go through a dealer due to franchise agreements, **Form A's will be accepted from those out-of-state dealers. For those only bidding conversions (i.e. mobile command, light rescues), Form A's from in-state commercial chassis dealers for the underlying chassis make being quoted must be provided in order to sell in Texas.***

- **Spec/Quote Sheet**

*Bidder shall supply a spec/quote sheet for each product code bid on **Form D** (including remounts). These sheets should call out the H-GAC Product Code and detail what features are included in the price quoted on **Form D**.*

*Note: The spec/quote sheet supplied in the solicitation for complete units should provide vehicle model year/date and/or the price level information. This information is needed in order to process price change request on vehicles bid on **Form D**.*

- **Fees**

For all complete vehicles (Ambulances, EMS and Special Service) excluding remounts, there will be a flat fee of \$1,000.00 assessed per purchase order. There will be a flat fee of \$600.00 assessed per purchase order for remounts.

Note: For all non-vehicle products (boats, trailers etc.) there will be a fee of 1.5% of the total Purchase Order amount (Published Items) per purchase order. Include this fee into your pricing.

5. **ABBREVIATIONS, ACRONYMS & DEFINITIONS**

In addition to abbreviations, acronyms and definitions defined elsewhere herein, the following may also be found in these specifications:

AMD = Ambulance Manufacturers Division of the National Truck Equipment Association

Gallons. United States gallons.

PTO. Power takeoff.

Aluminum Constructed Body – patient module with all aluminum construction **including** structural components, cabinets, floors (no wood products used in construction).

General Constructed Body – patient module with aluminum structural components and other marine or exterior grade construction materials.

Chassis Powered – ambulance module powered by chassis electrical system.

Generator Powered – ambulance module including module mounted warning equipment and scene lights powered by on-board generator.

6. **SAFETY INSPECTION AND LICENSES**

A. **Safety Inspection**

Any vehicle bid to **H-GAC** shall include in the bid price, the cost of providing whatever Safety Inspection is required in the state of purchase, including documentation and windshield sticker.

B. **State Licenses**

Offeror must have all licensing required by any state in which business is conducted under an **H-GAC** Contract, and in particular the State of Texas, Department of Transportation, Motor Vehicle Division Code, if applicable. **Offeror must provide, in any response hereto, a copy of its current Texas MVD Motor Vehicle Dealers License and any other licenses (Converter, Trailer etc.) that may be required to sell their bid items in Texas.** Further, Contractor must provide licensing documentation for other states to **H-GAC** whenever requested.

7. EQUIPMENT MANUFACTURER'S SUPPORT

- A. The Contractor shall be prepared to offer replacement parts and/or service at prevailing rates **Equipment and Units** shall maintain replacement parts and service for all equipment. An ample stock of individual components shall be carried for a minimum of seven (7) years after dates of acceptance by End Users of **Emergency Medical Service Equipment and Units**.
- B. If any component becomes obsolete or unavailable, the Contractor shall be responsible for providing a device which will functionally replace the component if replacement parts are ordered. Ultimately, the Contractor shall, if required, replace the item with equipment of current manufacture which will provide the same functions.
- C. Offeror shall certify by submission of this bid the capability to supply replacement parts (for ambulance conversions) as may be required for a period of at least seven (7) years after **Emergency Medical Service Equipment and Units** have been accepted by End User Agencies.

8. FACTORY TESTING

Emergency Medical Service Equipment and Units shall undergo extensive factory testing prior to shipment to End Users. Testing shall encompass all phases of **Emergency Medical Service Equipment and Units** equipment from board or modular component level, to fully assembled status. Houston-Galveston Area Council shall be furnished documentation on request.

Note: End User Agency shall be responsible for travel and expenses related to factory inspections. Offeror may provide this travel as an option to End User Agency where permitted.

9. WARRANTY PERIOD

The warranty period for all equipment and accessories shall be, at a minimum, at least as per the standard warranty period normally offered by the manufacturer. This shall supersede any requirement related to warranty period stated in Section A.

- A. The patient compartment, all modifications to the OEM chassis by Offeror on the accepted unit, equipment and parts shall be guaranteed for a minimum period of ONE (1) years against defects in design, materials, and workmanship. The warranty period shall begin upon final acceptance of the equipment. This warranty shall cover parts and labor expenses.
- B. On type I & III emergency medical service MODULE the warranty period shall be **fifteen (15) years**.
- C. This warranty shall be upgraded to its original status each time the module is remounted by Contractor or a Contractor authorized remount facility, not to exceed five (5) years above the original warranty.
- D. Warranty of all system equipment shall be the sole responsibility of the Contractor under contract, but may be performed by their certified, designated agent.
- E. In the event any component part of equipment or materials furnished under these specifications, or it's subsequent contract(s), becomes defective by reason of material or workmanship during said period, and the end user agency immediately notifies Contractor of such defect, Contractor shall at no expense to the End User agency or **H-GAC**, repair or replace equipment or component with new equipment or component.
- F. Contractor shall furnish copies of warranties for all installed or otherwise provided equipment upon delivery of vehicle(s) to end user agencies. "On site" service shall be furnished for minor repairs and electrical problems by the contractor, but may be performed by their certified, designated agent emergency medical service units.

10. DELIVERY DOCUMENTATION**A. User's Manual**

At least one (1) user or operators manual shall be furnished with each delivered piece of equipment. Manuals shall provide basic operational description of all equipment and other pertinent operational details. Manuals shall be concise, simple, and shall include pictures showing various operator controls.

B. Installation / Service Manual & Schematics

The Installation/Service Manual shall describe proper **Emergency Medical Service Equipment and Units** installation procedures. The manual shall include those details which are unique to the unit. The Installation/Service Manual shall also include a maintenance section with board overlays, schematic diagrams, and theories of operation. Explanation of diagnostic display interpretations shall also be included. All drawings shall be accurate, to a scale sufficiently large to show all pertinent features of

unit/system items and method of connection, detailing components. Two each to be provided with each EMS unit delivered.

C. Equipment Documentation

Contractor shall deliver to End User Agency a complete set of manuals, warranties, warranty registration, instructions, etc. associated with any equipment installed or provided with the supplied Emergency Medical Service Equipment and Unit(s). This includes documentation for items such as sirens, lighting, siren speakers, oxygen devices, stretchers and cab-chassis.

11. ELECTRICAL AND MECHANICAL REQUIREMENTS & FEATURES

A. Ergonomic Design

Operator control functions, switches, buttons, and displays shall be designed to aid and enhance operator capabilities by minimizing efforts required to control equipment. Each function shall be labeled in a manner which minimizes operator error. Each major equipment function shall have an individual switch and associated indicator.

B. Electrical Features

1. Electronic circuitry employed throughout the **Emergency Medical Service Equipment and Units** may utilize integrated, solid state circuitry, and may utilize Very Large Scale Integration. The only exception allowed shall be relays for external interfaces and switches. Switches shall be rated for a minimum of one million (1,000,000) operations. On printed circuit boards, all active devices shall have designations screened onto the circuit board at each device location. All optional and auxiliary circuit output connections shall be screened onto the board for easy reference.

2. All **Emergency Medical Service Equipment and Units** electrical components should be of plug-in modular design. The plating material on circuit board edges, where plug-in contact is made, shall provide maximum reliability. All Copper traces on circuit boards shall be covered with protective materials which provide both isolation and non-conductivity.

C. Equipment Interchange Ability

For ease of service and reduction of spare parts, all components and similar equipment shall be interchangeable excepting minor adjustments, where applicable. The exchange of equipment by personnel of the End User Agency shall in no way constitute a violation of the warranty if performed according to basic steps listed in User's Manual or Installation/Service Manual. **Emergency Medical Service Equipment and Units** shall have all essential, standard maintenance areas located to provide ease of access.

D. Standard Electrical Feature Expansion

Field enhancement and expansion of standard electrical features shall be accomplished by modification or addition of required components to control the added features.

E. General Installation Requirements

1. The installation procedures for all equipment shall be accomplished in a complete and professional manner.

2. To conform with manufacturers' warranties, all equipment installed under this agreement having a manufacturer's warranty shall be installed by, or under the direction of, the manufacturer or his certified agent. All such manufacturers' warranties shall be forwarded to the End User Agency.

3. All work involving manufactured goods or products shall be performed in accordance with manufacturer's recommendations. Any and all items of work referred to by the specifications, unless specified to the contrary in writing, shall be the responsibility of the Contractor and shall be included in submitted bid.

4. Installations shall include all related costs to interface equipment to the **Emergency Medical Service Equipment and Units** sources. Contractor shall be responsible for freight, handling, unpacking, placement, cabling, and final configuration of all proposed equipment; and all of these costs shall be identified in the bid.

5. Contractor shall be responsible for maintaining safe, clean work area, removing associated debris as needed.

F. Installation / Assembly Acceptance

Each **Emergency Medical Service Equipment and Unit** installation/assembly shall be completed and thereafter accepted in written form by the End User Agency, with copy forwarded to the **H-GAC** for final acceptance.

12. TRADE IN CREDIT

Contractor may offer reduction in price through credit for trade-in of End User Agency equipment at market value negotiated between Contractor and End User Agency. However, Trade-In credit shall be used to reduce End User cost only after applicable totals are tabulated.

13. STANDARDS ON BLOOD BORNE DISEASES

All **Emergency Medical Service Equipment and Units** sold thru the Program executed shall be compliant with Occupational Safety and Health Administration BLOOD BORNE pathogen standards, National Fire Protection Association, Inc standards, and Center for Disease Control recommendations.

Emergency Medical Service Units shall be designed to expedite the removal of blood and other body fluids, provide isolated disposal areas for needle sharps and infected material, and eliminate use of materials in the manufacturing of units which provides a growth media for BLOOD BORNE pathogens.

14. KKK-A-1822F – FEDERAL AMBULANCE SPECIFICATIONS

All Ambulance equipment offered and sold hereunder must meet Federal Ambulance Specification KKK-A-1822F, and all modifications and enhancements to that specification as detailed in this Invitation. A copy of the Federal Ambulance Specifications may be downloaded at no cost from the internet at:

[FSS.GSA.GOV/VEHICLES/BUYING](http://www.ntea.com/Downloads/AMD_KKK-A-1822F.pdf). (http://www.ntea.com/Downloads/AMD_KKK-A-1822F.pdf).

Note: Class 2 (four wheel driven - 4X4), Configuration A for all Types (as referenced in KKK A-1822F) can be included in the manufacturing options (**Form E**). All units are to be bid with **ALS Configuration** compliance. Offerors may offer a CREDIT on **Form E** for End User Agency choice of a **BLS Configuration** as an option as well.

15. MINIMUM CAB/CHASSIS SPECIFICATIONS FOR AMBULANCES

Offered commercial cab-chasses shall meet all specification herein, including the following:

- **All cab/chassis shall be current model Ford, Dodge, Chevrolet, GMC, International, Freightliner or other compliant cab & chassis**, with 47A ambulance prep-package, where applicable, to be included in the base unit price.
- Chassis OEM engine suitable for proposed units intended use with automatic transmission and drive train, with spin-on oil filter, dry paper element type air filter, minimum one-half inch clearance between fan blades and radiator, and radiator with heavy duty coolant recovery system.
- Multi-speed automatic w/auxiliary transmission cooler
- Power steering
- Brakes, dual hydraulic power, rear anti-lock braking system on type I, II, and III.
- Dual parking brake, cable actuated operated on type I, II, and III
- Factory air conditioning with engine driven compressor and environmentally safe freon, heavy duty cooling package and heavy-duty radiator
- OEM tinted glass
- Dual wheels, if applicable - wide track rear axle
- Unless specified by the end user, on Type I or III Modular Ambulance and Type II Van, single rear axle shall be the minimum specifications or according to payload requirements as indicated in the NFPA 1917 specification.
- Rear axle ratio suitable for intended use
- Heavy duty front springs with front stabilizer bar
- Heavy duty gas shock absorbers front and rear
- Heavy duty rear springs designed for intended use
- Radial tires with highway tread
- Spare tire and wheel as above
- Chrome front bumper
- OEM Exterior mirrors suitable for intended use
- Dual heavy-duty batteries providing cold cranking amperage suitable for intended use
- Mud flaps in compliance with Texas state law.
- Factory dual horns, electric
- Windshield wipers, with intermittent feature
- Factory installed fuel tanks

- Unless specified by the end user, paint should be Ford Polar White or approved equal
- Aero or equal halogen headlights w/impact-resistant lenses.
- **Electrical generating system**
At minimum the ambulance shall be equipped with an OEM standard DC power from either a single or dual OEM alternator. Another brand of alternator may be substituted, provided the manufacturer of the alternator has a local service center and the alternator has been certified by a certified testing authority that the generating system meets the requirements of NFPA 1917. Increase to the capacity of the electrical system shall grow in accordance to the demand in the final electrical design of the system and the electrical load thereto. Exception to this requirement is an emergency medical service unit with an auxiliary generator set with electronic ignition, then the OEM cab-chassis 100 ampere or greater alternator is acceptable.

16. OPTIONS AND ACCESSORIES FOR AMBULANCES

Bidder shall provide a thorough listing of options on **Form E** for the categories listed below. Bidder may list/price these options individually or provide a catalog specifying the pricing/discount structure. All catalogs must be identified (name, effective date, year) on **Form E**. If catalog is submitted, bidder shall provide a copy of this catalog w/bid. The catalog/retail price book bid shall be the one in effect at the time of bid submittal. In any event, manufacturers' descriptions, part numbers, and pricing must be provided. Pricing must include installation on the vehicle when part of original vehicle order. Where one of these options is standard equipment, buyer may choose to take a credit in lieu of the required option, provided omission of the item does not make the unit non-compliant with **NFPA, QVM** and/or any other applicable certifications. This list is not meant to be restrictive or all inclusive. Offeror is expected to provide a complete listing of options/accessories with the response.

Required Option (To be bid on Form E) – (SAE J3027) – Ambulance Litter Integrity, Retention and Patient Restraint must be provided where the states or end users request it. The Cot Fastener Assembly shall be bid as an option by the contractor (Form E).

Note: Bidder is encouraged to list chassis credits (where applicable) on **Form E**.

Option and Accessory Categories

- Emergency Lighting & Light Bars
- Audible Warning Devices
- Bumpers, Guards & Trim
- Cab/chassis Options & Accessories
- Electrical Options & Accessories
- Operator Control Panel Options & Accessories
- Patient Module Exterior/Construction Options & Accessories
- Patient Module Interior Options & Accessories
- Patient Module Window Options
- Patient Transport/Restraint Options & Accessories

Note: All priced options (Form E) may be offered for separate purchase to End Users. Individual purchase orders for these options cannot exceed \$50,000.00 (H-GACBuy Fee – 1.5%)

17. REMOUNT SERVICES ONLY

Remount Services have been added to **Form D** as a base bid line item. Bid pricing for this service shall include the cost of removing an existing body and reinstalling it on a different chassis, **only**. This service would apply where the chassis was supplied by the end user.

Note: Remounting Services are to be performed by an authorized dealer/remounter. Any specific certifications or warranties that may be requested by an end user regarding remounts is the end users responsibility and shall be negotiated between the end user and the supplier/contractor when services are quoted.

18. REMOUNT ON CONTRACTOR SUPPLIED CHASSIS

Remounts on Contractor Supplied Chassis have been added to **Form D** as a base bid line item. Bid pricing for this line item shall include the cost of the chassis plus the removal and reinstallation of the body, **only**.

Note: Remounting Services are to be performed by an authorized dealer/remounter. Any specific certifications or warranties that may be requested by an end user regarding remounts is the end users responsibility and shall be negotiated between the end user and the supplier/contractor when services are quoted.

19. REFURBISHED SERVICES

Refurbishing parts/services are to be bid as published options on **Form E**. These published options are available for purchase by members separately and independently from associated base line items. The cost cannot exceed \$50,000.00. If quoting refurbishing services where the price exceeds \$50,000.00, it must be tied to a base bid line item (Remounts) listed on **Form D**.

20. OPTIONS & ACCESSORIES FOR VEHICLES OTHER THAN AMBULANCES

Offeror shall quote a wide variety of upgrades and accessories to insure that End Users may be able to configure any purchased vehicle to meet their requirements.

21. REQUIREMENTS FOR EQUIPMENT OTHER THAN AMBULANCES

Equipment other than ambulances shall be built to standard published OEM specifications for the specific equipment offered, and must meet the requirements of any applicable federal (FMVSS), state (TxDOT) or local law or regulation. All emergency vehicles, chassis, modular body equipment, devices, accessories, and electronic equipment delivered under this contract shall carry the manufacturers’ standard warranty for a minimum of 1 year against defects in materials, workmanship and performance.

22. COMPETITIVE PRICING

By submission of a response, **Offeror** certifies that offered pricing is as good as or better than pricing offered to local government customers individually or thru any other program under normal circumstances. If such is not the case, **Offeror** shall explain how offered pricing differs from "best" pricing, and by how much.

23. RESCUE UNITS

Units not having firefighting capabilities (water tanks or pressurized foam tanks) shall be in accordance with the latest revision of NFPA 1901. The rescue vehicle, chassis rescue body, equipment, rescue accessories and electronic equipment to be delivered under this contract shall be standard commercial products, tested and certified to meet this specification. The vehicle shall comply with all Federal Motor Vehicle Safety Standards (FMVSS) and United States regulations applicable or specified for the year of manufacturer.

24. RESCUE/FIRE/EMS VESSELS

Boats outfitted for fire suppression, on-water rescue, scuba diver deployment, patrol & surveillance duties. These vessels meet the applicable standards and guidelines as provided by the following: US Coast Guard, ABS (American Bureau of Shipping), NFPA and ABYC (American Boat & Yacht Council).

25. EVALUATIONS AND AWARDS

Bids will be evaluated by H-GAC Staff in compliance with stated requirements. Contracts will be awarded to the “lowest responsive responsible Bidder(s) providing best value” for each base line item offered. A minimum threshold score of **70 points** will be required before a contract may be offered.

PRICING – An analysis of Bidder’s submitted bid price will be conducted for each base line item using **Form D** and **Form E**. Bidders with the lowest total price for each line item will receive a **maximum score of 70 points**, the next lowest, **69**, et cetera.

PAST PERFORMANCE – An evaluation will be conducted of the Bidder’s previous contract performance as an HGACBuy contractor based on the performance measured listed below. **Maximum score is 25 points**.

PERFORMANCE MEASURES
Timely response to request for information and/or request for quotes/pricing (Sec A, 48b)
Accurate preparation of Contract Pricing Worksheet(s) (Sec A 48e)
Timely delivery of product or services (as quoted at time of order placement) (Sec A, 25c)
Quality of products/service (Sec A, 25d, 44f)
Timely and accurate submission of Contractor’s Activity Report (Sec A, 48h)

Timely payment of order processing charge (Sec A, 44g, 44h)

NOTE: For **Joint Bids**, each Form A submitted in the Bidders response will be scored per the above criteria and an overall average will be taken of all Form A's submitted to determine the Performance score for each submission.

Requests for a debriefing must be made in writing to jpalmer@h-gac.com within 5 days of board approval. H-GAC reserves the right to not conduct debriefing if the requests are made after that time. This procedure is NOT available to Respondents who did not participate in selected ITBs or RFPs, to non-responsive or non-timely Respondents/bidders, or when all proposals/bids are rejected.

MARKETING PLAN (Form H) – Bidder shall provide a written narrative explaining in some detail activities that will be undertaken to actively market and promote an H-GAC contract to local government and non-profit End Users. Plan may include items such as types of media to be used, frequency of outreach campaigns or designated staff resources assigned to such tasks. **Maximum score is 5 points.**

Specifications prepared by
**Houston-Galveston Area Council
Cooperative Purchasing Program**

This is the end of the Section B



SECTION C - H-GAC FORMS

(Rev 12/02/09)

For Use In Responding To Competitive Bid And Proposal Invitations

Invitation No.: AM10-20

Title: Ambulances, EMS & Other Special Service Vehicles

This Section contains the following **H-GAC FORMS**.

FORM	DESCRIPTION
Form A:	Offeror Identification and Authorized Signatory
Form B:	Historically Underutilized Business Enterprises
Form C:	Response Checklist
Form D:	Offered Items Pricing
Form E:	Published Options
Form-H	Marketing Plan
Form W-9	Request for Taxpayer Identification Number and Certification
Form CIQ	Conflict of Interest Questionnaire
Form 1295	Certificate of Interested Parties
HB 89	Prohibition on Contracts with Companies Boycotting Israel
CCI	Contractor Contact Information

These *FORMS* are hereby made available in electronic format. They should be copied to Offeror's computer for completion and/or printout as required. The *FORMS* **may not** be changed or altered in any way, except as may be specified on the *FORM*.

ALL completed *FORMS* must also be submitted electronically on electronic media (flash/thumb drive), excepting of course for signatures. **The printed "Original" of the response will be considered as the official copy in case of any discrepancy between the electronic version and the printed Original.**

FORM A - OFFEROR IDENTIFICATION & AUTHORIZED SIGNATORY
(DO NOT handwritten this Form. Information must be typed in.)

Invitation No.: AM10-20 _____

Invitation Title: Ambulances, EMS & Other Special Service Vehicles _____

Offeror Company: _____

(Legal name of business which will appear on contract, if awarded)

Offeror Status: **Manufacturer** **Dealer/Distributor** **Other**

Response Type(1): **Single Offeror Acting Alone Or As Lead** **Multiple Offerors Acting Jointly**

Contract Signatory(2): _____

Title: _____

Mailing Address(3): _____

Street/PO Box

City

State & Zip

Physical Address: _____

Street

City

State & Zip

Phone: _____

Fax: _____

Email Address: _____

Federal Tax ID No.: _____

Web Page URL: _____

(1) If Joint Offering, all parties must submit a signed Form A. A contract will be offered to each.

(2) Person who will sign final contract documents if an award is made.

(3) Address to which final contract documents would be sent for signature.

Member Contact Information

Contact Person(4): _____

Title: _____

Mailing Address: _____

Street/PO Box

City

State & Zip

Physical Address: _____

Street

City

State & Zip

Toll Free Phone: _____

Fax: _____

Email Address: _____

(4) Person who End Users will contact for product information and to get pricing quotes.

The Signatory below, on behalf of Offeror:

- Acknowledges having thoroughly reviewed the Invitation;
- Attests to having the authority to sign this response and commit Offeror to honor all requirements;
- Makes, under penalty of perjury, all required Offeror Certifications as detailed in General Terms;
- Certifies that all information provided in this Response is true and correct.

Signature: _____

Title: _____

Printed Name: _____

Date: _____

FORM B - HISTORICALLY UNDERUTILIZED BUSINESS ENTERPRISES

Procurement No.: AM10-20

Title: Ambulances, EMS & Other Special Service Vehicles

Offeror: _____

Most, if not all, of the Members of HGACBuy are subject to various requirements relative to purchasing goods and services from Historically Underutilized Business Enterprises (HUBs)(See Note 1). These requirements are promulgated by federal and state governmental authorities, and include measurable criteria such as 'percentage of total dollars spent directed to HUBs', 'number of HUB contractors used', 'HUB subcontractors employed by primary contractors', etc. These requirements are generally formalized in goal oriented programs.

HGACBuy is committed to promoting full and equal business opportunities for HUB contractors, and to assisting Cooperative Purchasing Program (COOP) Members in meeting mandated HUB goals. In that regard, Contractor shall make a good faith effort to use the services of Certified/Listed (See Note 2) HUBs whenever possible.

As part of a good faith effort, Contractor agrees to work with and assist HGACBuy Members in meeting HUB targets and goals, as may be required by any rules, processes or programs they might have in place. Such assistance may include such things as compliance with reporting requirements, provision of documentation, consideration of 'Certified/Listed' subcontractors, provision of documented evidence that an active participatory role for a HUB entity was considered in a procurement transaction, etc.

Note 1: There are many designations other than "HUB" used across the country within various jurisdictions. Examples include terms such as Disadvantaged Business Enterprise (DBE), Minority Owned Business Enterprise (MBE), Woman Owned Business Enterprise (WBE), Small Disadvantaged Business (SDB), Small, Woman or Minority-owned Business (SWAM), etc. Regardless of the formal designation, the overall objective of the relevant programs is basically the same, i.e. to insure that disadvantaged and underutilized members of the business community receive a fair share of public spending. The term HUB as used herein shall be understood to encompass all such programs/business enterprises, no matter what terminology is used by the Member.

Note 2: The terms "Certified" and "Listed" as used in conjunction with HUB programs relate to the process of HUB qualification review. Jurisdictions usually require that companies claiming HUB status be reviewed and confirmed as meeting certain minimum requirements to claim that status, and that the review and confirmation process be carried out by certain designated entities. They are then "Certified" or "Listed" by having their name included on an official listing published by the Certifying or Listing Authority.

Accepted and Agreed By:	
Title:	Date:

HUB Status Of Offeror	
<input type="checkbox"/> Offeror is a HUB, as detailed below.	<input type="checkbox"/> Offeror is not a HUB.
Designation(s): <input type="checkbox"/> HUB <input type="checkbox"/> DBE <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> Other <input style="width: 100px;" type="text"/>	
Certifying/Listing Authority(s): <input style="width: 100%; height: 20px;" type="text"/>	
Subcontracts	
On a separate sheet, list any subcontractors that would be employed in providing products or services related to this procurement. Include subcontractor name, designation (HUB, DBE, etc.) and certifying/listing authority.	
<input type="checkbox"/> Subcontractor List attached.	<input type="checkbox"/> No Subcontractors will be used.

FORM C - RESPONSE CHECKLIST		AM10-20
<p>Title: Ambulances, EMS & Other Special Service Vehicles</p> <p>Offeror: _____</p>		
<p>This <i>FORM</i> is provided to help insure that all required Response elements have been completed and included, or certified as being available upon request. Responses that do not comply with all requirements may be considered non-compliant. Offeror's signatory must review each item below, and certify by initialing in the space to the right.</p>		
This Response Includes:	Init.	
1 A copy of the COMPLETE submission, including all required <i>FORMS</i> , in electronic format		
2 An originally signed Form A from all entities who are party to this submission and who should be offered a contract if this submission is successful.		
3 The required list of References .		
4 Details of " Service Organization ", including locations, hours, personnel and parts/service availability. (Applies to hard goods only.)		
5 Complete Warranty Documentation for all Products offered.		
6 The manufacturer's latest Specification Documents detailing standard features, operating characteristics, etc., for all products offered. Note: Bidder shall supply a spec/quote sheet for each product code bid on Form D. These sheets should detail what features are included in the price quoted on Form D.		
7 Forms A, B, C, D, E, G, H, (EXCEL FORMAT) , 1295, W-9, CIQ, HB89, CCI. A 1295, W-9, CIQ, HB89 & CCI form shall be provided from each entity that has submitted a Form A for this submission.		
8 If the Non-Resident Reciprocal Bid Act applies, a copy of your state statute and a determination of the status of Texas bidders/proposers in your home state. If not applicable, indicate "N/A"		
9 If offer includes motor vehicles to be sold in Texas, copies of all current licenses as required by the Texas Motor Vehicle Commission.		

FORM D - OFFERED ITEMS PRICING					
INSTRUCTIONS: Fill in unshaded areas. Complete one line for each product code. Add lines as needed. Shaded columns for H-GAC use only.					
Offeror Name:					
Contract	Manufacturer	Vendor	Product Code	Description	Price
A. American Emergency Vehicles					
A. Ambulance					
AM10-20	American Emergency Vehicles		AM20AA01	TYPE I, FORD F350 TRAUMAHAWK DR92	
AM10-20	American Emergency Vehicles		AM20AA02	TYPE I, FORD F350 TRAUMAHAWK 148"	
AM10-20	American Emergency Vehicles		AM20AA03	TYPE I, FORD F450 TRAUMAHAWK 172"	
AM10-20	American Emergency Vehicles		AM20AA04	TYPE I, FORD F550 TRAUMAHAWK 172"	
AM10-20	American Emergency Vehicles		AM20AA05	TYPE I, DODGE RAM 4500 TRAUMAHAWK	
AM10-20	American Emergency Vehicles		AM20AA06	TYPE I, DODGE RAM 5500 TRAUMAHAWK	
AM10-20	American Emergency Vehicles		AM20AA07	TYPE II SPRINTER FLEXVAN T-VERSE 02	
AM10-20	American Emergency Vehicles		AM20AA08	TYPE II SPRINTER T-VERSE 02	
AM10-20	American Emergency Vehicles		AM20AA09	TYPE II SPRINTER 4X4 FLEXVAN REAR HORIZONTAL 02	
AM10-20	American Emergency Vehicles		AM20AA10	TYPE II SPRINTER 4X4 REAR HORIZONTAL 02	
AM10-20	American Emergency Vehicles		AM20AA11	TYPE II SPRINTER VERTICAL 02	
AM10-20	American Emergency Vehicles		AM20AA12	TYPE II TRANSIT SILVER MED ROOF (GAS)	
AM10-20	American Emergency Vehicles		AM20AA13	TYPE II TRANSIT SILVER MED ROOF (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA14	TYPE II TRANSIT MED ROOF PLATINUM (GAS)	
AM10-20	American Emergency Vehicles		AM20AA15	TYPE II TRANSIT MED ROOF PLATINUM (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA16	TYPE II TRANSIT HIGH ROOF FLEX (GAS)	
AM10-20	American Emergency Vehicles		AM20AA17	TYPE II TRANSIT HIGH ROOF FLEX (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA18	TYPE II TRANSIT HIGH ROOF PLATINUM (GAS)	
AM10-20	American Emergency Vehicles		AM20AA19	TYPE II TRANSIT HIGH ROOF PLATINUM (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA20	TYPE II TRANSIT MED ROOF GOLD (GAS)	
AM10-20	American Emergency Vehicles		AM20AA21	TYPE II TRANSIT MED ROOF GOLD (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA22	TYPE II TRANSIT HIGH ROOF GOLD (GAS)	
AM10-20	American Emergency Vehicles		AM20AA23	TYPE II TRANSIT HIGH ROOF GOLD (DIESEL)	
AM10-20	American Emergency Vehicles		AM20AA24	TYPE III, SPRINTER DR86	
AM10-20	American Emergency Vehicles		AM20AA25	TYPE III, FORD E350 (GAS) TRAUMAHAWK DR92	
AM10-20	American Emergency Vehicles		AM20AA26	TYPE III, FORD E350 (GAS) TRAUMAHAWK 148"	
AM10-20	American Emergency Vehicles		AM20AA27	TYPE III, FORD E450 (GAS) TRAUMAHAWK 164"	
AM10-20	American Emergency Vehicles		AM20AA28	TYPE III, FORD E450 (GAS) TRAUMAHAWK Z-5 164"	
AM10-20	American Emergency Vehicles		AM20AA29	TYPE III, FORD E350 FLEETHAWK	
AM10-20	American Emergency Vehicles		AM20AA30	TYPE I, GM/CHEVROLET C4500 148"	
AM10-20	American Emergency Vehicles		AM20AA31	TYPE I, GM/CHEVROLET C4500 154"	
AM10-20	American Emergency Vehicles		AM20AA32	TYPE I, GM/CHEVROLET C4500 172"	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					

AM10-20	American Emergency Vehicles		AM20AE01	GM G3500 (GAS) TYPE III BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE02	GM G4500 (GAS) TYPE III BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE03	FORD E350 GAS TYPE III BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE04	FORD E450 GAS TYPE III BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE05	FORD F350 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE06	FORD F450 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE07	FORD F550 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE08	DODGE RAM 4500 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE09	DODGE RAM 5500 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	American Emergency Vehicles		AM20AE10	GM/CHEVROLET C4500 4X2 TYPE I BASE AMBULANCE REMOUNT	
B. Braun					
A. Ambulance					
AM10-20	Braun		AM20BA01	Express Plus Type I: Ford F-350 4x2 / 169" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA02	Express Plus Type I: Ford F-450 4x2 / 169" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA03	Express Plus Type I: Dodge Ram R-4500 4x2 / 168.5" Wheelbase / 72" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA04	Express Plus Type I: Chevy 4500HD 4x2 / 165"WB / 72"HR/150"L Full Seam	
AM10-20	Braun		AM20BA05	Express Type III: Ford E-350 4x2 / 138" Wheelbase / 68" Headroom / 144"L Full Seam Welded Module - Sliding Side Door / Gas	
AM10-20	Braun		AM20BA06	Express Type I: Ford F350 4x2 / 169" Wheelbase / 68" Headroom / 144"L Full Seam Welded Module - Sliding Side Door / Diesel / F350 No Air Ride	
AM10-20	Braun		AM20BA07	Express Type III: Chevy G-3500 4x2 / 139" Wheelbase / 68" Headroom / 144"L Full Seam Welded Module - Sliding Side Door / Gas	
AM10-20	Braun		AM20BA08	Signature Series Type I: Ford F-350 4x2 / 169" Wheelbase / 68" Headroom / 150" L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA09	Signature Series Type III: Ford E-350 4x2 / 138" Wheelbase / 68" Headroom / 150" L Full Seam Welded Module - Sliding Door / Gas	
AM10-20	Braun		AM20BA10	Signature Series Type III: Chevy G-3500 4x2 / 139" Wheelbase / 68" Headroom / 150"L Full Seam Welded Module - Sliding Side Door / Gas	
AM10-20	Braun		AM20BA11	Liberty Type I: Ford F-450 4x2 / 169" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA12	Liberty Type I: Chevy 4500HD 4x2 / 165" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA13	Liberty Type I: International CV4500 4x2 / 165" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA14	Liberty Type I: Ram 4500 4x2 / 168.5" Wheelbase / 72" Headroom / 156" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA15	Chief XL Type I: Ford F-450 4x2 / 193" Wheelbase / 72" Headroom / 169"L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA16	Chief XL Type I: Ford F-550 4x2 / 193" Wheelbase / 72" Headroom / 169"L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA17	Chief XL Type I: Chevy 5500 4x2 / 189" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA18	Chief XL Type I: International CV5500 4x2 / 189" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA19	Chief XL Type I: Ram 5500 4x2 / 192" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module-Sliding Side Door/ Diesel	
AM10-20	Braun		AM20BA20	Chief XL Type III: Ford E-450 4x2 / 158" Wheelbase / 72" Headroom / 169"L Full Seam Welded Module - Sliding Side Door / Gas	
AM10-20	Braun		AM20BA21	Chief XL Type III: Chevy G-4500 / 159" Wheelbase / 72" Headroom / 169" L Full Seam Welded Module - Sliding Side Door / Gas	
AM10-20	Braun		AM20BA22	Super Chief Type I: Ford F-650 4x2 / 182" Wheelbase / 73.5" Headroom / 170" Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA23	Super Chief Type I: International MV607 4x2 / 175" Wheelbase / 73.5" Headroom / 170" L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA24	Super Chief Type I: Freightliner M2 4x2 / 174" Wheelbase / 73.5" Headroom / 170" L Full Seam Welded Module - Sliding Side Door / Diesel	
AM10-20	Braun		AM20BA25	TLC Type I: Freightliner M2 Crew Cab 4x2 / 234" Wheelbase / 73.5" Headroom / 191" L Full Seam Welded Module-Sliding Door/Diesel	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Braun		AM20BE01	Remount on Chassis Value Package - Chief/Chief XL Ford E450 Gas Chassis Type III	

AM10-20	Braun		AM20BE02	Remount on Chassis Value Package - Chief/Chief XL Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE03	Remount on Chassis Value Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III
AM10-20	Braun		AM20BE04	Remount on Chassis Select Package - Chief/Chief XL Ford E450 Gas Chassis Type III
AM10-20	Braun		AM20BE05	Remount on Chassis Select Package - Chief/Chief XL Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE06	Remount on Chassis Select Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III
AM10-20	Braun		AM20BE07	Remount on Chassis Prestige Package - Chief/Chief XL Ford E450 Gas Chassis Type III
AM10-20	Braun		AM20BE08	Remount on Chassis Prestige Package - Chief/Chief XL Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE09	Remount on Chassis Prestige Package - Chief/Chief XL Chevy G4500 Gas Chassis Type III
AM10-20	Braun		AM20BE10	Remount on Chassis Value Package - Express Module Ford E350 Gas Chassis Type III
AM10-20	Braun		AM20BE11	Remount on Chassis Value Package - Express Module Ford F350 Diesel Chassis Type I
AM10-20	Braun		AM20BE12	Remount on Chassis Value Package - Express Module Chevy G3500 Gas Chassis Type III
AM10-20	Braun		AM20BE13	Remount on Chassis Select Package - Express Module Ford E350 Gas Chassis Type III
AM10-20	Braun		AM20BE14	Remount on Chassis Select Package - Express Module Ford F350 Diesel Chassis Type I
AM10-20	Braun		AM20BE15	Remount on Chassis Select Package - Express Module Chevy G3500 Gas Chassis Type III
AM10-20	Braun		AM20BE16	Remount on Chassis Prestige Package - Express Module Ford E350 Gas Chassis Type III
AM10-20	Braun		AM20BE17	Remount on Chassis Prestige Package - Express Module Ford F350 Diesel Chassis Type I
AM10-20	Braun		AM20BE18	Remount on Chassis Prestige Package - Express Module Chevy G3500 Gas Chassis Type III
AM10-20	Braun		AM20BE19	Remount on Chassis Value Package - Raider Module Ford E450 Gas Chassis Type III
AM10-20	Braun		AM20BE20	Remount on Chassis Value Package - Raider Module Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE21	Remount on Chassis Value Package - Raider Module Chevy G3500 Gas Chassis Type III
AM10-20	Braun		AM20BE22	Remount on Chassis Select Package - Raider Module Ford E350 Gas Chassis Type III
AM10-20	Braun		AM20BE23	Remount on Chassis Select Package - Raider Module Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE24	Remount on Chassis Select Package - Raider Module Chevy G3500 Gas Chassis Type III
AM10-20	Braun		AM20BE25	Remount on Chassis Prestige Package - Raider Module Ford E350 Gas Chassis Type III
AM10-20	Braun		AM20BE26	Remount on Chassis Prestige Package - Raider Module Ford F450 Diesel Chassis Type I
AM10-20	Braun		AM20BE27	Remount on Chassis Prestige Package - Raider Module Chevy G3500 Gas Chassis Type III

C. Braun Northwest

A. Ambulance				
AM10-20	Braun Northwest		AM20CA01	North Star - Type 1 - Ford F350 4x4 - Diesel Engine - 147"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA02	North Star - Type 1 - Ford F350 4x4 - Diesel Engine - 155"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA03	North Star - Type 1 - RAM 3500 4x4 - Diesel Engine - 147"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA04	North Star - Type 1 - GMC K3500 4x4 - Diesel Engine - 147"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA05	North Star - Type 1 - GMC 4500HD 4x4 - Diesel Engine - 167"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA06	North Star - Type 1 - Ford F450 4x4 - Diesel Engine - 147"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA07	North Star - Type 1 - Ford F450 4x4 - Diesel Engine - 167"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA08	North Star - Type 1 - RAM 4500 4x4 - Diesel Engine - 167"L x 94"W x 72" HR
AM10-20	Braun Northwest		AM20CA09	North Star - Type 1 - Medium Duty - Ford F650 4x2 - Diesel Engine - 167"L x 96"W x 72" HR
AM10-20	Braun Northwest		AM20CA10	North Star - Type 1 Medium Duty - International - Diesel Engine - 167"L x 96"W x 72" HR
AM10-20	Braun Northwest		AM20CA11	North Star - Type 1 Medium Duty - Freightliner - Diesel Engine - 167"L x 96"W x 72" HR

AM10-20	Braun Northwest		AM20CA12	North Star - Type 2 - MB Sprinter Van	
AM10-20	Braun Northwest		AM20CA13	North Star - Type 2 - Promaster Van	
AM10-20	Braun Northwest		AM20CA14	North Star - Type 2 - Ford Transit	
AM10-20	Braun Northwest		AM20CA15	North Star - Type 3 - Ford E350 - Gas Engine - 147"L x 94"W x 72" HR	
AM10-20	Braun Northwest		AM20CA16	North Star - Type 3 - GMC G3500 - Gas Engine - 147"L x 94"W x 72" HR	
AM10-20	Braun Northwest		AM20CA17	North Star - Type 3 - Ford E450 - Gas Engine - 167"L x 94"W x 72" HR	
AM10-20	Braun Northwest		AM20CA18	North Star - Type 3 - GMC G4500 - Gas Engine - 167"L x 94"W x 72" HR	
B. Light/Medium Rescue Vehicle					
AM10-20	Braun Northwest		AM20CB01	North Star - Fire Rescue - Ford F550 4x4 Crew Cab - Diesel Engine - 116"L x 94"W	
AM10-20	Braun Northwest		AM20CB02	North Star - Fire Rescue - Ford F550 4x4 Regular Cab - Diesel Engine - 116"L x 94"W	
AM10-20	Braun Northwest		AM20CB03	North Star - Fire Rescue - RAM 5500 4x4 Crew Cab - Diesel Engine - 116"L x 94"W	
AM10-20	Braun Northwest		AM20CB04	North Star - Fire Rescue - RAM 5500 4x4 Regular Cab - Diesel Engine - 116"L x 94"W	
AM10-20	Braun Northwest		AM20CB05	North Star - Fire Rescue - Ford F550 4x4 Crew Cab - Diesel Engine - 147"L x 94"W	
AM10-20	Braun Northwest		AM20CB06	North Star - Fire Rescue - Ford F550 4x4 Regular Cab - Diesel Engine - 147"L x 94"W	
AM10-20	Braun Northwest		AM20CB07	North Star - Fire Rescue - RAM 5500 4x4 Crew Cab - Diesel Engine - 147"L x 94"W	
AM10-20	Braun Northwest		AM20CB08	North Star - Fire Rescue - RAM 5500 4x4 Regular Cab - Diesel Engine - 147"L x 94"W	
AM10-20	Braun Northwest		AM20CB09	North Star - Fire Rescue - Ford F550 4x4 Regular Cab - Diesel Engine - 167"L x 94"W	
AM10-20	Braun Northwest		AM20CB10	North Star - Fire Rescue - RAM 5500 4x4 Regular Cab - Diesel Engine - 167"L x 94"W	
AM10-20	Braun Northwest		AM20CB11	North Star - Fire Rescue - Ford F550 4x4 Regular Cab - Diesel Engine - 192"L x 94"W	
AM10-20	Braun Northwest		AM20CB12	North Star - Fire Rescue - RAM 5500 4x4 Regular Cab - Diesel Engine - 192"L x 94"W	
C. Other Specialty Vehicle or Equipment					
AM10-20	Braun Northwest		AM20CC01	North Star - Prisoner Transport - Ford E350 - Gas Engine - 138"L x 94"W x 57.875"HR	
AM10-20	Braun Northwest		AM20CC02	North Star - Prisoner Transport - Ford F350 4x4 - Diesel Engine - 143"L x 94"W x 57.75"HR	
AM10-20	Braun Northwest		AM20CC03	North Star - Prisoner Transport - Ford F450 4x2 Regular Cab - Diesel Engine - 191"L x 94"W x 72.875"HR	
AM10-20	Braun Northwest		AM20CC04	North Star - Prisoner Transport - Ford F550 4x2 - Regular Cab - Diesel Engine - 197"L x 94"W x 73" HR	
AM10-20	Braun Northwest		AM20CC05	North Star - Prisoner Transport - Freightliner 4x2 - Regular Cab - Diesel Engine - 197"L x 94" W x 73"HR	
AM10-20	Braun Northwest		AM20CC06	North Star - Prisoner Transport - Ford F650 4x2 - Super Cab - Diesel Engine - 197"L x 94" W x 73"HR	
AM10-20	Braun Northwest		AM20CC07	North Star - Prisoner Transport - RAM 4500 4x2 Regular Cab - 197"L x 94"W x 72 "HR	
AM10-20	Braun Northwest		AM20CC08	North Star - EOD Command - Ford F550 4x4 - Regular Cab - Diesel Engine - 191"L x 94" W x 80" HR	
AM10-20	Braun Northwest		AM20CC09	North Star - EOD Command - International 4400 4x2 - Diesel Engine - 222"L x 100"W x 84"HR	
AM10-20	Braun Northwest		AM20CC10	North Star - SWAT Command - Ford F550 4x4 - Regular Cab - Diesel Engine - 192"L x 94" W x 78" HR	
AM10-20	Braun Northwest		AM20CC11	North Star - Hazardous Materials Command - Ford F550 4x4 - Regular Cab - Diesel Engine - 207"L x 94" W x 72" HR	
AM10-20	Braun Northwest		AM20CC12	North Star - Crime Scene Command - Ford F350 4x4 - Diesel Engine - 147"L x 94"W x 72"HR	
AM10-20	Braun Northwest		AM20CC13	North Star - Mobile Command - Ford F650 4x2 - Diesel Engine - 196"L x 94"W x 76"HR	
AM10-20	Braun Northwest		AM20CC14	North Star - Wildland Crew Body - 198"L x 98"W x 78" HR	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Braun Northwest		AM20CE01	North Star - Remount of Northstar Module	
AM10-20	Braun Northwest		AM20CE02	North Star - Remount of Northstar Module - Ford F350 4x4	
AM10-20	Braun Northwest		AM20CE03	North Star - Remount of Northstar Module - Ford F450 4x4	

AM10-20	Braun Northwest		AM20CE04	North Star - Remount of Northstar Module - Ford E350	
AM10-20	Braun Northwest		AM20CE05	North Star - Remount of Northstar Module - Ford E450	
AM10-20	Braun Northwest		AM20CE06	North Star - Remount of Northstar Module - GMC G3500	
AM10-20	Braun Northwest		AM20CE07	North Star - Remount of Northstar Module - GMC G4500	
AM10-20	Braun Northwest		AM20CE08	North Star - Remount of Northstar Module - GMC 4500HD 4x4	
AM10-20	Braun Northwest		AM20CE09	North Star - Remount of Northstar Module - RAM 3500 4x4	
AM10-20	Braun Northwest		AM20CE10	North Star - Remount of Northstar Module - RAM 4500 4x4	
AM10-20	Braun Northwest		AM20CE11	North Star - Remount of Northstar Module - International	
AM10-20	Braun Northwest		AM20CE12	North Star - Remount of Northstar Module - Freightliner	
AM10-20	Braun Northwest		AM20CE13	North Star - Remount of Northstar Module - Ford F650 4x2	
E. Demers					
A. Ambulance					
AM10-20	Demers		AM20EA01	Type I, MXP150E FORD V8 P-up F350 4x2, 150"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA02	Type I, MXP150E FORD V8 P-up F450 4x2, 150"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA03	Type I, MXP150E GM V8 P-up 4x2, 3500 150"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA04	Type I, MXP150E GM V8 P-up 4500 4x2, 150"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA05	Type I, MXP150E RAM P-up 4500 4x2, 150"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA06	Type I, MXP153E FORD V8 P-up F350 4x2, 153"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA07	Type I, MXP153E FORD V8 P-up F450 4x2, 153"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA08	Type I, MXP153E GM V8 P-up 4500 4x2, 153"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA09	Type I, MXP153E RAM P-up 4500 4x2, 153"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA10	Type I, MXP170E FORD V8 P-up F450 4x2, 170"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA11	Type I, MXP170E RAM V8 P-up 4500 4x2, 170"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA12	Type I, MXP170E RAM V8 P-up 5500 4x2, 170"L x 95"W x 72" HR Multiplex, Ecosmart, Autobost	
AM10-20	Demers		AM20EA13	Type I, MXP170E Freightliner M2 P-up 170"L x 95"W x 72"HR Multiplex, Heads up console, Autobost	
AM10-20	Demers		AM20EA14	Type II, EXE Mercedes Diesel Van Sprinter 2500 76"HR Multiplex, Heads up console, Aerodynamic roof design	
AM10-20	Demers		AM20EA15	Type II, EXE Mercedes Diesel Van AWD Sprinter 2500 76"HR Multiplex, Heads up console, Aerodynamic roof design	
AM10-20	Demers		AM20EA16	Type II, TSE Ford Transit Mid Height Roof Van Multiplex, Aerodynamic roof design	
AM10-20	Demers		AM20EA17	Type II, TSE Ford Transit AWD Mid Height Roof Van Multiplex, Aerodynamic roof design	
AM10-20	Demers		AM20EA18	Type III, MX151 FORD V8C/W E350 151"L x 88"W x 68"HR Multiplex, Heads up console, Autobost	
AM10-20	Demers		AM20EA19	Type III, MX152E Mercedes Diesel C/W Sprinter 3500, 152"L x 86"W x 72"HR	
AM10-20	Demers		AM20EA20	Type III, MX164 FORD V8C/W E350 164"L x 95"W x 72"HR Multiplex, Heads up console, Autobost	
AM10-20	Demers		AM20EA21	Type III, MX164 FORD V8 C/W E450 164"L x 95"W x 72"HR Multiplex, Heads up console, Ecosmart, Autobost	
AM10-20	Demers		AM20EA22	Type III, MX164 GM V8 C/W 4500 164"L x 95"W x 72" HR Multiplex, Heads up console, Ecosmart, Autobost	
AM10-20	Demers		AM20EA23	Type I, CCL150 Ford F350 150"L x 96"W x 68"H	
AM10-20	Demers		AM20EA24	Type I, CCL150 Ford F450 150"L x 96"W x 68"H	
AM10-20	Demers		AM20EA25	Type I, CCL150 GM 3500 150"L x 96"W x 68"H	
AM10-20	Demers		AM20EA26	Type I, CCL150 Dodge B4500 150"Lx96"Wx68"W	
AM10-20	Demers		AM20EA27	Type III, CCL150 Ford V8 C/W E350 150"L x 96"W x 68"H	

AM10-20	Demers		AM20EA28	Type III, CCL150 GM V8 C/W G3500 150"L x 96"W x 68"H
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)				
AM10-20	Demers		AM20EE01	Type III REMOUNT, MX160 Ford gas C/W E350 160"long x 95" wide x 68"HR
AM10-20	Demers		AM20EE02	Type III REMOUNT, MX160 GM gas C/W 3500 160"long x 95" wide x 68"HR
AM10-20	Demers		AM20EE03	Type III REMOUNT, MX144 Ford gas C/W E350 144"long x 89" wide x 64"HR
AM10-20	Demers		AM20EE04	Type III REMOUNT, MX144 GM gas C/W 3500 144"long x 89" wide x 64"HR
F. Excellence				
A. Ambulance				
AM10-20	Excellance		AM20FA01	GE-T1 Ford F350 4x2 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA02	GE T1 Ford F450 4x2 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA03	GE-T1 Ford F550 4x2 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA04	GE T1-L Ford F450 4x2 Type1-L Golden Eagle Diesel 172"L x 96"W X69"HR
AM10-20	Excellance		AM20FA05	GE-T1-L Ford F550 4x2 Type1-L Golden Eagle Diesel 172"L x 96"W X69"HR
AM10-20	Excellance		AM20FA06	GE-T1 Ford F350 4x4 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA07	GE T1 Ford F450 4x4 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA08	GE-T1 Ford F550 4x4 Type1 Golden Eagle Diesel 146L" x 96"W x 69"HR
AM10-20	Excellance		AM20FA09	GE T1-L Ford F450 4x4 Type1-L Golden Eagle Diesel 172"L x 96"W x 69"HR
AM10-20	Excellance		AM20FA10	GE-T1-L Ford F550 4x4 Type1-L Golden Eagle Diesel 172"L x 96"W x 69"HR
AM10-20	Excellance		AM20FA11	GE-T III Ford E350 Type III Golden Eagle Gas 146" x 96" x 69"HR
AM10-20	Excellance		AM20FA12	GE-T-III-L Ford E450 Type III L Golden Eagle Gas 166" x 96" x 69"HR
AM10-20	Excellance		AM20FA13	GE-T-III GM G3500 Type III Golden Eagle Gas 146" x 96" x 69"HR
AM10-20	Excellance		AM20FA14	GE-T-III-L GM G4500 Type III-L Golden Eagle Gas 166" x 96" x 69"HR
AM10-20	Excellance		AM20FA15	GE-T-1 RAM 4500 4x2 Golden Eagle Diesel Type1 146" x 96" x 69"HR
AM10-20	Excellance		AM20FA16	GE-T-1 RAM 5500 4x2 Golden Eagle Diesel Type1 146" x 96" x 69"HR
AM10-20	Excellance		AM20FA17	GE-T-1 RAM 4500 4x4 Golden Eagle Diesel Type1 146" x 96" x 69"HR
AM10-20	Excellance		AM20FA18	GE-T-1-L RAM 4500 4x2 Golden Eagle Diesel Type1L 172" x 96" x 69"HR
AM10-20	Excellance		AM20FA19	GE-T-L-1 RAM 5500 4x2 Golden Eagle Diesel Type1L 172" x 96" x 69"HR
AM10-20	Excellance		AM20FA20	GE-T-L-1 RAM 4500 4x4 Golden Eagle Diesel Type1L 172" x 96" x 69"HR
AM10-20	Excellance		AM20FA21	GE-T-1-L RAM 5500 4x4 Golden Eagle Diesel Type1L 172" x 96" x 69"HR
AM10-20	Excellance		AM20FA22	GE-EHD International 4300 EHD Golden Eagle 166"L x 96"L x 72" HR
AM10-20	Excellance		AM20FA23	GE-EHD Freightliner M2 EHD Golden Eagle 166"L x 96"L x 72" HR
AM10-20	Excellance		AM20FA24	GE-EHD Ford F650 4x2 EHD Golden Eagle Diesel 172" x 96" x 72" HR
AM10-20	Excellance		AM20FA25	GE-TI Chevrolet C-3500 HD 4x2 Golden Eagle Diesel 146" x 96" x 69"
AM10-20	Excellance		AM20FA26	GE-TI Chevrolet C-3500 HD 4x4 Golden Eagle Diesel 146" x 96" x 69"
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)				
AM10-20	Excellance		AM20FE01	Base Remount Only Type1 Excellance
AM10-20	Excellance		AM20FE02	Base Remount TypeIII Excellance
AM10-20	Excellance		AM20FE03	Base Remount TypeIII-L Excellance
AM10-20	Excellance		AM20FE04	Base Remount Only EHD Excellance

AM10-20	Excellance		AM20FE05	Base Remount Ford F350 4x2 Type1 Diesel	
AM10-20	Excellance		AM20FE06	Base Remount Ford F450 4x2 Type1 Diesel	
AM10-20	Excellance		AM20FE07	Base Remount Ford F550 4x2 Type1 Diesel	
AM10-20	Excellance		AM20FE08	Base Remount Ford F350 4x4 Type1-L Diesel	
AM10-20	Excellance		AM20FE09	Base Remount Ford F450 4x2 Type1-L Diesel	
AM10-20	Excellance		AM20FE10	Base Remount Ford F550 4x2 Type1-L Diesel	
AM10-20	Excellance		AM20FE11	Base Remount Ford F450 4x4 Type1 Diesel	
AM10-20	Excellance		AM20FE12	Base Remount Ford F550 4x4 Type1 Diesel	
AM10-20	Excellance		AM20FE13	Base Remount Ford F450 4x4 Type1-L Diesel	
AM10-20	Excellance		AM20FE14	Base Remount Ford F550 4x4 Type1-L Diesel	
AM10-20	Excellance		AM20FE15	Base Remount Ford E350 Type III Gas	
AM10-20	Excellance		AM20FE16	Base Remount Ford E450 Type III Gas	
AM10-20	Excellance		AM20FE17	Base Remount GM G3500 Type III Gas	
AM10-20	Excellance		AM20FE18	Base Remount GM G4500 Type III Gas	
AM10-20	Excellance		AM20FE19	Base Remount RAM 4500 4x2 Diesel Type1	
AM10-20	Excellance		AM20FE20	Base Remount RAM 5500 4x2 Diesel Type1	
AM10-20	Excellance		AM20FE21	Base Remount RAM 4500 4x4 Diesel Type1	
AM10-20	Excellance		AM20FE22	Base Remount RAM 4500 4x4 Diesel Type1	
AM10-20	Excellance		AM20FE23	Base Remount RAM 4500 4x2 Diesel Type1L	
AM10-20	Excellance		AM20FE24	Base Remount RAM 5500 4x2 Diesel Type1L	
AM10-20	Excellance		AM20FE25	Base Remount RAM 4500 4x4 Diesel Type1L	
AM10-20	Excellance		AM20FE26	Base Remount RAM 5500 4x4 Diesel Type1L	
AM10-20	Excellance		AM20FE27	Base Remount International 4300 EHD	
AM10-20	Excellance		AM20FE28	Base Remount Freightliner M2 EHD	
G. FastLane Emergency Vehicles					
B. Light/Medium Rescue Vehicle					
AM10-20	FastLane Emergency Vehicles		AM20GB01	XMR-108-F450 Light Rescue, Ford F450, 9ft walk around body, 7-compartments w/ LED light package.	
AM10-20	FastLane Emergency Vehicles		AM20GB02	XMR-108-F550 Light Rescue, Ford F550, 9ft walk around body, 7-compartments w/ LED light package.	
AM10-20	FastLane Emergency Vehicles		AM20GB03	XMR-132-F550 Light Rescue, Ford F550, 11ft walk around body, 7-compartments w/ LED light package.	
AM10-20	FastLane Emergency Vehicles		AM20GB04	XMR-108-R450 Light Rescue, Dodge Ram 4500, 9ft walk around body, 7-compartments w/ LED light package.	
AM10-20	FastLane Emergency Vehicles		AM20GB05	XMR-108-R550 Light Rescue, Dodge Ram 5500, 9ft walk around body, 7-compartments w/ LED light package.	
AM10-20	FastLane Emergency Vehicles		AM20GB06	XMR-132-R550 Light Rescue, Dodge Ram 5500, 11ft walk around body, 7-compartments w/ LED light package.	
C. Other Specialty Vehicle or Equipment					
AM10-20	FastLane Emergency Vehicles		AM20GC01	FL-SUV-C-EEL Ford Expedition EL, Command Unit, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	FastLane Emergency Vehicles		AM20GC02	FL-SUV-C-EXP Ford Expedition, Command Unit, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	FastLane Emergency Vehicles		AM20GC03	FL-SUV-C-TAH Chevrolet Tahoe, Command Unit, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	FastLane Emergency Vehicles		AM20GC04	FL-SUV-C-SUB Chevrolet Suburban, Command Unit, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	FastLane Emergency Vehicles		AM20GC05	FL-SUV-E-EXE Ford Expedition EL, EMS Response Unit, Console, Rear Storage Cabinet, LED Lighting Package	
AM10-20	FastLane Emergency Vehicles		AM20GC06	FL-SUV-E-EXP Ford Expedition, EMS Response Unit, Console, Rear Storage Cabinet, LED Lighting Package	

AM10-20	FastLane Emergency Vehicles		AM20GC07	FL-SUV-E-TAH Chevrolet Tahoe, EMS Response Unit, Console, Rear Storage Cabinet, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC08	FL-SUV-E-SUB Chevrolet Suburban, EMS Response Unit, Console, Rear Storage Cabinet, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC09	FL-FPU-C Ford F350, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC10	FL-RPU-C Dodge Ram 3500, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC11	FL-CPU-C Chevrolet 3500, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC12	FL-FPU-R Ford F350, Response Unit, Console, Rear Cap Topper, Rear Slide Out Storage Unit, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC13	FL-RPU-R Dodge Ram 3500, Response Unit, Console, Rear Cap Topper, Rear Slide Out Storage Unit, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC14	FL-CPU-R Chevrolet 3500, Response Unit, Console, Rear Cap Topper, Rear Slide Out Storage Unit, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC15	FL-VAN-S-CSU Crime Scene Van, Sprinter 2500, Rear Finished Work Area with Cabinetry, Rear HVAC, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC16	FL-VAN-R-CSU Crime Scene Van, Ram ProMaster, Rear Finished Work Area with Cabinetry, Rear HVAC, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC17	FL-VAN-S-SUR Surveillance Van, Sprinter 2500, Rear Finished Work Area with Cabinetry, Rear HVAC, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC18	FL-VAN-R-SUR Surveillance Van, Ram ProMaster, Rear Finished Work Area with Cabinetry, Rear HVAC, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC19	FL-MARC-F350 Ford F350, Mobile Aluminum Remountable Command vehicle with LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC20	FL-MARC-C350 Chevrolet 3500, Mobile Aluminum Remountable Command Vehicle with LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC21	FL-MARC-R350 Ram 3500, Mobile Aluminum Remountable Command Vehicle with LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC22	FL-SIB-F350 Ford F350, Slide In Fiberglass Body Responder Unit, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC23	FL-SIB-C350 Chevrolet 3500, Slide In Fiberglass Body Responder Unit, LED Lighting Package
AM10-20	FastLane Emergency Vehicles		AM20GC24	FL-SIB-R350 Ram 3500, Slide In Fiberglass Body Responder Unit, LED Lighting Package

H. Frazer

C. Other Specialty Vehicle or Equipment

AM10-20	Frazer		AM20HC01	Urban Command Vehicle 9' on Chevy C2500 Gas 4x2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC02	Urban Command Vehicle 9' on Chevy C2500 Diesel 4x2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC03	Urban Command Vehicle 9' on Ford F-350 Diesel 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC04	Urban Command Vehicle 9' on Ford F-350 Diesel 4x2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC05	Urban Command Vehicle 9' on Ford F-350 Diesel 4x2 Super Cab w/ DRW
AM10-20	Frazer		AM20HC06	Urban Command Vehicle 9' on Ford F-350 Diesel 4x2 Super Cab w/ SRW
AM10-20	Frazer		AM20HC07	Urban Command Vehicle 9' on Ford F-350 Gas 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC08	Urban Command Vehicle 9' on Ford F-350 Gas 4x2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC09	Urban Command Vehicle 9' on Ford F-350 Gas 4x2 Super Cab w/ DRW
AM10-20	Frazer		AM20HC10	Urban Command Vehicle 9' on Ford F-350 Gas 4x2 Super Cab w/ SRW
AM10-20	Frazer		AM20HC11	Urban Command Vehicle 9' on Ford F-450 Diesel 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC12	Urban Command Vehicle 9' on Ford F-450 Diesel 4x2 Super Cab w/ DRW
AM10-20	Frazer		AM20HC13	Urban Command Vehicle 9' on RAM 3500 Gas 4X2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC14	Urban Command Vehicle 9' on RAM 3500 Diesel 4X2 Crew Cab w/ SRW
AM10-20	Frazer		AM20HC15	Urban Command Vehicle 9' on RAM 3500 Diesel 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC16	Urban Command Vehicle 9' on RAM 3500 Gas 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC17	Urban Command Vehicle 9' on RAM 4500 Diesel 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC18	Urban Command Vehicle 9' on RAM 4500 Gas 4x2 Crew Cab w/ DRW
AM10-20	Frazer		AM20HC19	Urban Command Vehicle 10' on Ford F-350 Diesel 4x2 Crew Cab w/ DRW

AM10-20	Frazer		AM20HC20	Urban Command Vehicle 10' on Ford F-350 Diesel 4x2 Super Cab w/ DRW	
AM10-20	Frazer		AM20HC21	Urban Command Vehicle 10' on Ford F-350 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC22	Urban Command Vehicle 10' on Ford F-350 Gas 4x2 Super Cab w/ DRW	
AM10-20	Frazer		AM20HC23	Urban Command Vehicle 10' on Ford F-450 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC24	Urban Command Vehicle 10' on Ford F-450 Diesel 4x2 Super Cab w/ DRW	
AM10-20	Frazer		AM20HC25	Urban Command Vehicle 10' on RAM 3500 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC26	Urban Command Vehicle 10' on RAM 3500 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC27	Urban Command Vehicle 10' on RAM 4500 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC28	Urban Command Vehicle 10' on RAM 4500 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HC29	Urban Command Vehicle 9' on Customer Provided Chassis	
AM10-20	Frazer		AM20HC30	Urban Command Vehicle 10' on Customer Provided Chassis	
AM10-20	Frazer		AM20HC31	Mobile Health or Command Vehicle 18' on International MV Diesel 4x2 Crew Cab	
AM10-20	Frazer		AM20HC32	Mobile Health or Command Vehicle 18' on Freightliner M2 Diesel 4x2 Crew Cab	
AM10-20	Frazer		AM20HC33	Mobile Stroke Unit 14' on International MV Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HC34	Mobile Stroke Unit 14' on Freightliner M2 Diesel 4x2 Crew Cab	
D. EMS Vehicle Conversion					
AM10-20	Frazer		AM20HD01	Type I 12' on Chevy C3500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD02	Type I 12' on Chevy C3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD03	Type I 14' on Chevy C4500 Diesel 4X2 Reg Cab	
AM10-20	Frazer		AM20HD04	Type I 12' on Ford F-350 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD05	Type I 12' on Ford F-350 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD06	Type I 12' on Ford F-450 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD07	Type I 12' on Ford F-450 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD08	Type I 12' on RAM 3500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD09	Type I 12' on RAM 3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD10	Type I 12' on RAM 4500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD11	Type I 12' on RAM 4500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD12	Type I 14' on Ford F-450 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD13	Type I 14' on Ford F-450 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD14	Type I 14' on Ford F-550 Diesel 4X2 Reg Cab	
AM10-20	Frazer		AM20HD15	Type I 14' on RAM 4500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD16	Type I 14' on RAM 4500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD17	Type I 14' on RAM 5500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD18	Type I 14' on RAM 5500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD19	Type I 14' on International MV Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD20	Type I 14' on Freightliner M2 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HD21	Type III 12' on Chevy G3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD22	Type III 12' on Ford E-350 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD23	Type III 14' on Chevy G4500 Gas 4x2 Reg Cab	

AM10-20	Frazer		AM20HD24	Type III 14' on Ford E-450 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HD25	Type I 12' on Customer Provided Chassis	
AM10-20	Frazer		AM20HD26	Type I 14' on Customer Provided Chassis	
AM10-20	Frazer		AM20HD27	Type III 12' on Customer Provided Chassis	
AM10-20	Frazer		AM20HD28	Type III 14' on Customer Provided Chassis	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Frazer		AM20HE01	Remount of 12' Module on Chevy C3500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE02	Remount of 12' Module on Chevy C3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE03	Remount of 14' Module on Chevy C4500 Diesel 4X2 Reg Cab	
AM10-20	Frazer		AM20HE04	Remount of 12' Module on Ford F-350 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE05	Remount of 12' on Ford F-350 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE06	Remount of 12' Module on Ford F-450 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE07	Remount of 12' on Ford F-450 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE08	Remount of 12' Module on RAM 3500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE09	Remount of 12' Module on RAM 3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE10	Remount of 12' Module on RAM 4500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE11	Remount of 12' Module on RAM 4500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE12	Remount of 14' Module on Ford F-450 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE13	Remount of 14' on Ford F-450 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE14	Remount of 14' Module on Ford F-550 Diesel 4X2 Reg Cab	
AM10-20	Frazer		AM20HE15	Remount of 14' Module on RAM 4500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE16	Remount of 14' Module on RAM 4500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE17	Remount of 14' Module on RAM 5500 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE18	Remount of 14' on RAM 5500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE19	Remount of 14' Module on International MV Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE20	Remount of 14' Module on Freightliner M2 Diesel 4x2 Reg Cab	
AM10-20	Frazer		AM20HE21	Remount of 12' Module on Chevy G3500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE22	Remount of 12' Module on Ford E-350 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE23	Remount of 14' Module on Chevy G4500 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE24	Remount of 14' Module on Ford E-450 Gas 4x2 Reg Cab	
AM10-20	Frazer		AM20HE25	Remount of Urban Command Vehicle on Chevy C2500 Diesel 4x2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE26	Remount of Urban Command Vehicle on Chevy C2500 Gas 4x2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE27	Remount of Urban Command Vehicle on Ford F-350 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE28	Remount of Urban Command Vehicle on Ford F-350 Diesel 4x2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE29	Remount of Urban Command Vehicle on Ford F-350 Diesel 4x2 Super Cab w/ DRW	
AM10-20	Frazer		AM20HE30	Remount of Urban Command Vehicle on Ford F-350 Diesel 4x2 Super Cab w/ SRW	
AM10-20	Frazer		AM20HE31	Remount of Urban Command Vehicle on Ford F-350 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE32	Remount of Urban Command Vehicle on Ford F-350 Gas 4x2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE33	Remount of Urban Command Vehicle on Ford F-350 Gas 4x2 Super Cab w/ DRW	

AM10-20	Frazer		AM20HE34	Remount of Urban Command Vehicle on Ford F-350 Gas 4x2 Super Cab w/ SRW	
AM10-20	Frazer		AM20HE35	Remount of Urban Command Vehicle on Ford F-450 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE36	Remount of Urban Command Vehicle on Ford F-450 Diesel 4x2 Super Cab w/ DRW	
AM10-20	Frazer		AM20HE37	Remount of Urban Command Vehicle on RAM 3500 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE38	Remount of Urban Command Vehicle on RAM 3500 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE39	Remount of Urban Command Vehicle on RAM 4500 Diesel 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE40	Remount of Urban Command Vehicle on RAM 4500 Gas 4x2 Crew Cab w/ DRW	
AM10-20	Frazer		AM20HE41	Remount of Urban Command Vehicle on RAM 3500 Gas 4X2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE42	Remount of Urban Command Vehicle on RAM 3500 Diesel 4X2 Crew Cab w/ SRW	
AM10-20	Frazer		AM20HE43	Remount of 12' Module on Customer Provided Chassis	
AM10-20	Frazer		AM20HE44	Remount of 14' Module on Customer Provided Chassis	
AM10-20	Frazer		AM20HE45	Remount of Urban Command Vehicle on Customer Provided Chassis	

I. Frontline Communications

C. Other Specialty Vehicle or Equipment

AM10-20	Frontline Communications		AM20IC01	C-17 Chevrolet Suburban-4x4	
AM10-20	Frontline Communications		AM20IC02	C-20 Ford Transit Rapid Response van	
AM10-20	Frontline Communications		AM20IC03	C-20 Ford Transit Rapid Response van 4x4	
AM10-20	Frontline Communications		AM20IC04	CRU-22-3 Transit 350 High Roof van - 9,500 GVWR	
AM10-20	Frontline Communications		AM20IC05	C-23 Sprinter Mobile Command/Communications van	
AM10-20	Frontline Communications		AM20IC06	C-24 Hostage Negotiations Vehicle Mercedes Sprinter 3500HC diesel van - 11030 GVWR	
AM10-20	Frontline Communications		AM20IC07	F-450 EOD, 4 Door, 4x4, 22' Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC08	F-550 2 Door Rescue, 10' Modular aluminum body	
AM10-20	Frontline Communications		AM20IC09	F-550 4 Door Rescue, 10' Modular aluminum body	
AM10-20	Frontline Communications		AM20IC10	F-550 2 Door Rescue, 12' Modular aluminum body	
AM10-20	Frontline Communications		AM20IC11	F-550 4 Door Rescue 12' Modular aluminum body	
AM10-20	Frontline Communications		AM20IC12	F-600 4 Door Rescue 12' Modular aluminum body	
AM10-20	Frontline Communications		AM20IC13	C-25 F-650 - 26,000 GVWR - 25 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC14	C-30 Freightliner M2-106 - 33,000 GVWR - 30 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC15	C-35 Rehab, Freightliner M2-106 - 33,000 GVWR - 35 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC16	C-33 SWAT, Ford F-750 - 26,000 GVWR, 33 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC17	C-35 Freightliner M2-106 - 33,000 GVWR - 35 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC18	C-35 CO2, Freightliner M2-106 - 33,000 GVWR - 35 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC19	C-35 Marine Rescue Freightliner M2-106 - 33,000 GVWR - 35 feet approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC20	C-40 Incident Support Freightliner M2-106 - 35,600 GVWR - 40 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC21	C-40 Freightliner M2-106 - 54,000 GVWR - 40 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC22	C-40 Rehab Freightliner M2-106 - 54,000 GVWR - 40 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC23	C-40 SWAT Freightliner M2-106 - 54,000 GVWR - 40 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC24	C-40 Arrow XT Command/Communications, 40 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC25	C-40 Velocity Command/Communications, 40 feet 9 inches approximate length - Modular aluminum body.	

AM10-20	Frontline Communications		AM20IC26	C-44 Freightliner M2-106 - 54,000 GVWR - 44 feet 9 inches approximate length - Modular aluminum body.	
AM10-20	Frontline Communications		AM20IC27	C-28SV Freightliner MT-55 - 25,500 GVWR, diesel chassis, 28 feet approximate length - Stepvan body.	
AM10-20	Frontline Communications		AM20IC28	C-36SV Freightliner MT-55 - 26,000 GVWR, diesel chassis, 36 feet approximate length - Stepvan body.	
AM10-20	Frontline Communications		AM20IC29	C-40SV Freightliner MT-55 - 30,000 GVWR, diesel chassis, 40 feet approximate length - Stepvan body.	
AM10-20	Frontline Communications		AM20IC30	C-20T Custom Trailer - 20 foot aluminum body,	
AM10-20	Frontline Communications		AM20IC31	C-28T Custom Trailer - 28 foot aluminum body,	
AM10-20	Frontline Communications		AM20IC32	C-35T Custom Trailer - 35 foot aluminum body,	
AM10-20	Frontline Communications		AM20IC33	C-42T Custom Trailer - 42 foot, Modular aluminum body	
AM10-20	Frontline Communications		AM20IC34	C-53T Custom Trailer, 53 body, Modular aluminum body	
AM10-20	Frontline Communications		AM20IC35	Command Refurb/Technology Refresh	
J. General Truck Body					
C. Other Specialty Vehicle or Equipment					
AM10-20	General Truck Body		AM20JC01	Rapid Response on Ford F150 Interceptor	
AM10-20	General Truck Body		AM20JC02	Rapid Response Unit on Ford F250	
AM10-20	General Truck Body		AM20JC03	Rapid Response Unit on Ram 2500	
AM10-20	General Truck Body		AM20JC04	Rapid Response Unit on Ford F350	
AM10-20	General Truck Body		AM20JC05	Rapid Response Unit on Ram 3500	
AM10-20	General Truck Body		AM20JC06	MERC Mobile Command Center on Ford F750	
AM10-20	General Truck Body		AM20JC07	MERC Crime Scene Unit on Ford E450	
AM10-20	General Truck Body		AM20JC08	HWR HD Ford F750 4x4 High Water rescue	
AM10-20	General Truck Body		AM20JC09	EVS COMMAND/RESCUE EXPEDITION SSV	
AM10-20	General Truck Body		AM20JC10	EVS COMMAND/RESCUE EXPLORER INTERCEPTOR AWD	
AM10-20	General Truck Body		AM20JC11	Rapid Response Truck on a Ford Transit Connect Chassis	
AM10-20	General Truck Body		AM20JC12	Rapid responst Unit on a Ford Transit	
AM10-20	General Truck Body		AM20JC13	Prisioner Transport on a Ford Transit Passenger Van	
AM10-20	General Truck Body		AM20JC14	Response Command Vehicle Ram 2500	
AM10-20	General Truck Body		AM20JC15	Response Command Vehicle on Ram 3500	
AM10-20	General Truck Body		AM20JC16	Rapid Response Vehicle 10FT, D5500,	
AM10-20	General Truck Body		AM20JC17	Mobile Command Vehicle 14FT, D-5500,	
AM10-20	General Truck Body		AM20JC18	Mobile Surveillance Unit 14FT, D-5500	
AM10-20	General Truck Body		AM20JC19	BATVAN, DUI Mobile Breath Analyzer Van, cells, Promaster LWB	
AM10-20	General Truck Body		AM20JC20	CSIU - Crime Scene Investigative Unit - . Promaster City	
AM10-20	General Truck Body		AM20JC21	CSIU - Crime Scene Investigative Unit - . D-3500	
AM10-20	General Truck Body		AM20JC22	Response Command Vehicle F250	
AM10-20	General Truck Body		AM20JC23	Response Command Vehicle on F350	
AM10-20	General Truck Body		AM20JC24	Rapid Response Vehicle 14FT, Ford E-450,	
AM10-20	General Truck Body		AM20JC25	Mobile Command Vehicle 16FT, Ford F-550,	
AM10-20	General Truck Body		AM20JC26	Mobile Command Vehicle 20ft, Ford F-650,	
AM10-20	General Truck Body		AM20JC27	Mobile Command Communications Vehicle 26FT, Ford F-750	

AM10-20	General Truck Body		AM20JC28	BATVAN, DUI Mobile Breath , Ford Transit LWB	
AM10-20	General Truck Body		AM20JC29	Rapid Response unit - . Ford Transit Connect	
AM10-20	General Truck Body		AM20JC30	Rapid Response on an F150 SSV	
AM10-20	General Truck Body		AM20JC31	CSIU - Crime Scene Investigative Unit - crime scene investigation equipment. Ford F350	
K. Horton					
A. Ambulance					
AM10-20	Horton		AM20KA01	TYPE I, FORD F350, MODEL 453	
AM10-20	Horton		AM20KA02	TYPE I, FORD F450, MODEL 453	
AM10-20	Horton		AM20KA03	TYPE I, DODGE RAM 4500, MODEL 453	
AM10-20	Horton		AM20KA04	TYPE I, FORD F450, MODEL 457	
AM10-20	Horton		AM20KA05	TYPE I, DODGE RAM 4500 457	
AM10-20	Horton		AM20KA06	TYPE I, FORD F450, MODEL 603	
AM10-20	Horton		AM20KA07	TYPE I, FORD F550, MODEL 603	
AM10-20	Horton		AM20KA08	TYPE I, DODGE RAM 4500 MODEL 603	
AM10-20	Horton		AM20KA09	TYPE I, DODGE RAM 5500 MODEL 603	
AM10-20	Horton		AM20KA10	TYPE I, FORD F450, MODEL 623	
AM10-20	Horton		AM20KA11	TYPE I, FORD F550, MODEL 623	
AM10-20	Horton		AM20KA12	TYPE I, DODGE RAM 4500 MODEL 623	
AM10-20	Horton		AM20KA13	TYPE I, DODGE RAM 5500 MODEL 623	
AM10-20	Horton		AM20KA14	TYPE I, NAVISTAR 4300 MODEL 623	
AM10-20	Horton		AM20KA15	TYPE I, FREIGHTLINER M2 MODEL 623	
AM10-20	Horton		AM20KA16	TYPE III, FORD E350 (GAS), MODEL 453	
AM10-20	Horton		AM20KA17	TYPE III, GM G3500 (GAS), MODEL 453	
AM10-20	Horton		AM20KA18	TYPE III, FORD E450 (GAS), MODEL 533	
AM10-20	Horton		AM20KA19	TYPE III, FORD E450 (GAS), MODEL 553	
AM10-20	Horton		AM20KA20	TYPE III, GM G4500 (GAS), MODEL 553	
AM10-20	Horton		AM20KA21	TYPE I, GM/CHEVROLET C4500 MODEL 453	
AM10-20	Horton		AM20KA22	TYPE I, GM/CHEVROLET C4500 MODEL 457	
AM10-20	Horton		AM20KA23	TYPE I, GM/CHEVROLET C4500 MODEL 603	
AM10-20	Horton		AM20KA24	TYPE I, GM/CHEVROLET C4500 MODEL 623	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Horton		AM20KE01	GM G3500 (GAS) TYPE III BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE02	GM G4500 (GAS)TYPE III BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE03	FORD E350 (GAS) TYPE III BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE04	FORD E450 (GAS) TYPE III BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE05	FORD F350 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE06	FORD F450 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE07	FORD F550 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE08	DODGE RAM 4500 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	

AM10-20	Horton		AM20KE09	DODGE RAM 5500 4X2 DIESEL TYPE I BASE AMBULANCE REMOUNT	
AM10-20	Horton		AM20KE10	GM/CHEVROLET C4500 4X2 TYPE I BASE AMBULANCE REMOUNT	
L. Lake Assault Boats					
AM10-20	Lake Assault Boats		AM20LC01	LAB 21' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC02	LAB 22' RHIB	
AM10-20	Lake Assault Boats		AM20LC03	LAB 24' V-hull	
AM10-20	Lake Assault Boats		AM20LC04	LAB 24' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC05	LAB 26' V-hull	
AM10-20	Lake Assault Boats		AM20LC06	LAB 26' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC07	LAB 28' V-hull	
AM10-20	Lake Assault Boats		AM20LC08	LAB 28' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC09	LAB 30' Catamaran	
AM10-20	Lake Assault Boats		AM20LC10	LAB 32' V-hull	
AM10-20	Lake Assault Boats		AM20LC11	LAB 32' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC12	LAB 36' V-hull	
AM10-20	Lake Assault Boats		AM20LC13	LAB 36' Landing Craft	
AM10-20	Lake Assault Boats		AM20LC14	LAB 36' Catamaran	
M. LDV					
C. Other Specialty Vehicle or Equipment					
AM10-20	LDV		AM20MC01	SS23EEQ-CC, 23' Equipment/EOD/SWAT/DIVE/MCC Vehicle on a 14,500lb GVWR cutaway van gas chassis with a 13' load space.	
AM10-20	LDV		AM20MC02	SS23RDV-CC, 23' Rapid Deployment Vehicle on a 14,500lb GVWR cutaway van gas chassis with a 13' load space.	
AM10-20	LDV		AM20MC03	SS28EEQ-SV, 28' Equipment/EOD/SWAT/DIVE/MCC Vehicle on a Freightliner MT-55 26,000-lb. GVWR diesel chassis with spring rear suspension hydraulic brakes and a 20' load space stepvan	
AM10-20	LDV		AM20MC04	SS34FC-V, 34' Mobile Command Center on a Freightliner MT-55 26,000-lb GVWR diesel chassis with Air Ride Suspension Hydraulic Brakes and a 24' load space stepvan	
AM10-20	LDV		AM20MC05	SS36FC-SV, 36' Mobile Command Center on a Freightliner MT-55 26,000-lb GVWR diesel chassis with Air Ride Suspension Hydraulic Brakes and a 24' load space stepvan	
AM10-20	LDV		AM20MC06	SS40FC1S-CC, 40' Mobile Command Center with 1 slideout on a 33,000-lb. GVWR diesel cab-chassis with air ride suspension air brakes and a 30' load space stepvan	
AM10-20	LDV		AM20MC07	SS40FC1S-SV, 40' Mobile Command Center with 1 slideout on a Freightliner MT-55 30,000-lb GVWR diesel chassis with air ride suspension hydraulic brakes and a 24' load space stepvan	
AM10-20	LDV		AM20MC08	SS40FC-SV, 40' Mobile Command Center on a Freightliner MT-55 30,000-lb GVWR diesel chassis with air ride suspension air brakes and a 30' load space stepvan	
AM10-20	LDV		AM20MC09	SS40RC1S-SV, 40' Mobile Command Center with 1 slideout on a Freightliner MT-55 30,000-lb GVWR diesel chassis with air ride suspension hydraulic brakes and a 24' load space stepvan	
AM10-20	LDV		AM20MC10	C28MED18, 28' 1 Room Mobile Clinic on a 4x2 19,500-lb. GVWR gas chassis with spring suspension hydraulic brakes and a 20' load space stepvan	
AM10-20	LDV		AM20MC11	C34MED24, 34' 1 Room Mobile Clinic on a 25,999-lb. GVWR gas chassis with spring suspension hydraulic brakes and a 24' load space stepvan	
AM10-20	LDV		AM20MC12	S32MED22, 32' 2 Room Mobile Clinic on a 22,000-lb GVWR gas chassis with spring suspension hydraulic brakes and a 22' load space stepvan.	
AM10-20	LDV		AM20MC13	MCC302990, 28' Mobile Command Center on a 11,440-lb. GVWR tandem axle trailer	
AM10-20	LDV		AM20MC14	T35MCC32, 35' Mobile Command Center with 1 slideout on a 19,800-lb GVWR triple axle trailer.	
AM10-20	LDV		AM20MC15	MCC302200 40' Mobile Command Center on a 54,000 lb GVWR diesel cab-chassis with a 29.5' all aluminum body and two slide outs.	
AM10-20	LDV		AM20MC16	SS24RC-CC 24' Mobile Command Center on a 14,500 lb GVWR gas cutaway van with 14' load space body.	

AM10-20	LDV		AM20MC17	C22EEQ-33732 22' Equipment Vehicle on a 19,500 lb GVWR diesel crew cab chassis with 12' custom storage body.
AM10-20	LDV		AM20MC18	M45EWC38121712 45' Mobile Command Vehicle on a Class A motorhome shell with 52,000 lb diesel chassis and four slide outs.
N. Life Line				
A. Ambulance				
AM10-20	Life Line		AM20NA01	Type I Superliner 167" Body Ford F450
AM10-20	Life Line		AM20NA02	Type I Superliner 171" Body Ford F450
AM10-20	Life Line		AM20NA03	Type I Superliner 167" Body Ford F550
AM10-20	Life Line		AM20NA04	Type I Superliner 171" Body Ford F550
AM10-20	Life Line		AM20NA05	Type I Superliner 167" Body RAM 4500
AM10-20	Life Line		AM20NA06	Type I Superliner 171" Body RAM 4500
AM10-20	Life Line		AM20NA07	Type I Superliner 167" Body RAM 5500
AM10-20	Life Line		AM20NA08	Type I superliner 171" Body RAM 5500
AM10-20	Life Line		AM20NA09	Type I Highliner 171" Freightliner M2
AM10-20	Life Line		AM20NA10	Type I Highliner 171" International 4300 /MV series
AM10-20	Life Line		AM20NA11	Type I Highliner 171" International 4400 /MV series
AM10-20	Life Line		AM20NA12	Type I Highliner 171" International CV
AM10-20	Life Line		AM20NA13	Type I Highliner 171" Body Chevy HD 4500
AM10-20	Life Line		AM20NA14	Type I Highliner 171" Body Chevy HD 5500
AM10-20	Life Line		AM20NA15	Type I Paraliner 147" Body Ford F350
AM10-20	Life Line		AM20NA16	Type I Paraliner 147" Body Ford F450
AM10-20	Life Line		AM20NA17	Type III Paraliner 147" Body Ford E350
AM10-20	Life Line		AM20NA18	Type III Paraliner 147" Body Chevy G3500
AM10-20	Life Line		AM20NA19	TYPE III Victoryliner 167" Body Ford E450
AM10-20	Life Line		AM20NA20	Type III Victoryliner 167" Body Chevy G4500
AM10-20	Life Line		AM20NA21	Type I Victoryliner 167" Body Ford F450
AM10-20	Life Line		AM20NA22	Type I Victoryliner 167" Body Ford F550
AM10-20	Life Line		AM20NA23	Type I Victoryliner 167" Body RAM 4500
AM10-20	Life Line		AM20NA24	Type I Victoryliner 167" Body RAM 5500
AM10-20	Life Line		AM20NA25	Type III Superliner 167" Body Ford E450
AM10-20	Life Line		AM20NA26	Type III Superliner 171" Body Ford E450
AM10-20	Life Line		AM20NA27	Type III Superliner 167" Body Chevy G4500
AM10-20	Life Line		AM20NA28	Type III Superliner 171" Body Chevy G4500
AM10-20	Life Line		AM20NA29	Type II Ford Transit T350 148" WB
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)				
AM10-20	Life Line		AM20NE01	Remount Only, Type I Life Line Body
AM10-20	Life Line		AM20NE02	Remount Only, Type III Life Line Body
AM10-20	Life Line		AM20NE03	Remount Only, Medium duty Life Line Body
AM10-20	Life Line		AM20NE04	Remount type 1 Life Line body Ford F-350
AM10-20	Life Line		AM20NE05	Remount type I Life Line body Ford F-450

AM10-20	Life Line		AM20NE06	Remount type I Life Line body Ford F-550	
AM10-20	Life Line		AM20NE07	Remount type III Life Line body Ford E-350	
AM10-20	Life Line		AM20NE08	Remount type III Life Line body Ford E-450	
AM10-20	Life Line		AM20NE09	Remount type I Life Line body Chevy HD 4500	
AM10-20	Life Line		AM20NE10	Remount type I Life Line body Chevy HD 5500	
AM10-20	Life Line		AM20NE11	Remount type III Life Line body Chevy G-3500	
AM10-20	Life Line		AM20NE12	Remount type III Life Line body Chevy G-4500	
AM10-20	Life Line		AM20NE13	Remount type I Life Line body RAM 4500	
AM10-20	Life Line		AM20NE14	Remount type I Life Line body RAM 5500	
AM10-20	Life Line		AM20NE15	Remount type I Life Line body International 4300/MV	
AM10-20	Life Line		AM20NE16	Remount type I Life Line body International CV	
AM10-20	Life Line		AM20NE17	Remount type I Life Line body Freightliner -M2	
O. Marque					
A. Ambulance					
AM10-20	Marque		AM20OA01	Type I 148 Commando F350	
AM10-20	Marque		AM20OA02	Type I 148 Commando F450	
AM10-20	Marque		AM20OA03	Type I 148 Commando Chevy 3500	
AM10-20	Marque		AM20OA04	Type I 148 Commando Ram 4500	
AM10-20	Marque		AM20OA05	Type I 170 Commando F450	
AM10-20	Marque		AM20OA06	Type I 170 Commando Ram 4500	
AM10-20	Marque		AM20OA07	Type I 170-MD Commando International 4300	
AM10-20	Marque		AM20OA08	Type I 170-MD Commando International TerraStar	
AM10-20	Marque		AM20OA09	Type I 170-MD Brigadier International 4300	
AM10-20	Marque		AM20OA10	Type I 170-MD Brigadier International TerraStar	
AM10-20	Marque		AM20OA11	Type II Squad II E350 - V8 Gas	
AM10-20	Marque		AM20OA12	Type II Squad II Transit - Diesel	
AM10-20	Marque		AM20OA13	Type II Squad II Transit - Gas	
AM10-20	Marque		AM20OA14	Type II Squad II G3500 - Diesel	
AM10-20	Marque		AM20OA15	Type II Squad II G3500 - V8 Gas	
AM10-20	Marque		AM20OA16	Type II Sprinter- Diesel	
AM10-20	Marque		AM20OA17	Type III 148 Commando E350	
AM10-20	Marque		AM20OA18	Type III 148 Commando G3500	
AM10-20	Marque		AM20OA19	Type III 164 Commando E450	
AM10-20	Marque		AM20OA20	Type III 164 Commando G4500	
AM10-20	Marque		AM20OA21	Type III 170 Brigader E450	
AM10-20	Marque		AM20OA22	Type III 170 Brigader G4500	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Marque		AM20OE01	Remount only - Type I	
AM10-20	Marque		AM20OE02	Remount only - Type III	

AM10-20	Marque		AM20OE03	Remount only - Medium Duty	
AM10-20	Marque		AM20OE04	Remount on chassis- Type I Ford F-350	
AM10-20	Marque		AM20OE05	Remount on chassis - Type I Ford F-450	
AM10-20	Marque		AM20OE06	Remount on chassis - Type I Chevrolet C3500	
AM10-20	Marque		AM20OE07	Remount on chassis - Type I Ram 3500	
AM10-20	Marque		AM20OE08	Remount on chassis - Type I Ram 4500	
AM10-20	Marque		AM20OE09	Remount on chassis - Type I International 4300	
AM10-20	Marque		AM20OE10	Remount on chassis - Type I Terra Star	
AM10-20	Marque		AM20OE11	Remount on chassis - Type III Ford E-350	
AM10-20	Marque		AM20OE12	Remount on chassis - Type III Ford E-450	
AM10-20	Marque		AM20OE13	Remount on chassis - Type III Chevrolet G3500	
AM10-20	Marque		AM20OE14	Remount on chassis - Type III Chevrolet G4500	
P. Matthews Specialty Vehicles, Inc.					
C. Other Specialty Vehicle or Equipment					
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC01	MSV-CC-500, Sprinter Mobile Command	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC02	MSV-CC-1000-16, Ford E-450 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC03	MSV-CC-3000-102-22, Freightliner M2 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC04	MSV-CC-3000-102-24, Freightliner M2 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC05	MSV-CC-3000-102-26, Freightliner M2 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC06	MSV-CC-3000-102-28, Freightliner M2 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC07	MSV-CC-3000-102-30, Freightliner M2 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC08	MSV-CC-MH-4000-102-33, Gasoline Non-CDL Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC09	MSV-CC-MH-4000-102-38, Gasoline Non-CDL Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC10	MSV-CC-4000-102-37, Thomas Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC11	MSV-CC-4000-102-40, Thomas Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC12	MSV-CC-4000-102-40-2S, Thomas Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC13	MSV-CC-4000-102-40-4S, Thomas Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC14	MSV-CC-5000-102-40, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC15	MSV-CC-5000-102-40-2S, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC16	MSV-CC-5000-102-40-4S, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC17	MSV-CC-5000-102-45, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC18	MSV-CC-5000-102-45-2S, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC19	MSV-CC-5000-102-45-4S, Freightliner XC Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC20	MSV-CC-6000-32, Mobile Command Trailer	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC21	MSV-CC-6000-53, Mobile Command Trailer	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC22	MSV-CC-2000-20, Freightliner MT-45 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC23	MSV-CC-2000-24, Freightliner MT-55 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC24	MSV-CC-2000-30, Freightliner MT-55 Mobile Command Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC25	MSV-EOD-500, Sprinter EOD/Bomb Unit	

AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC26	MSV-EOD-1000-16, Ford F550 EOD/Bomb Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC27	MSV-EOD-3000-23, Freightliner M2 EOD/Bomb Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC28	MSV-EOD-3000-26, Freightliner M2 EOD/Bomb Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC29	MSV-SWAT-500, Sprinter SWAT Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC30	MSV-SWAT-2000-22, Freightliner MT-45 SWAT	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC31	MSV-SWAT-2000-26, Freightliner MT-55 SWAT	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC32	MSV-HNT-3000-24, Freightliner M2 Hostage Negotations Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC33	MSV-BAT-2000-22, Freightliner MT-45 DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC34	MSV-BAT-2000-26, Freightliner MT-55 DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC35	MSV-BAT-3000-24, Freightliner M2 DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC36	MSV-BAT-4000-102-40, Thomas DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC37	MSV-BAT-5000-102-40, Freightliner XC DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC38	MSV-BAT-5000-102-45, Freightliner XC DUI Processing Vehicle	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC39	MSV-MASSEVAC-4000-102, Thomas Mobile Mass Evacuation Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC40	MSV-H-1000-96-16-1E, Ford E450 Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC41	MSV-H-3000-102-24-1E, Freightliner M2 Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC42	MSV-H-3000-102-30-1E, Freightliner M2 Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC43	MSV-H-4000-102-35-1E, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC44	MSV-H-4000-102-37-2E, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC45	MSV-H-4000-102-40-2E, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC46	MSV-H-4000-102-40-2E-1S, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC47	MSV-H-4000-102-40-3E, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC48	MSV-H-4000-96-40-2E, Thomas Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC49	MSV-H-4000MH-33-1E, Winnebago Gasoline Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC50	MSV-H-4000MH-33-1E, Winnebago Diesel Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC51	MSV-H-4000MH-33-2E, Winnebago Gasoline Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC52	MSV-H-4000MH-33-2E, Winnebago Diesel Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC53	MSV-H-4000MH-38-2E, Winnebago Gasoline Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC54	MSV-H-4000MH-38-2E, Winnebago Diesel Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC55	MSV-H-5000-102-40-2E, Freightliner XCR Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC56	MSV-H-5000-102-45-2E, Freightliner XCR Mobile Medical Unit	
AM10-20	Matthews Specialty Vehicles, Inc.		AM20PC57	MSV-MASSEVAC-4000-102, Thomas Mobile Mass Evacuation Unit	
Q. McCoy Miller					
A. Ambulance					
AM10-20	McCoy Miller		AM20QA01	Type I Medic 142 Ford F-350 XL (4x2) 169" WB - Diesel	
AM10-20	McCoy Miller		AM20QA02	Type I Medic 142 Ram 3500 (4x2) 167.5" WB - Diesel	
AM10-20	McCoy Miller		AM20QA03	Type I Medic 142 Chevy C3500 Silverado (4X2) 171" WB - Diesel	
AM10-20	McCoy Miller		AM20QA04	Type I Medic 146 Ford F-350XL (4x2) 169" WB - Diesel	
AM10-20	McCoy Miller		AM20QA05	Type I Medic 146 Ram 4500 (4x2) 167.5" WB - Diesel	

AM10-20	McCoy Miller		AM20QA06	Type I Medic 163 Ford F-450XL (4x2) 193" WB - Diesel	
AM10-20	McCoy Miller		AM20QA07	Type I Medic 163 Ram 4500 (4x2) 192.5" WB - Diesel	
AM10-20	McCoy Miller		AM20QA08	Type I Medic 170 Ford F-450XL (4x2) 193" WB - Diesel	
AM10-20	McCoy Miller		AM20QA09	Type I Medic 170 Ram 4500 192.5" (4x2) WB - Diesel	
AM10-20	McCoy Miller		AM20QA10	Type I Medic 170 Ford F550 (4x2) 193" WB Diesel	
AM10-20	McCoy Miller		AM20QA11	Type I ResqMedic MD 170 Chevrolet C4500 (4x2) Diesel	
AM10-20	McCoy Miller		AM20QA12	Type I ResqMedic MD 170 Freightliner M2 (4x2) Diesel	
AM10-20	McCoy Miller		AM20QA13	Type I ResqMedic MD 170 International MV (4x2) Diesel	
AM10-20	McCoy Miller		AM20QA14	Type II Guardian Ford T-250 Transit Mid Roof, 148" WB - 9,000 GVWR - Gas	
AM10-20	McCoy Miller		AM20QA15	Type II Guardian Ford T-350 Transit High Roof, 148" WB - 9,500 GVWR - Gas	
AM10-20	McCoy Miller		AM20QA16	Type II Guardian MB Sprinter 2500 High Roof, 144" WB 9,050 GVWR - Diesel	
AM10-20	McCoy Miller		AM20QA17	Type III Medic 142 Ford E-350 138" WB - Gas	
AM10-20	McCoy Miller		AM20QA18	Type III Medic 142 Chevrolet G3500 139" WB - Gas	
AM10-20	McCoy Miller		AM20QA19	Type III Medic 146 Ford E-350 138" WB - Gas	
AM10-20	McCoy Miller		AM20QA20	Type III Medic 146 Chevrolet G3500 139" WB - Gas	
AM10-20	McCoy Miller		AM20QA21	Type III Medic 163 Ford E-450 158" WB - Gas	
AM10-20	McCoy Miller		AM20QA22	Type III Medic - 163SE Chevy G4500 159"WB - Gas	
AM10-20	McCoy Miller		AM20QA23	Type III Medic 170 Ford E-450 158" WB - Gas	
AM10-20	McCoy Miller		AM20QA24	Type III Medic 170 Chevy G4500 159"WB - Gas	

R. Medix

A. Ambulance

AM10-20	Medix		AM20RA01	Type II Ford Transit SRH-148 WD	
AM10-20	Medix		AM20RA02	Type II Ford Transit SRH-148 AL	
AM10-20	Medix		AM20RA03	Type II Ford Transit SRH-148 SS	
AM10-20	Medix		AM20RA04	Type II SILVERHAWK G-3500 EXPRESS	
AM10-20	Medix		AM20RA05	Type III Metro Express BL90 Ford E-350 DRW	
AM10-20	Medix		AM20RA06	Type III RP90 ES Metro Express Ford E-350 DRW	
AM10-20	Medix		AM20RA07	Type III RP90 ES Metro Express Chevy G-3500 DRW	
AM10-20	Medix		AM20RA08	Type III RP90 MR Metro Express Ford E-350 DRW	
AM10-20	Medix		AM20RA09	Type III RP90 MR Metro Express Chevy G-3500 DRW	
AM10-20	Medix		AM20RA10	Type III Metro Express 153 Ford E350 DRW	
AM10-20	Medix		AM20RA11	Type III Metro Express 153 Chevy G-3500 DRW	
AM10-20	Medix		AM20RA12	Type III 166 Metro Express Ford E-450 DRW	
AM10-20	Medix		AM20RA13	Type III 166 Metro Express Chevy G-4500 DRW	
AM10-20	Medix		AM20RA14	Type III MSVII170 Ford E-450 DRW	
AM10-20	Medix		AM20RA15	Type III MSVII170 Chevy G-4500 DRW	
AM10-20	Medix		AM20RA16	Type I Metro Express RP90ES Ford F350- Gas Engine	
AM10-20	Medix		AM20RA17	Type I Metro Express RP90ES Chevrolet C-3500HD 4x2 Silverado Gas Engine	
AM10-20	Medix		AM20RA18	Type I Metro Express 153 LTD Ford F350 4x2 Gas Engine	

AM10-20	Medix		AM20RA19	Type I Metro Express 153 LTD Chevrolet C-3500HD 4x2 Silverado Gas Engine	
AM10-20	Medix		AM20RA20	Type I Metro Express 153 LTD RAM 3500 4x2 Diesel	
AM10-20	Medix		AM20RA21	Type I MSV II 157 LTD Ford F450 4x2 Gas Engine	
AM10-20	Medix		AM20RA22	Type I MSV II 157 LTD RAM 4500 4x2 Diesel	
AM10-20	Medix		AM20RA23	Type I MSV II 170 Ford F450 4x2 Gas Engine	
AM10-20	Medix		AM20RA24	Type I MSV II 170 RAM 4500 4x2 Diesel	
AM10-20	Medix		AM20RA25	Type I Metro Express GPM 153 Ford F350 4x2 Gas Engine	
AM10-20	Medix		AM20RA26	Type I Metro Express GPM 153 Chevrolet C-3500 HD 4x2 Gas Engine	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	Medix		AM18RE01	Remount on chassis - Ford F350 Type I	
AM10-20	Medix		AM18RE02	Remount on chassis - Ford F450 Type I	
AM10-20	Medix		AM18RE03	Remount on chassis - Ford E350 Type III	
AM10-20	Medix		AM18RE04	Remount on chassis - Ford E450 Type III	
AM10-20	Medix		AM18RE05	Remount on chassis - Chevrolet C3500 Type I	
AM10-20	Medix		AM18RE06	Remount on chassis - Chevrolet G3500 Type III	
AM10-20	Medix		AM18RE07	Remount on chassis - Chevrolet G4500 Type III	
AM10-20	Medix		AM18RE08	Remount on chassis - RAM 3500 Type I	
AM10-20	Medix		AM18RE09	Remount on chassis - RAM 4500 Type I	
AM10-20	Medix		AM18RE10	Remount on chassis - Medium Duty Intenational Type I	
AM10-20	Medix		AM18RE11	Remount on chassis - Medium Duty Freightliner Type I	
S. First Priority					
B. Light/Medium Rescue Vehicle					
AM10-20	First Priority		AM20SB01	Emergency Response Unit, Ford F550, 108" walk-around steel body, 7 compartments, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB02	Emergency Response Unit, Ford F550, 144" walk-around steel body, 9 compartment, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB03	Emergency Response Unit, Ford F550, 108" walk-in steel body, 7 compartments, console, emergency lighting.	
AM10-20	First Priority		AM20SB04	Emergency Response Unit, Ford F550, 144" walk-in steel body, 9 compartments, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB05	Emergency Response Unit, Ford F550, 108" walk around aluminum body, 7 compartments, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB06	Emergency Response Unit, Ford F550, 144" walk around aluminum body, 9 compartments, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB07	ALS Response Vehicle, Ford F350, 80" walk around aluminum body, 16 compartments, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB08	Emergency Response Unit, Freighliner M106 with 240" Aluminum body, painted, console, emergency lighting.	
AM10-20	First Priority		AM20SB09	Commercial utility body, Ford F-550 11ft walk-in body, steel, painted, 9 compartments, console, emergency lighting.	
AM10-20	First Priority		AM20SB10	Multi patient transport unit	
AM10-20	First Priority		AM20SB11	Wildland off-road 4x4 F-550 vehicle	
AM10-20	First Priority		AM20SB12	High water 6x6 rescue vehicle reman milspec	
C. Other Specialty Vehicle or Equipment					
AM10-20	First Priority		AM20SC01	SUV, command vehicle, 4x4, rear command storage cabinet, console, emergency lighting	
AM10-20	First Priority		AM20SC02	SUV, police patrol marked, console, emergency lighting, graphics pkg, push bar	
AM10-20	First Priority		AM20SC03	SUV, police patrol un-marked, console, emergency lighting, push bar	
AM10-20	First Priority		AM20SC04	SUV, medical, 4x4, rear medical temperature controlled storage, console, emergency lighting	

AM10-20	First Priority		AM20SC05	SUV, K9 transport SUV, 4x4, Equipment storage and k9 kennel system, emergency lighting.
AM10-20	First Priority		AM20SC06	Pickup, responder, Ford F250, crew cab, 8' bed, commercial cap, rear pull out equipment and command unit
AM10-20	First Priority		AM20SC07	Pickup, medical, Ford F350, crew cab, 6' bed, temp controlled fiberglass cap insert, emergency lighting.
AM10-20	First Priority		AM20SC08	Van, mobile command, Sprinter 3500 ext, insulated, cabinets, desks, 120 volt power
AM10-20	First Priority		AM20SC09	Van, mobile K9 transport van, Sprinter 3500 ext, multi passenger seating, work area, K9 transport kennels, 120 VAC power, emergency lighting.
AM10-20	First Priority		AM20SC10	Van, responder, Transit T350, HR, insulated, cabinets & storage , 120 volt power, emergency lighting
AM10-20	First Priority		AM20SC11	Van, prisoner transport, Transit, LR 148"WB, insulated, prisoner transport system
AM10-20	First Priority		AM20SC12	Van, mobile office, Sprinter 3500 ext, insulated, interior, cabinets, desks, 120 volt power
AM10-20	First Priority		AM20SC13	Van, crime scene evidence collection, Sprinter 3500 ext, insulated interior, storage cabinets, work counters, 120 VAC power, emergency lighting.
AM10-20	First Priority		AM20SC14	Van, raid & deployment, Sprinter 3500 ext, insulated interior, bench seating, covert appearance, emergency lighting.
AM10-20	First Priority		AM20SC15	Van, contractor storage, Sprinter 3500 ext, aluminum tradesman package, partition.
AM10-20	First Priority		AM20SC16	Stepvan, mobile command center, 20ft, Ford F59, 19,500 GVWR, aluminum interior cabinetry, emergency lighting
AM10-20	First Priority		AM20SC17	Box Truck, Command Center, F-550 w/ FRP dry freight body, 16ft, aluminum interior cabinets, work stations, 120v power.
AM10-20	First Priority		AM20SC18	Trailer, mobile command center, 28ft.
AM10-20	First Priority		AM20SC19	Trailer, mobile command center, 53ft. Tractor drawn.
D. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)				
AM10-20	First Priority		AM20SD01	Type III Ford E350 chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD02	Type III Ford E450 chassis Customers ambulance module
AM10-20	First Priority		AM20SD03	Type III Chev G3500 chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD04	Type III Chev G4500 chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD05	Type I Ford F350 4x2 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD06	Type I Ford F350 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD07	Type I Ford F450 4x2 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD08	Type I Ford F450 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD09	Type I Ford F550 4x2 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD10	Type I Ford F550 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD11	Type I Chevy K3500 4x2 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD12	Type I Chevy K3500 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD13	Type I Chevy K3500 4x2 Gas chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD14	Type I Chevy K3500 4x4 Gas chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD15	Type I Chevy K4500 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD16	Type I Chevy K4500 4x4 Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD17	Type I Chevy K4500 4x4 Gas chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD18	Type I Chevy K4500 4x4 Gas chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD19	Multi patient transport unit
AM10-20	First Priority		AM20SD20	Type I RAM B4500 4x4 chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD21	Type I Med Duty International Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD22	Type I Med Duty Freightliner Diesel chassis plus Customers ambulance module
AM10-20	First Priority		AM20SD23	Type I Med Duty F650 Diesel chassis plus Customers ambulance module

T. Osage				
A. Ambulance				
AM10-20	Osage		AM20TA01	Type I Warrior Ford F-350 4x2
AM10-20	Osage		AM20TA02	Type I Warrior Ford F-350 4x4
AM10-20	Osage		AM20TA03	Type I Warrior Ford F-450 (2x2)
AM10-20	Osage		AM20TA04	Type I Warrior Ford F-450 (4x4)
AM10-20	Osage		AM20TA05	International Super Warrior
AM10-20	Osage		AM20TA06	Freightliner Super Warrior
AM10-20	Osage		AM20TA07	Ford Travois Type II Transit Ecoboost Gasoline
AM10-20	Osage		AM20TA08	Ford Travois Type II Transit Diesel
AM10-20	Osage		AM20TA09	Sprinter Travois Type II
AM10-20	Osage		AM20TA10	Ford Warrior Type III E-350
AM10-20	Osage		AM20TA11	Ford Super Warrior Type III E-450
AM10-20	Osage		AM20TA12	Type I Super Warrior Ford F450 4x2
AM10-20	Osage		AM20TA13	Type I Super Warrior Ford F450 4x4
AM10-20	Osage		AM20TA14	Type I Super Warrior Ford F-550 4x2
AM10-20	Osage		AM20TA15	Type I Super Warrior Ford F-550 4x4
AM10-20	Osage		AM20TA16	Type I Warrior RAM 3500 2x2
AM10-20	Osage		AM20TA17	Type I Warrior Ram 3500 4x4
AM10-20	Osage		AM20TA18	Type I Warrior RAM 4500 4x2'
AM10-20	Osage		AM20TA19	Type I Warrior Ram 4500 4x4
AM10-20	Osage		AM20TA20	Type I Super Warrior RAM 4500 4x2
AM10-20	Osage		AM20TA21	Type I Super Warrior RAM 4500 4x4
AM10-20	Osage		AM20TA22	Type I Super Warrior Ram 5500 4x2
AM10-20	Osage		AM20TA23	Type I Super Warrior Ram 5500 4x4
AM10-20	Osage		AM20TA24	Type III Warrior Chevrolet G3500'
AM10-20	Osage		AM20TA25	Type III Super Warrior Chevrolet G4500'
AM10-20	Osage		AM20TA26	Chevrolet 4500/5500 Medium Duty
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)				
AM10-20	Osage		AM20TE01	Remount only - Type I
AM10-20	Osage		AM20TE02	Remount only - Type III
AM10-20	Osage		AM20TE03	Remount only - Medium Duty
AM10-20	Osage		AM20TE04	Remount on chassis- Type I Ford F-350
AM10-20	Osage		AM20TE05	Remount on chassis - Type I Ford F-450
AM10-20	Osage		AM20TE06	Remount on chassis Type I Ford F-550
AM10-20	Osage		AM20TE07	Remount on chassis - Type I Chevrolet C/K 3500
AM10-20	Osage		AM20TE08	Remount on chassis - Type I Ram 3500
AM10-20	Osage		AM20TE09	Remount on chassis - Type I Ram 4500
AM10-20	Osage		AM20TE10	Remount on chassis Type I Ram 5500

AM10-20	Osage		AM20TE11	Remount on chassis - Type I International 4300	
AM10-20	Osage		AM20TE12	Remount on chassis - Type III Ford E-350	
AM10-20	Osage		AM20TE13	Remount on chassis - Type III Ford E-450	
AM10-20	Osage		AM20TE14	Remount on chassis - Type III GMC G3500	
AM10-20	Osage		AM20TE15	Remount on chassis - Type III GMC G4500	
U. Oshkosh					
C. Other Specialty Vehicle or Equipment					
AM10-20	Oshkosh		AM20UC01	Oshkosh Defense Tactical Protector Vehicle (TPV) - high mobility protected tactical vehicle. NIJ level 4.	
V. Pierce					
B. Light/Medium Rescue Vehicle					
AM10-20	Pierce		AM20VB01	Pierce F-550 2 Door Rescue, 10' Body n/walk-in with roll-up	
AM10-20	Pierce		AM20VB02	Pierce F-550 2 Door Rescue, 12' Body n/walk-in with roll-up	
AM10-20	Pierce		AM20VB03	Pierce F-550 4 Door Rescue 12' Body n/walk-in with roll-up	
AM10-20	Pierce		AM20VB04	Pierce F-550 2 Door, 13' Encore Rescue n/walk-in body, roll-up	
C. Other Specialty Vehicle or Equipment					
AM10-20	Pierce		AM20VC01	Pierce Saber FR Command/Communications, 400 hp motor, 30 feet approximate length - Modular aluminum body - 20kW diesel generator.	
AM10-20	Pierce		AM20VC02	Pierce Arrow XT Command/Communications, 450 hp motor, 30 feet approximate length - Modular aluminum body - 20kW diesel generator.	
AM10-20	Pierce		AM20VC03	Pierce Arrow XT Command/Communications, 450 hp motor, 40 feet 9 inches approximate length - Modular aluminum body - 20kW diesel	
AM10-20	Pierce		AM20VC04	Pierce Velocity Command/Communications, 450 hp motor, 40 feet 9 inches approximate length - Modular aluminum body - 20kW diesel	
W. P L Custom Emergency Vehicles					
A. Ambulance					
AM10-20	P L Custom Emergency Vehicles		AM20WA01	Type III Medallion 170, Ford E450 (GAS Engine), Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA02	Type III Medallion 170, Chev G4500, Body Length 170" (GAS)	
AM10-20	P L Custom Emergency Vehicles		AM20WA03	Type III Medallion 80 Chev G3500, Body Length 147" (GAS)	
AM10-20	P L Custom Emergency Vehicles		AM20WA04	Type III Medallion 80 Ford E350 (GAS Engine), Body Length 147"	
AM10-20	P L Custom Emergency Vehicles		AM20WA05	Type I Ford F350 4x2 169" WB, Body Length 147"	
AM10-20	P L Custom Emergency Vehicles		AM20WA06	Type I Ford F350 4x4 169" WB, Body Length 147"	
AM10-20	P L Custom Emergency Vehicles		AM20WA07	Type I Ford F450 4x2 169" WB, Body Length 156	
AM10-20	P L Custom Emergency Vehicles		AM20WA08	Type I Ford F450 4x4 , 169" WB, Body Length 156	
AM10-20	P L Custom Emergency Vehicles		AM20WA09	Type I Ford F450 4x2 193" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA10	Type I Ford F450 4x4 193" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA11	Type I Ford F550 4x2 169" WB, Body Length 156"	
AM10-20	P L Custom Emergency Vehicles		AM20WA12	Type I Ford F550 4x4 , 169" WB, Body Length 156	
AM10-20	P L Custom Emergency Vehicles		AM20WA13	Type I Ford F550 4x2 193" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA14	Type I Ford F550 4x4 193" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA15	Type I RAM 4500 4x4 , 168.5" WB, Body Length 156	
AM10-20	P L Custom Emergency Vehicles		AM20WA16	Type I RAM 4500 4x4 , 192" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA17	Type I RAM 5500 4x4 168.5" WB, Body Length 156"	
AM10-20	P L Custom Emergency Vehicles		AM20WA18	Type I RAM 5500 4x4 192" WB, Body Length 170"	

AM10-20	P L Custom Emergency Vehicles		AM20WA19	Medium Duty Titan International 4300, MV607,169" Wb, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA20	Medium Duty Titan Freightliner M2, 168" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA21	Medium Duty Titan Freightliner M2, 174" WB, Body Length 176"	
AM10-20	P L Custom Emergency Vehicles		AM20WA22	Medium Duty Titan International 4300, MV607 175" WB, Body Length 176"	
AM10-20	P L Custom Emergency Vehicles		AM20WA23	Type I RAM 4500 4x2 , 168.5" WB, Body Length 156	
AM10-20	P L Custom Emergency Vehicles		AM20WA24	Type I RAM 4500 4x2 , 192" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA25	Type I RAM 5500 4x2 168.5" WB, Body Length 156"	
AM10-20	P L Custom Emergency Vehicles		AM20WA26	Type I RAM 5500 4x2 192" WB, Body Length 170"	
AM10-20	P L Custom Emergency Vehicles		AM20WA27	Medium Duty Titan Chevrolet Silverado 5500, 189" WB, 108" CA, Body Length 176"	
AM10-20	P L Custom Emergency Vehicles		AM20WA28	Medium Duty Titan International CV, 189" WB, 108" CA, Body Length 176"	
B. Light/Medium Rescue Vehicle					
AM10-20	P L Custom Emergency Vehicles		AM20WB01	Non Walk In with Upper storage, 16' 3" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB02	Non Walk In with Upper storage, 18' 9" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB03	Non Walk In with Upper storage, 20' Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB04	Non Walk In with Upper storage, 22' 4" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB05	Walk In 18' 9" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB06	Walk In 20" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB07	Walk-Around with Upper Storage 14'-6" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB08	Walk-Around with Upper Storage 16'-3" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB09	Walk-Around with Upper Storage 18'-9" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB10	Walk-Around with Upper Storage 20' Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB11	Walk-Around with Upper Storage 22'-4" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB12	Walk-Around with Upper Storage 25' Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB13	Walk-Around with Upper Storage 25' Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB14	Walk-Around 12'-6" Rescue, Ford Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB15	Walk-Around USAR 22'-4" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB16	Walk-In 16'-3" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB17	Walk-In 22'-4" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB18	Walk-In 25' Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB19	Walk-In 18'-9" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB20	Walk-In 20' Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB21	Walk-In 22'-4" Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB22	Walk-In 25' Rescue, Custom Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB23	Command Unit 22' 7" Commercial 4400 Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB24	Bomb Unit 20' 9" 2 Door Commercial 4400 Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB25	Walk-Around 14'6" Rescue, Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB26	Crew Carrier 16'3", 4 Door Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WB27	ESU Unit 10' 6" 2 Door Ford F550 Chassis	
C. Other Specialty Vehicle or Equipment					

AM10-20	P L Custom Emergency Vehicles		AM20WC01	ALS Responder Conversion only; lighting, console, rear cabinet	
AM10-20	P L Custom Emergency Vehicles		AM20WC02	BLS Responder Conversion only: lighting, console, rear cabinet	
AM10-20	P L Custom Emergency Vehicles		AM20WC03	Fire Command Conversion only; lighting, console, rear cabinet	
AM10-20	P L Custom Emergency Vehicles		AM20WC04	ALS Responder Conversion incl Ford Expedition 4x4 ; lighting, console, rear cabinet	
AM10-20	P L Custom Emergency Vehicles		AM20WC05	BLS Responder Conversion incl Ford Expedition 4x4; lighting, console, rear cabinet	
AM10-20	P L Custom Emergency Vehicles		AM20WC06	Fire Command Conversion incl Ford Expedition 4x4; lighting, console, rear cabinet	
E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)					
AM10-20	P L Custom Emergency Vehicles		AM20WE01	Remount only - Type I	
AM10-20	P L Custom Emergency Vehicles		AM20WE02	Remount only - Type III	
AM10-20	P L Custom Emergency Vehicles		AM20WE03	Remount only - Medium Duty	
AM10-20	P L Custom Emergency Vehicles		AM20WE04	Type III Remount to Ford E-Series Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE05	Type III Remount to Chev G-Series Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE06	Type I Remount to Ford F-Series Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE07	Type I Remount to Ram Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE08	Medium Duty Remount to International Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE09	Medium Duty Remount to Freightliner Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE10	Medium Duty Remount to Chevrolet Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE11	Heavy Duty Remount to Commercial Chassis	
AM10-20	P L Custom Emergency Vehicles		AM20WE12	Heavy Duty Remount to Custom Chassis	
X. Road Rescue					
A. Ambulance					
AM10-20	Road Rescue		AM20XA01	Duramedic III, 150"X 92", Chevrolet CG33503	
AM10-20	Road Rescue		AM20XA02	Duramedic I, 150" X 92", PT, Ford F450 (4 x 2), w/Air Ride	
AM10-20	Road Rescue		AM20XA03	Duramedic I, 150" X 92", PT, RAM 4500 (4 x 2), w/Air Ride	
AM10-20	Road Rescue		AM20XA04	Promedic III, 150" X 96", Chevrolet CG33503	
AM10-20	Road Rescue		AM20XA05	Promedic I, 150" X 96", PT, Ford F450 (4 x 2), w/Air Ride	
AM10-20	Road Rescue		AM20XA06	Promedic I, 150" X 96", PT, RAM 4500 (4 x 2), w/Air Ride	
AM10-20	Road Rescue		AM20XA07	Ultramedic III, 168" X 96", Ford E450 (V-8, Gas) Cutaway	
AM10-20	Road Rescue		AM20XA08	Ultramedic III, 170" X 96", Chevrolet G4500 (Gas) Cutaway	
AM10-20	Road Rescue		AM20XA09	Ultramedic I, 168" X 96", PT, Ford F450 (4 x 2), w/Air Ride	
AM10-20	Road Rescue		AM20XA10	Ultramedic I, 168" X 96", PT, RAM 4500 (4 x 2), w/Air Ride	
ADD	Road Rescue		AM20XA11	Ultramedic I, 168" x 96", PT, Chevrolet 5500HD (4x2) w/air ride	
AM10-20	Road Rescue		AM20XA12	Ultramedic MD, 168" x 96", PT, International MV, w/Air Ride	
AM10-20	Road Rescue		AM20XA13	Ultramedic MD, 168" x 96", PT, International CV, w/Air Ride,	
AM10-20	Road Rescue		AM20XA14	Ultramedic MD, 168" x 96", Freightliner M2, w/Air Ride,	
AM10-20	Road Rescue		AM20XA15	MetroMedic I, 146" X 90", PT, Ford F350 (4 X 2)	
AM10-20	Road Rescue		AM20XA16	MetroMedic I, 146" X 90", PT, Cheverlot C3500 (4 X 2)	
AM10-20	Road Rescue		AM20XA17	MetroMedic I, 146" X 90", PT, RAM 3500 (4 X 2)	
AM10-20	Road Rescue		AM20XA18	MetroMedic I, 153" X 95", PT, Ford F350 (4 X 2)	

AM10-20	Road Rescue		AM20XA19	MetroMedic I, 153" X 95", PT, Ford F450 (4 X 2) w/Air Ride	
AM10-20	Road Rescue		AM20XA20	MetroMedic I, 153" X 95", PT, RAM 4500 (4 X 2) w/Air Ride	
AM10-20	Road Rescue		AM20XA21	MetroMedic I, 160" x 95", PT, Chevrolet 5500HD 4x2 w/air ride	
AM10-20	Road Rescue		AM20XA22	MetroMedic VII, 146 x 90", Ford E350	
AM10-20	Road Rescue		AM20XA23	MetroMedic VII, 146 x 90", Chevrolet CG33503	
AM10-20	Road Rescue		AM20XA24	MetroMedic III, 153" X 95", Ford E350	
AM10-20	Road Rescue		AM20XA25	MetroMedic III, 153" X 95", Chevrolet CG33503	
AM10-20	Road Rescue		AM20XA26	MetroMedic III, 165" X 95", Ford E450	
AM10-20	Road Rescue		AM20XA27	MetroMedic III, 165" X 95", Chevrolet G4500 Cutaway	
AM10-20	Road Rescue		AM20XA28	MetroMedic III, 160" X 95", Chevrolet G4500 Cutaway	
AM10-20	Road Rescue		AM20XA29	MetroMedic MD, 160" x 95" International w/air ride	
AM10-20	Road Rescue		AM20XA30	MetroMedic MD, 160" X 95", Freightliner M2 W/Air Ride	

E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)

AM10-20	Road Rescue		AM20XE01	Remount only - Type I	
AM10-20	Road Rescue		AM20XE02	Remount only - Type III	
AM10-20	Road Rescue		AM20XE03	Remount only - Medium Duty	
AM10-20	Road Rescue		AM20XE04	Remount on chassis- Ford F-350 Type I	
AM10-20	Road Rescue		AM20XE05	Remount on chassis - Ford F-450 Type I	
AM10-20	Road Rescue		AM20XE06	Remount on chassis - Ford E-350 Type III	
AM10-20	Road Rescue		AM20XE07	Remount on chassis - Ford E-450 Type III	
AM10-20	Road Rescue		AM20XE08	Remount on chassis - Chevrolet C3500 Type I	
AM10-20	Road Rescue		AM20XE09	Remount on chassis - Chevrolet G3500 Type III	
AM10-20	Road Rescue		AM20XE10	Remount on chassis - Chevrolet G4500 Type III	
AM10-20	Road Rescue		AM20XE11	Remount on chassis - RAM 3500 Type I	
AM10-20	Road Rescue		AM20XE12	Remount on chassis - RAM 4500 Type I	
AM10-20	Road Rescue		AM20XE13	Remount on chassis - Chevrolet 4500HD Type I	
AM10-20	Road Rescue		AM20XE14	Remount on chassis - International MV Type I	
AM10-20	Road Rescue		AM20XE15	Remount on chassis - International CV Type I	
AM10-20	Road Rescue		AM20XE16	Remount on chassis - Freightliner M2 Type I	

Z.The Armored Group

C. Other Specialty Vehicle or Equipment

AM10-20	The Armored Group		AM20ZC01	Armored Tactical Support Vehicle with room for 10-12 Tactical Responders. Includes full armored protection on a Ford F550 4X4 chassis	
AM10-20	The Armored Group		AM20ZC02	Rapid Deployment Vehicle; 14' x 78"x 96" FRP Body with Swat Bench Seating and Related Equipment on a Ford E450 Cutaway chassis.	
AM10-20	The Armored Group		AM20ZC03	10' Dual Compartment Prisoner Transport Van built on a Ford E350 Cutaway Chassis with an FRP body.	
AM10-20	The Armored Group		AM20ZC04	12' Quick Response Bomb Squad Command Center built on a Ford f450 chassis.	
AM10-20	The Armored Group		AM20ZC05	24' Custom Built Mobile Command Center built on a Ford F650 Chassis.	
AM10-20	The Armored Group		AM20ZC06	10' Crime Scene Response [CSI] vehicle mounted on a Ford E350 chassis	
AM10-20	The Armored Group		AM20ZC07	Rapid Deployment Vehicle; 14' x 78"x 96" FRP Body with Swat Bench Seating and Related Equipment on a Ford E450 Cutaway chassis.	
AM10-20	The Armored Group		AM20ZC08	Hostage Negotiation Vehicle on a Ford E450 chassis	

AA. Taylor Made				
A. Ambulance				
AM10-20	Taylor Made		AM20AAA01	Type I, F-350 DRW, 144" Module
AM10-20	Taylor Made		AM20AAA02	Type I, F-450 DRW, 144" Module
AM10-20	Taylor Made		AM20AAA03	Type I, F-550 DRW, 144" Module
AM10-20	Taylor Made		AM20AAA04	Type I, GM DRW, 144" Module
AM10-20	Taylor Made		AM20AAA05	Type I-HD, F-650, 164" Module
AM10-20	Taylor Made		AM20AAA06	Type I-HD, FL-M2, 164" Module
AM10-20	Taylor Made		AM20AAA07	Type I-HD, LP-4300, 164" Module
AM10-20	Taylor Made		AM20AAA08	Type I-HD, Terra Star, 164" Module
AM10-20	Taylor Made		AM20AAA09	Type II Sprinter, Diesel HT Van
AM10-20	Taylor Made		AM20AAA10	Type II XL, GM, Diesel HT Van
AM10-20	Taylor Made		AM20AAA11	Type II XL, GM Gas, HT Van
AM10-20	Taylor Made		AM20AAA12	Type III, E-350 DRW Gas, 144" Module
AM10-20	Taylor Made		AM20AAA13	Type III E-450 Gas DRW, 164" Module
AM10-20	Taylor Made		AM20AAA14	Type III, GM-G3500 Diesel, 144" Module
AM10-20	Taylor Made		AM20AAA15	Type III-HD, GM-G4500 Diesel, 164" Module
BB. TechOps Specialty Vehicles				
B. Light/Medium Rescue Vehicle				
AM10-20	TechOps Specialty Vehicles		AM20BBB01	ICS-LRWA-F9 Light RSQ & ESU, Ford F550, diesel, 9' walk around alum body, 7 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB02	ICS-LRWI-F9 Light RSQ & ESU Ford F550, diesel, 9' walk in alum body, 6 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB03	ICS-LRWA-R9 Light RSQ & ESU, Ram 5500, diesel, 9' walk around alum body, 7 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB04	ICS-LRWI-R9 Light RSQ & ESU Ram 5500, diesel, 9' walk in alum body, 6 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB05	ICS-LRWI-GM9 Light RSQ & ESU GM 4500 cutaway, diesel, 9' walk in alum body, 6 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB06	ICS-MRWA-F16 Medium RSQ & ESU, Ford F650, diesel, 16' walk around alum body, 9 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB07	ICS-LRWI-F16 Medium RSQ Ford F650, diesel, 16' walk in alum body, 8 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB08	ICS-U-SWAT-F9 Deployment utility, Ford E350, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches w/storage
AM10-20	TechOps Specialty Vehicles		AM20BBB09	ICS-U-SWAT-R9 Deployment utility, Ram 4500, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches w/storage
AM10-20	TechOps Specialty Vehicles		AM20BBB10	ICS-U-SWAT-GM9 Deployment utility, GM 4500 cutaway, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches w/storage
AM10-20	TechOps Specialty Vehicles		AM20BBB11	ICS-MRWA-I16 Medium RSQ & ESU, International, diesel, 16' walk around alum body, 9 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB12	ICS-LRWI-F16 Medium RSQ Ford F650, diesel, 16' walk in alum body, 6 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB13	ICS-MRWA-I16 Medium RSQ, International, diesel, 16' walk around alum body, 9 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB14	ICS-MRWI-I16 Medium RSQ, International, diesel, 16' walk in alum body, 8 comp & interior
AM10-20	TechOps Specialty Vehicles		AM20BBB15	ICS-MRWA-FL16 Medium RSQ, Freightliner, diesel, 16' walk around alum body, 9 compartments
AM10-20	TechOps Specialty Vehicles		AM20BBB16	ICS-MRWI-FL16 Medium RSQ, Freightliner, diesel, 16' walk in alum body, 8 comp & interior
C. Other Specialty Vehicle or Equipment				
AM10-20	TechOps Specialty Vehicles		AM20BBC01	ICS-SUV-C-S1 Suburban 4x4, Command, console, rear command center, emergency lighting
AM10-20	TechOps Specialty Vehicles		AM20BBC02	ICS-SUV-EOD-S1 Suburban 4x4, Bomb Tech, console, rear equipment storage, covert lighting
AM10-20	TechOps Specialty Vehicles		AM20BBC03	ICS-SUV-IO-S1 Suburban, 4x4, Communications Unit, antenna array, interior comm center

AM10-20	TechOps Specialty Vehicles		AM20BBC04	ICS-SUV-K9-S1 Suburban 4x4, K9 kennel, temperature control, emergency lighting	
AM10-20	TechOps Specialty Vehicles		AM20BBC05	ICS-SUV-EMS-S1 Suburban 4x4, Tactical Extraction, patient transport, equipment storage	
AM10-20	TechOps Specialty Vehicles		AM20BBC06	ICS-SUV-SURV-S1 Suburban 4x4, Surveillance, covert, counter, cameras, audio	
AM10-20	TechOps Specialty Vehicles		AM20BBC07	ICS-SUV-SURV-E1 Expedition 4x4, Surveillance, covert, counter, cameras, audio	
AM10-20	TechOps Specialty Vehicles		AM20BBC08	ICS-GMPU-R1 GM 2500 Pickup, Responder, std cab, gas, 8' bed, cap, rear pull out equipment unit	
AM10-20	TechOps Specialty Vehicles		AM20BBC09	ICS-FPU-R1 Ford F250 Pickup, Responder, std cab, gas, 8' bed, cap, rear pull out equipment unit	
AM10-20	TechOps Specialty Vehicles		AM20BBC10	ICS-RPU-R1 Ram 2500 Pickup, Responder, std cab, gas, 8' bed, cap, rear pull out equipment unit	
AM10-20	TechOps Specialty Vehicles		AM20BBC11	ICS-VAN-CS-F1 Crime Scene Van, Ford Transit, 2500, gas, insulated, cabinets, scene lighting	
AM10-20	TechOps Specialty Vehicles		AM20BBC12	ICS-VAN-CS-GM1 Crime Scene Van, GM 2500, gas, insulated, cabinets, scene lighting	
AM10-20	TechOps Specialty Vehicles		AM20BBC13	ICS-VAN-CS-S1 Crime Scene Van, Sprinter 2500, diesel, insulated, cabinets, scene lighting	
AM10-20	TechOps Specialty Vehicles		AM20BBC14	ICS-VAN-PT-F1 Prisoner Transport Van, Ford Transit, 2500, gas, insulated, seating	
AM10-20	TechOps Specialty Vehicles		AM20BBC15	ICS-VAN-PT-GM1 Prisoner Transport Van, GM 2500, gas, insulated, seating	
AM10-20	TechOps Specialty Vehicles		AM20BBC16	ICS-VAN-PT-S1 Prisoner Transport Van, Sprinter 2500, diesel, insulated, seating	
AM10-20	TechOps Specialty Vehicles		AM20BBC17	ICS-VAN-SWAT-F1 Deployment Van, Ford Transit, 2500, gas, insulated, benches, rear AC	
AM10-20	TechOps Specialty Vehicles		AM20BBC18	ICS-VAN-SWAT-GM1 Deployment Van, GM 2500, gas, insulated, benches, rear AC	
AM10-20	TechOps Specialty Vehicles		AM20BBC19	ICS-VAN-SWAT-S1 Deployment Van, Sprinter 2500, diesel, insulated, benches, rear AC	
AM10-20	TechOps Specialty Vehicles		AM20BBC20	ICS-VAN-SURV-F1 Surveillance Van, Ford Transit, gas, insulated, Cameras, recorder, HVAC	
AM10-20	TechOps Specialty Vehicles		AM20BBC21	ICS-VAN-SURV-GM1 Surveillance Van, GM van, gas, insulated, Cameras, recorder, HVAC	
AM10-20	TechOps Specialty Vehicles		AM20BBC22	ICS-VAN-SURV-S1 Surveillance Van, Sprinter 2500, diesel, insulated, Cameras, recorder, HVAC	
AM10-20	TechOps Specialty Vehicles		AM20BBC23	ICS-BOX-CCI-F1 Command/Communication, Investigation, Ford F550, gas, 12' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC24	ICS-BOX-CCI-R1 Command/Communication, Investigation, Ram 5500, gas, 12' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC25	ICS-BOX-CCI-I1 Command/Communication, Investigation, International, gas, 16' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC26	ICS-BOX-CCI-FL1 Command/Communication, Investigation, Freightliner, gas, 16' commercial	
AM10-20	TechOps Specialty Vehicles		AM20BBC27	ICS-SV-CCI-F1 Command/Communication, Investigation, Step Van, gas, 20' aluminum body	
AM10-20	TechOps Specialty Vehicles		AM20BBC28	ICS-BOX-EOD-F1 Bomb Tech Unit, Ford F550, gas, 12' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC29	ICS-BOX-EOD-R1 Bomb Tech Unit, Ram 5500, gas, 12' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC30	ICS-BOX-EOD-I1 Bomb Tech Unit, International, gas, 16' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC31	ICS-BOX-EOD-FL1 Bomb Tech Unit, Freightliner, gas, 16' commercial body	
AM10-20	TechOps Specialty Vehicles		AM20BBC32	ICS-TRL-COM Command & Communications trailer, work stations, HVAC, 120 VAC power	
AM10-20	TechOps Specialty Vehicles		AM20BBC33	ICS-TRL-SCT OSPREY/RAVEN Satellite Connectivity Trailer, generator, 161"L x 87"W x 75"H	
AM10-20	TechOps Specialty Vehicles		AM20BBC34	ICS-VTR Vehicle Technology update, retrofit and evaluation	
AM10-20	TechOps Specialty Vehicles		AM20BBC35	ICS-TRL-RHB Rehab trailer, benches, galley, HVAC, 120 VAC power	
AM10-20	TechOps Specialty Vehicles		AM20BBC36	ICS-TRL-DECON Decon trailer, male-female, four station, HVAC, plumbing, 120 VAC power	
AM10-20	TechOps Specialty Vehicles		AM20BBC37	ICS-TRL-MCI Trailer, rear ramp, shelving, storage bins, equipment	
AM10-20	TechOps Specialty Vehicles		AM20BBC38	UT-R-GM Utility response unit based on GM chassis	
AM10-20	TechOps Specialty Vehicles		AM20BBC39	UT-R-FD Utility response unit based on Ford chassis	
AM10-20	TechOps Specialty Vehicles		AM20BBC40	UT-R-RAM Utility response unit based on RAM chassis	
AM10-20	TechOps Specialty Vehicles		AM20BBC41	VTR-2C Existing vehicle technology - Base	
AM10-20	TechOps Specialty Vehicles		AM20BBC42	VTR-3C Existing vehicle technology & configuration retrofit	

AM10-20	TechOps Specialty Vehicles		AM20BBC43	Mobile Command Vehicle, Base Model, F-750 Diesel Chassis, 27' Custom Aluminum Body
AM10-20	TechOps Specialty Vehicles		AM20BBC44	Mobile Command Vehicle, F-750 Diesel Chassis, 27' Custom Aluminum Body, 25' Pneumatic Mast with PTZ Camera
AM10-20	TechOps Specialty Vehicles		AM20BBC45	Medical Mobile Outreach Vehicle, Ford Transit, 148" WB, Ext Length, High Roof Van
AM10-20	TechOps Specialty Vehicles		AM20BBC46	Mobile Outreach Vehicle, Library, 23' Ford E-450 Cutaway RWD Gasoline, Unicell Body
AM10-20	TechOps Specialty Vehicles		AM20BBC47	TVBS1000, Tactical Vehicle Bed Slide, Dual Locking 300lb. Drawers (Safe for Firearms Storage, Carpet Liner), 2,000 lb. Payload Rated.
AM10-20	TechOps Specialty Vehicles		AM20BBC48	MMT 1000, Mobile Medical Response Trailer, 14' Trailer, 7000lb. GVWR, phlebotomy and testing
AM10-20	TechOps Specialty Vehicles		AM20BBC49	MRT 1000, Mobile Medical Rehab Trailer, 14' Trailer, 7000 lb GVWR, Integrated Litter System
AM10-20	TechOps Specialty Vehicles		AM20BBC50	MLT 1000, Mobile Laundry Trailer, 24' Trailer, 14,000 lb GVWR, (3) Washers, (3) Dryers

CC. Wheeled Coach

A. Ambulance

AM10-20	Wheeled Coach		AM20CCA01	Type I Custom Series, Ford F-350 DRW
AM10-20	Wheeled Coach		AM20CCA02	Type I Custom Series, Ford F-450 DRW
AM10-20	Wheeled Coach		AM20CCA03	Type I Custom Series, Ford F-550 DRW
AM10-20	Wheeled Coach		AM20CCA04	Type I Custom Series, RAM 4500, Cummins Diesel DRW
AM10-20	Wheeled Coach		AM20CCA05	Type I Custom Series, RAM 5500, Cummins Diesel DRW
AM10-20	Wheeled Coach		AM20CCA06	Type I CitiMedic, Ford F-350 Diesel DRW
AM10-20	Wheeled Coach		AM20CCA07	Type I CitiMedic, Chevrolet 3500 Diesel DRW
AM10-20	Wheeled Coach		AM20CCA08	Type I CitiMedic, RAM 3500, Cummins Diesel DRW
AM10-20	Wheeled Coach		AM20CCA09	Type I Custom Series, Chevrolet CK3500
AM10-20	Wheeled Coach		AM20CCA10	Type II, Transit, Ford (Mid-roof)
AM10-20	Wheeled Coach		AM20CCA11	Type II, Transit, Ford (High-roof)
AM10-20	Wheeled Coach		AM20CCA12	Type II Crusader Plus, Chevrolet G-30 SRW
AM10-20	Wheeled Coach		AM20CCA13	Type II Sprinter Plus
AM10-20	Wheeled Coach		AM20CCA14	Type III Custom Series, Ford E-350 DRW
AM10-20	Wheeled Coach		AM20CCA15	Type III Custom Series, Chevrolet Cutaway Gas DRW - G3500
AM10-20	Wheeled Coach		AM20CCA16	Type III Custom Series, Chevrolet Cutaway Gas DRW - G4500
AM10-20	Wheeled Coach		AM20CCA17	Type III Custom Series, Ford E-450 DRW
AM10-20	Wheeled Coach		AM20CCA18	Type VII CitiMedic, Ford E-350 DRW
AM10-20	Wheeled Coach		AM20CCA19	Type VII CitiMedic, Chevrolet G3500 Cutaway Gas DRW
AM10-20	Wheeled Coach		AM20CCA20	Type IX, Chevrolet 4500 Diesel DRW
AM10-20	Wheeled Coach		AM20CCA21	Type IX, Chevrolet 5500 Diesel DRW
AM10-20	Wheeled Coach		AM20CCA22	Type IX, MAV, International MV, Diesel DRW
AM10-20	Wheeled Coach		AM20CCA23	Type IX, MAV, International CV, Diesel DRW
AM10-20	Wheeled Coach		AM20CCA24	Type IX, MAV, Freightliner M2, Diesel DRW
AM10-20	Wheeled Coach		AM20CCA25	Type IX, MAV, Ford F-650

E. Remounts (See Section B, p. 8 Items 17-20 for specifics regarding "Remount" pricing)

AM10-20	Wheeled Coach		AM20CCE01	Remount only - Type I
AM10-20	Wheeled Coach		AM20CCE02	Remount only - Type III

AM10-20	Wheeled Coach		AM20CCE03	Remount only - Medium Duty	
AM10-20	Wheeled Coach		AM20CCE04	Remount on chassis- Ford F-350 Type I	
AM10-20	Wheeled Coach		AM20CCE05	Remount on chassis - Ford F-450 Type I	
AM10-20	Wheeled Coach		AM20CCE06	Remount on chassis - Ford E-350 Type III	
AM10-20	Wheeled Coach		AM20CCE07	Remount on chassis - Ford E-450 Type III	
AM10-20	Wheeled Coach		AM20CCE08	Remount on chassis - Chevrolet C3500 Type I	
AM10-20	Wheeled Coach		AM20CCE09	Remount on chassis - Chevrolet G3500 Type III	
AM10-20	Wheeled Coach		AM20CCE10	Remount on chassis - Chevrolet G4500 Type III	
AM10-20	Wheeled Coach		AM20CCE11	Remount on chassis - RAM 3500 Type I	
AM10-20	Wheeled Coach		AM20CCE12	Remount on chassis - RAM 4500 Type I	
AM10-20	Wheeled Coach		AM20CCE13	Remount on Chassis - Chevrolet 4500 Type I	
AM10-20	Wheeled Coach		AM20CCE14	Remount on Chassis - Chevrolet 5500 Type I	
AM10-20	Wheeled Coach		AM20CCE15	Remount on chassis - International Type I	
AM10-20	Wheeled Coach		AM20CCE16	Remount on chassis - Freightliner M2 Type I	
DD. 10-75 Emergency Vehicles					
B. Light/Medium Rescue Vehicle					
AM10-20	10-75 Emergency Vehicles		AM20DDB01	10-75-FRV-7AF-F Fast Response Vehicle, Single Rear Wheel, 7' Aluminum Formed Body, Ford F350, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB02	10-75-FRV-7AF-C Fast Response Vehicle, Single Rear Wheel, 7' Aluminum Formed Body, Chevy 3500, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB03	10-75-FRV-8AF-F Fast Response Vehicle, Single Rear Wheel, 8' Aluminum Formed Body, Ford F350, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB04	10-75-FRV-8AF-C Fast Response Vehicle, Single Rear Wheel, 8' Aluminum Formed Body, Chevy 3500, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB05	10-75-FRV-9SF-C Fast Response Vehicle, Single Rear Wheel, 9' Steel Formed Body, Chevy 3500, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB06	10-75-FRV-9AF-FD Fast Response Vehicle, Dual Rear Wheel, 9' Aluminum Formed Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB07	10-75-FRV-9SF-FD Fast Response Vehicle, Dual Rear Wheel, 9' Steel Formed Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB08	10-75-FRV-9AE-FD Fast Response Vehicle, Dual Rear Wheel, 9' Aluminum Extruded Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB09	10-75-FRV-10SF-FD Fast Response Vehicle, Dual Rear Wheel, 10' Steel Formed Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB10	10-75-FRV-10AE-FD Fast Response Vehicle, Dual Rear Wheel, 10' Aluminum Extruded Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB11	10-75-FRV-12AF-FD Fast Response Vehicle, Dual Rear Wheel, 12' Aluminum Formed Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB12	10-75-FRV-12SF-FD Fast Response Vehicle, Dual Rear Wheel, 12' Steel Formed Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB13	10-75-FRV-12AE-FD Fast Response Vehicle, Dual Rear Wheel, 12' Aluminum Extruded Body, Ford F550, Front Console, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDB14	10-75-MAB-BB Medical Ambulance Bus Patient Transport	
C. Other Specialty Vehicle or Equipment					
AM10-20	10-75 Emergency Vehicles		AM20DDC01	1075-SUV-COM-EXMAX Ford Expedition MAX, Command Vehicle, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC02	1075-SUV-COM-EX Ford Expedition, Command Vehicle, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC03	1075-SUV-COM-TAH Chevrolet Tahoe, Command Vehicle, Console, Rear Command Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC04	1075-SUV-COM-SUB Chevrolet Suburban, Command Vehicle, Console, Rear Command Cabinet, LED Lighting Package	

AM10-20	10-75 Emergency Vehicles		AM20DDC05	1075-SUV-ERS-EXMAX Ford Expedition MAX, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC06	1075-SUV-ERS-EX Ford Expedition, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC07	1075-SUV-ERS-TAH Chevrolet Tahoe, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC08	1075-SUV-ERS-SUB Chevrolet Suburban, EMS Response Vehicle, Console, Rear Storage Cabinet, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC09	1075-PU-COM-F Ford F350, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC10	1075-PU-COM-D Dodge Ram 3500, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC11	1075-PU-COM-C Chevrolet 3500, Command, Console, Rear Cap Topper, Rear Slide Out Command Center, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC12	1075-PU-ERS-F Ford F350, Response Vehicle, Console, Rear Cap Topper, Rear Slide Out Storage Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC13	1075-PU-ERS-D Dodge Ram 3500, Response Vehicle, Console, Rear Cap Topper, Rear Slide Out Storage Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC14	1075-PU-ERS-C Chevrolet 3500, Response Vehicle, Console, Rear Cap Topper, Rear Slide Out Storage Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC15	1075-PU-WP-F Ford F350, Composite Insert Responder Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC16	1075-PU-WP-C Chevy 3500, Composite Insert Responder Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC17	1075-PU-WP-R Dodge Ram 3500, Composite Insert Responder Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC18	1075-PU-EL-F Ford F350, Composite Body Responder Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC19	1075-PU-EL-C Chevy 3500, Composite Body Responder Vehicle, LED Lighting Package	
AM10-20	10-75 Emergency Vehicles		AM20DDC20	1075-PU-EL-R Dodge Ram 3500, Composite Body Responder Vehicle, LED Lighting Package	
EE. GEN-T Ambulance					
A. Ambulance					
AM10-20	GEN-T		AM20EEA01	Type I GT-147, Ford F-350, 169" WB DRW	
AM10-20	GEN-T		AM20EEA02	Type I GT-147, Ford F-450, 169" WB DRW	
AM10-20	GEN-T		AM20EEA03	Type I GT-147, Ford F-550, 169" WB DRW	
AM10-20	GEN-T		AM20EEA04	Type I GT-147, RAM-3500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA05	Type I GT-147, RAM-4500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA06	Type I GT-147, RAM-5500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA07	Type I GT-147, Chevy-3500, 171" WB DRW	
AM10-20	GEN-T		AM20EEA08	Type I GT-154, Ford F-350, 169" WB DRW	
AM10-20	GEN-T		AM20EEA09	Type I GT-154, Ford F-450, 169" WB DRW	
AM10-20	GEN-T		AM20EEA10	Type I GT-154, Ford F-550, 169" WB DRW	
AM10-20	GEN-T		AM20EEA11	Type I GT-154, RAM-3500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA12	Type I GT-154, RAM-4500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA13	Type I GT-154, RAM-5500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA14	Type I GT-154, Chevy-3500, 171" WB DRW	
AM10-20	GEN-T		AM20EEA15	Type I GT-158, Ford F-450, 169" WB DRW	
AM10-20	GEN-T		AM20EEA16	Type I GT-158, Ford F-550, 169" WB DRW	
AM10-20	GEN-T		AM20EEA17	Type I GT-158, RAM-4500, 168" WB DRW	

AM10-20	GEN-T		AM20EEA18	Type I GT-158, RAM-5500, 168" WB DRW	
AM10-20	GEN-T		AM20EEA19	Type I GT-171, Ford F-450, 193" WB DRW	
AM10-20	GEN-T		AM20EEA20	Type I GT-171, Ford F-550, 193" WB DRW	
AM10-20	GEN-T		AM20EEA21	Type I GT-171, RAM-4500, 192.5" WB DRW	
AM10-20	GEN-T		AM20EEA22	Type I GT-171, RAM-5500, 192.5" WB DRW	
AM10-20	GEN-T		AM20EEA23	Type III GT-147, Ford E-350, 138" WB DRW	
AM10-20	GEN-T		AM20EEA24	Type III GT-147, Chevy G-3500, 139" WB DRW	
AM10-20	GEN-T		AM20EEA25	Type III GT-154, Ford E-350, 138" WB DRW	
AM10-20	GEN-T		AM20EEA26	Type III GT-154, Chevy G-3500, 139" WB DRW	
AM10-20	GEN-T		AM20EEA27	Type III GT-167, Ford-E-450, 159" WB DRW	
AM10-20	GEN-T		AM20EEA28	Type III GT-167, Chevy-G-4500, 159" WB DRW	
AM10-20	GEN-T		AM20EEA29	Type III GT-171, Ford-E-450, 159" WB DRW	
AM10-20	GEN-T		AM20EEA30	Type III GT-171, Chevy-G-4500, 159" WB DRW	
AM10-20	GEN-T		AM20EEA31	Type II, GT-Pro, Ram Promaster, 159"WB -High Roof	
FF. FIRSTAR					
A. Ambulance					
AM10-20	FIRSTAR		AM20FFA01	Type II Ford Transit FS-MR	
AM10-20	FIRSTAR		AM20FFA02	Type II Ford Transit FS-HR	
AM10-20	FIRSTAR		AM20FFA03	Type II FS Dodge ProMaster	
AM10-20	FIRSTAR		AM20FFA04	Type I FS146 Ford F350 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA05	Type I FS146 Chevrolet C3500 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA06	Type I FS146 RAM 3500 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA07	Type III FS146 Ford E350 - Gas	
AM10-20	FIRSTAR		AM20FFA08	Type III FS146 Chevrolet 3500 - Gas	
AM10-20	FIRSTAR		AM20FFA09	Type I FS157 Ford F450 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA10	Type I FS157 Chevrolet 4x2	
AM10-20	FIRSTAR		AM20FFA11	Type I FS157 RAM 4x2	
AM10-20	FIRSTAR		AM20FFA12	Type III FS157 Ford E450	
AM10-20	FIRSTAR		AM20FFA13	Type III FS157 Chevrolet 4500	
AM10-20	FIRSTAR		AM20FFA14	Type I FS170 Ford F450 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA15	Type I FS170 Chevrolet 4500 - Gas 4x2	
AM10-20	FIRSTAR		AM20FFA16	Type I FS170 RAM 4500	
AM10-20	FIRSTAR		AM20FFA17	Type III FS170 Ford E450	
AM10-20	FIRSTAR		AM20FFA18	Type III FS170 Chevrolet 4500	
AM10-20	FIRSTAR		AM20FFA19	Type I FS157 Ford Texas Edition	
AM10-20	FIRSTAR		AM20FFA20	Type I FS157 Chevrolet Texas Edition	
AM10-20	FIRSTAR		AM20FFA21	Type I FS157 RAM Texas Edition	
AM10-20	FIRSTAR		AM20FFA22	Type III FS157 Ford Texas Edition	
AM10-20	FIRSTAR		AM20FFA23	Type III FS157 Chevrolet Texas Edition	

AM10-20	FIRSTAR		AM20FFA24	Type I FS170 Ford Texas Edition	
AM10-20	FIRSTAR		AM20FFA25	Type I FS170 Chevrolet Texas Edition	
AM10-20	FIRSTAR		AM20FFA26	Type I FS170 RAM Texas Edition	
AM10-20	FIRSTAR		AM20FFA27	Type III FS170 Ford Texas Edition	
AM10-20	FIRSTAR		AM20FFA28	Type III FS170 Chevrolet Texas Edition	
AM10-20	FIRSTAR		AM20FFA29	Type I FS 170 Medium Duty - International	
AM10-20	FIRSTAR		AM20FFA30	Type I FS170 Medium Duty - Freightliner	
GG. ENG Mobile Systems					
B. Light/Medium Rescue Vehicle					
AM10-20	ENG Mobile Systems		AM20GGB01	ENG-LRSQ-WA-F9: Custom response unit on a Ford F550, diesel with a 9' walk around aluminum body w/7 compartments	
AM10-20	ENG Mobile Systems		AM20GGB02	ENG-LRSQ-WI-F9: Custom response unit on a Ford F550, diesel with a 9' walk in aluminum body w/6 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB03	ENG-LRSQ-WA-R9: Custom response unit on a Ram 5500, diesel with a 9' walk around aluminum body w/7 compartments	
AM10-20	ENG Mobile Systems		AM20GGB04	ENG-LRSQ-WI-R9: Custom response unit on a Ram 5500, diesel with a 9' walk in aluminum body w/6 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB05	ENG-LRSQ-WA-G9: Custom response unit on a GM 5500, diesel with a 9' walk around aluminum body w/7 compartments	
AM10-20	ENG Mobile Systems		AM20GGB06	ENG-LRSQ-WI-G9: Custom response unit on a GM 5500, diesel with a 9' walk in aluminum body w/6 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB07	ENG-MRSQ-WA-F16 Custom response unit on a Ford F650, diesel, with a 16' walk around aluminum body w/9 compartments	
AM10-20	ENG Mobile Systems		AM20GGB08	ENG-MRSQ-WI-F16 Custom response unit on a Ford F650, diesel, with a 16' walk in aluminum body w/8 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB09	ENG-MRSQ-WA-I16 Custom response unit on an International diesel, with a 16' walk around aluminum body w/9 compartments	
AM10-20	ENG Mobile Systems		AM20GGB10	ENG-MRSQ-WI-I16 Custom response unit on an International diesel, with a 16' walk in aluminum body w/8 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB11	ENG-MRSQ-WA-FL16 Custom response unit on a Freightliner diesel, with a 16' walk around aluminum body w/9 compartments	
AM10-20	ENG Mobile Systems		AM20GGB12	ENG-MRSQ-WI-FL16 Custom response unit on a Freightliner diesel, with a 16' walk in aluminum body w/8 compartments and rear entry door	
AM10-20	ENG Mobile Systems		AM20GGB13	ENG-LE-F9 Tactical utility response unit on a Ford E350, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches and work stations	
AM10-20	ENG Mobile Systems		AM20GGB14	ENG-LE-R9 Tactical utility response unit on a Ram 4500, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches and work stations	
AM10-20	ENG Mobile Systems		AM20GGB15	ENG-LE-G9 Tactical utility response unit on a GM 3500, gas, 9' steel body, 6 compartments, insulated interior, HVAC, benches and work stations	
AM10-20	ENG Mobile Systems		AM20GGB16	ENG-LE-S9 Tactical utility response unit on a Sprinter, 9' steel body, 6 compartments, insulated interior, HVAC, benches and work stations	
C. Other Specialty Vehicle or Equipment					
AM10-20	ENG Mobile Systems		AM20GGC01	ENG-SUV-TS1 Tactical Suburban 4X4, with console, emergency equipment and rear storage system.	
AM10-20	ENG Mobile Systems		AM20GGC02	ENG-SUV-CS1 Command and communication Suburban 4X4, with console, emergency equipment and rear command unit	
AM10-20	ENG Mobile Systems		AM20GGC03	ENG-SUV-MS1 Medical and EMS response Suburban 4X4, with console, emergency equipment and rear equipment system.	
AM10-20	ENG Mobile Systems		AM20GGC04	ENG-SUV-RE1 Response Expedition 4X4, Control console, exterior lighting and rear storage system	
AM10-20	ENG Mobile Systems		AM20GGC05	ENG-PRU-F Response unit based on a Ford F250 pickup with emergency equipment, bed cover and pull out rear equipment system.	
AM10-20	ENG Mobile Systems		AM20GGC06	ENG-PRU-R Response unit based on a Ram 2500 pickup with emergency equipment, bed cover and pull out rear equipment system.	
AM10-20	ENG Mobile Systems		AM20GGC07	ENG-PRU-G Response unit based on a GM pickup with emergency equipment, bed cover and pull out rear equipment system.	
AM10-20	ENG Mobile Systems		AM20GGC08	ENG-VAN-MPV-F Multi purpose Ford Transit for crime scene, command and communications and other public safety missions.	
AM10-20	ENG Mobile Systems		AM20GGC09	ENG-VAN-MPV-G Multi purpose GM van for crime scene, command and communications and other public safety missions.	

AM10-20	ENG Mobile Systems		AM20GGC10	ENG-VAN-MPV-R Multi purpose Ram Promaster for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC11	ENG-VAN-MPV-S Multi purpose Sprinter for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC12	ENG-VAN-MPV-N Multi purpose Nissan Van for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC13	ENG-VAN-LAB-F "MobiLab" Ford Transit, lab interior finishing and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC14	ENG-VAN-LAB-R "MobiLab" Ram Promaster, lab interior finishing and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC15	ENG-VAN-LAB-S "MobiLab" Mobile lab Sprinter, lab interior finishing and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC16	ENG-VAN-MED-F Ford Transit for Medical Outreach, clinical interior finish, power, interview, administration and/or exam areas
AM10-20	ENG Mobile Systems		AM20GGC17	ENG-VAN-MED-S Sprinter for Medical Outreach, clinical interior finish, power, interview, administration and/or exam areas
AM10-20	ENG Mobile Systems		AM20GGC18	ENG-BT-MPT-F Multi purpose commercial body Ford F550 for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC19	ENG-BT-MPT-R Multi purpose commercial body Ram 5500 for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC20	ENG-BT-MPT-G Multi purpose commercial body GM chassis for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC21	ENG-BT-MPT-I Multi purpose commercial body International chassis for crime scene, command and communications and other public safety
AM10-20	ENG Mobile Systems		AM20GGC22	ENG-BT-MPT-FL Multi purpose commercial body Freightliner chassis for crime scene, command and communications and other public safety
AM10-20	ENG Mobile Systems		AM20GGC23	ENG-BT-MPV-FL Multi purpose large van body Freightliner chassis for crime scene, command and communications and other public safety
AM10-20	ENG Mobile Systems		AM20GGC24	ENG-BT-MPV-F Multi purpose large van body Ford chassis for crime scene, command and communications and other public safety missions.
AM10-20	ENG Mobile Systems		AM20GGC25	ENG-BT-MPRV-FL Multi purpose RV style body on Freightliner chassis for mobile outreach, command and communications, lab and other
AM10-20	ENG Mobile Systems		AM20GGC26	ENG-BT-MPRV-F Multi purpose RV style body on Ford chassis for mobile outreach, command and communications, lab and other missions.
AM10-20	ENG Mobile Systems		AM20GGC27	ENG-BT-LAB-F "MobiLab" Ford chassis, commercial body, lab interior finish and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC28	ENG-BT-LAB-R "MobiLab" Ram chassis, commercial body, lab interior finish and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC29	ENG-BT-LAB-G "MobiLab" GM chassis, commercial body, lab interior finish and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC30	ENG-BT-LAB-I "MobiLab" International chassis, commercial body, lab interior finish and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC31	ENG-BT-LAB-FL "MobiLab" Freightliner chassis, commercial body, lab interior finish and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC32	ENG-T-COM Command & Communications 24' trailer, work stations, HVAC, 120 VAC power
AM10-20	ENG Mobile Systems		AM20GGC33	ENG-T-MP Multi purpose 18' trailer for investigation, command and other public safety missions
AM10-20	ENG Mobile Systems		AM20GGC34	ENG-T-LAB "Mobilab" 24' trailer, lab finish interior and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC35	ENG-C-LAB "Mobilab" Container, lab finish interior and furnishings, power system and instrument integration
AM10-20	ENG Mobile Systems		AM20GGC36	ENG-VTR-1E Vehicle Technology update and retrofit evaluation
AM10-20	ENG Mobile Systems		AM20GGC37	ENG-VTR-1 Existing vehicle technology - Base conversion and services level 1
AM10-20	ENG Mobile Systems		AM20GGC38	ENG-VTR-2 Existing vehicle technology & configuration retrofit level 2
AM10-20	ENG Mobile Systems		AM20GGC39	ENG-T-DECON Decon trailer, male-female, four station, HVAC, plumbing, 120 VAC power

HH. Lenco Industries

C. Other Specialty Vehicle or Equipment

AM10-20	Lenco Industries, Inc.		AM20HHC01	BearCat G2, fully-armored tactical vehicle, F-550 chassis, 131" WB
AM10-20	Lenco Industries, Inc.		AM20HHC02	BearCat G3, fully-armored tactical vehicle, F-550 chassis, 131" WB, Off-Road edition
AM10-20	Lenco Industries, Inc.		AM20HHC03	MedCat G2, fully-armored emergency response vehicle, F-550 chassis, 131" WB, MedEvac edition
AM10-20	Lenco Industries, Inc.		AM20HHC04	MedCat G3, fully-armored emergency response vehicle, F-550 chassis, 131" WB, MedEvac Off-Road edition, (2) litter design

AM10-20	Lenco Industries, Inc.		AM20HHC05	BearCat G3 Advanced Rescue, fully-armored emergency response vehicle, F-550 chassis, 131" WB, MedEvac Off-Road edition, (4) litter design	
AM10-20	Lenco Industries, Inc.		AM20HHC06	BearCat X3, fully-armored tactical vehicle, F-550 chassis, 131" WB, Pick-up edition	
AM10-20	Lenco Industries, Inc.		AM20HHC07	BearCat X3 FireCat, fully-armored emergency response vehicle, F-550 chassis, 131" WB, Pick-up Fire Response Edition	
AM10-20	Lenco Industries, Inc.		AM20HHC08	BearCat G2 EOD, fully-armored emergency response vehicle, F-550 chassis, 131" WB, Bomb Disposal edition	
AM10-20	Lenco Industries, Inc.		AM20HHC09	BearCat G3 EOD, fully-armored emergency response vehicle, F-550 chassis, 131" WB, Bomb Disposal Off-Road edition	
AM10-20	Lenco Industries, Inc.		AM20HHC10	BearCat VIP, fully-armored tactical security vehicle, F-550 chassis, 131" WB, SUV Edition	

II. Metal Shark

C. Other Specialty Vehicle or Equipment

AM10-20	Metal Shark		AM20HC01	Relentless 21' Center Console	
AM10-20	Metal Shark		AM20HC02	Relentless 23' Center Console	
AM10-20	Metal Shark		AM20HC03	Relentless 26' Center Console	
AM10-20	Metal Shark		AM20HC04	Relentless 28' Center Console	
AM10-20	Metal Shark		AM20HC05	Courageous 27' Center Console	
AM10-20	Metal Shark		AM20HC06	Courageous 36' Hull	
AM10-20	Metal Shark		AM20HC07	Defiant 29' Full Cabin	
AM10-20	Metal Shark		AM20HC08	Defiant 32' Full Cabin	
AM10-20	Metal Shark		AM20HC09	Defiant 38' Full Cabin	
AM10-20	Metal Shark		AM20HC10	Defiant 45' Full Cabin	
AM10-20	Metal Shark		AM20HC11	Defiant 55' Full Cabin	
AM10-20	Metal Shark		AM20HC12	Resolute 20' Center Console	
AM10-20	Metal Shark		AM20HC13	Resolute 30' Hull	
AM10-20	Metal Shark		AM20HC14	Fearless 32' Center Console	

FORM H - MARKETING	Invitation No.: AM10-20
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Offeror Name:

Bidder shall provide a written narrative explaining in some detail activities that will be undertaken to actively market and promote an H-GAC contract to local government and non-profit End Users.

H-GAC

Houston-Galveston Area Council
P.O. Box 22777 · 3555 Timmons · Houston, Texas 77227-2777

Cooperative Agreement -

SPECIAL PROVISIONS

Incorporated by attachment, as part of the whole agreement, H-GAC and the Contractor do, hereby agree to the Special Provisions as follows:

ARTICLE 1: BIDS/PROPOSALS INCORPORATED

In addition to the whole Agreement, the following documents listed in order of priority are incorporated into the Agreement by reference: Bid/Proposal Specifications and Contractor's Response to the Bid/Proposal.

ARTICLE 2: END USER AGREEMENTS ("EUA")

H-GAC acknowledges that the **END USER** may choose to enter into an End User Agreement ("EUA") with the **Contractor** through this Agreement, and that the term of the EUA may exceed the term of the current **H-GAC** Agreement. **H-GAC's** acknowledgement is not an endorsement or approval of the End User Agreement's terms and conditions. **Contractor** agrees not to offer, agree to or accept from the **END USER**, any terms or conditions that conflict with those in **Contractor's** Agreement with **H-GAC**. **Contractor** affirms that termination of its Agreement with H-GAC for any reason shall not result in the termination of any underlying EUA, which shall in each instance, continue pursuant to the EUA's stated terms and duration. Pursuant to the terms of this Agreement, termination of this Agreement will disallow the **Contractor** from entering into any new EUA with **END USERS**. Applicable **H-GAC** order processing charges will be due and payable to **H-GAC** on any EUAs, surviving termination of this Agreement between **H-GAC** and **Contractor**.

ARTICLE 3: MOST FAVORED CUSTOMER CLAUSE

Contractor shall provide its most favorable pricing and terms to H-GAC. If at any time during this Agreement, **Contractor** develops a regularly followed standard procedure of entering into agreements with other governmental customers within the State of Texas, and offers the same or substantially the same products/services offered to **H-GAC** on a basis that provides prices, warranties, benefits, and or terms more favorable than those provided to **H-GAC**, **Contractor** shall notify **H-GAC** within ten (10) business days thereafter, and this Agreement shall be deemed to be automatically retroactively amended, to the effective date of **Contractor's** most favorable past agreement with another entity. **Contractor** shall provide the same prices, warranties, benefits, or terms to **H-GAC** and its **END USER** as provided in its most favorable past agreement. **H-GAC** shall have the right and option at any time to decline to accept any such change, in which case the amendment shall be deemed null and void. If **Contractor** claims that a more favorable price, warranty, benefit, or term that was charged or offered to another entity during the term of this Agreement, does not constitute more favorable treatment, than **Contractor** shall, within ten (10) business days, notify **H-GAC** in writing, setting forth the detailed reasons **Contractor** believes the aforesaid offer is not in fact most favored treatment. **H-GAC**, after due consideration of **Contractor's** written explanation, may decline to accept such explanation and thereupon this Agreement between **H-GAC** and **Contractor** shall be automatically amended, effective retroactively, to the effective date of the most favored agreement, to provide the same prices, warranties,

benefits, or terms to H-GAC and the END USER.

EXCEPTION: *This clause shall not be applicable to prices and price adjustments offered by a bidder, Proposer or contractor, which are not within bidder's/proposer's control [example; a manufacturer's bid concession], or to any prices offered to the Federal Government and its agencies.*

ARTICLE 4: PARTY LIABILITY

Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to the price of the particular products/services sold hereunder. Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. Contractor accepts liability to repay, and shall repay upon demand to END USER, any amounts determined by H-GAC, its independent auditors, or any state or federal agency, to have been paid in violation of the terms of this Agreement.

ARTICLE 5: GOVERNING LAW & VENUE

Contractor and H-GAC agree that Contractor will make every reasonable effort to resolve disputes the **END USER** in accord with the law and venue rules of the state of purchase. **Contractor** shall immediately notify **H-GAC** of such disputes.

ARTICLE 6: SALES AND ORDER PROCESSING CHARGE

Contractor shall sell its products to **END USERS** based on the pricing and terms of this Agreement. **H-GAC** will invoice **Contractor** for the applicable order processing charge when H-GAC receives notification of an END USER order. **Contractor shall remit to H-GAC** the full amount of the applicable order processing charge, after delivery of any product or service and subsequent END USER acceptance. Payment of the Order Processing Charge shall be remitted from Contractor to H-GAC, within thirty (30) calendar days or ten (10) business days after receipt of an END USER's payment, whichever comes first, notwithstanding Contractor's receipt of invoice. For sales made by **Contractor** based on this Agreement, including sales to entities without Interlocal Agreements, **Contractor** shall pay the applicable order processing charges to **H-GAC**. Further, **Contractor** agrees to encourage entities who are not members of H-GAC's Cooperative Purchasing Program to execute an **H-GAC** Interlocal Agreement. **H-GAC** reserves the right to take appropriate actions including, but not limited to, Agreement termination if **Contractor** fails to promptly remit the appropriate order processing charge to H-GAC. In no event shall **H-GAC** have any liability to **Contractor** for any goods or services an **END USER** procures from **Contractor**. At all times, **Contractor** shall remain liable to pay to **H-GAC** any order processing charges on any portion of the Agreement actually performed, and for which compensation was received by **Contractor**.

ARTICLE 7: LIQUIDATED DAMAGES

Contractor and H-GAC agree that Contractor shall cooperate with the END USER at the time an END USER purchase order is placed, to determine terms for any liquidated damages.

ARTICLE 8: INSURANCE

Unless otherwise stipulated in Section B of the Bid/Proposal Specifications, **Contractor** must have the following insurance and coverage minimums:

- a. **General liability** insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General

Aggregate limit of at least two times the Single Occurrence limit.

Product liability insurance with a Single Occurrence limit of at least \$1,000,000.00, and a General Aggregate limit of at least two times the Single Occurrence limit for all Products except Automotive Fire Apparatus. For Automotive Fire Apparatus, see Section B of the Bid/Proposal Specifications.

Property Damage or Destruction insurance is required for coverage of **End User** owned equipment while in **Contractor's** possession, custody or control. The minimum Single Occurrence limit is \$500,000.00 and the General Aggregate limit must be at least two times the Single Occurrence limit. This insurance may be carried in several ways, e.g. under an Inland Marine policy, as art of Automobile coverage, or under a Garage Keepers policy. In any event, this coverage must be specifically and clearly listed on insurance certificate(s) submitted to **H-GAC**.

- b. Insurance coverage shall be in effect for the length of any contract made pursuant to the Bid/Proposal, and for any extensions thereof, plus the number of days/months required to *deliver* any outstanding order after the close of the contract period.
- c. Original Insurance Certificates must be furnished to **H-GAC** on request, showing **Contractor** as the insured and showing coverage and limits for the insurances listed above.
- d. If any Product(s) or Service(s) will be provided by parties other than **Contractor**, all such parties are required to carry the minimum insurance coverages specified herein, and if requested by **H-GAC**, a separate insurance certificate must be submitted for each such party.
- e. **H-GAC** reserves the right to contact insurance underwriters to confirm policy and certificate issuance and document accuracy.

ARTICLE 9: PERFORMANCE AND PAYMENT BONDS FOR INDIVIDUAL ORDERS

H-GAC's contractual requirements DO NOT include a Performance & Payment Bond (PPB); therefore, Contractor shall offer pricing that reflects this cost savings. **Contractor** shall remain prepared to offer a PPB to cover any order if so requested by the **END USER**. **Contractor** shall quote a price to **END USER** for provision of any requested PPB, and agrees to furnish the PPB within ten business (10) days of receipt of **END USER's** purchase order.

ARTICLE 10: CHANGE OF STATUS

Contractor shall immediately notify **H-GAC**, in writing, of **ANY** change in ownership, control, dealership/franchisee status, Motor Vehicle license status, or name. Contractor shall offer written guidance to advise H-GAC if this Agreement shall be affected in any way by such change. **H-GAC** shall have the right to determine whether or not such change is acceptable, and to determine what action shall be warranted, up to and including cancellation of Agreement.

ARTICLE 11: TEXAS MOTOR VEHICLE BOARD LICENSING

All that deal in motor vehicles shall maintain current licenses that are required by the Texas Motor Vehicle Commission Code. If at any time during this Agreement term, any required **Contractor** license is denied, revoked, or not renewed, **Contractor** shall be in default of this Agreement, unless the Texas Motor Vehicle

Board issues a stay or waiver. Contractor shall promptly provide copies of all current applicable Texas Motor Vehicle Board documentation to **H-GAC** upon request.

Cooperative Agreement -

GENERAL PROVISIONS

This Agreement is made and entered into, by and between the Houston-Galveston Area Council hereinafter referred to as H-GAC having its principal place of business at 3555 Timmons Lane, Suite 120, Houston, Texas 77027 and _____, hereinafter referred to as the Contractor, having its principal place of business at _____.

WITNESSETH:

WHEREAS, H-GAC hereby engages the Contractor to perform certain services in accordance with the specifications of the Agreement; and

WHEREAS, the Contractor has agreed to perform such services in accordance with the specifications of the Agreement;

NOW, THEREFORE, H-GAC and the Contractor do hereby agree as follows:

ARTICLE 1: LEGAL AUTHORITY

The Contractor warrants and assures H-GAC that it possesses adequate legal authority to enter into this Agreement. The Contractor's governing body, where applicable, has authorized the signatory official(s) to enter into this Agreement and bind the Contractor to the terms of this Agreement and any subsequent amendments hereto.

ARTICLE 2: APPLICABLE LAWS

The Contractor agrees to conduct all activities under this Agreement in accordance with all applicable rules, regulations, directives, standards, ordinances, and laws, in effect or promulgated during the term of this Agreement, including without limitation, workers' compensation laws, minimum and maximum salary and wage statutes and regulations, and licensing laws and regulations. When required, the Contractor shall furnish H-GAC with satisfactory proof of its compliance therewith.

ARTICLE 3: INDEPENDENT CONTRACTOR

The execution of this Agreement and the rendering of services prescribed by this Agreement do not change the independent status of H-GAC or the Contractor. No provision of this Agreement or act of H-GAC in performance of the Agreement shall be construed as making the Contractor the agent, servant or employee of H-GAC, the State of Texas or the United States Government. Employees of the Contractor are subject to the exclusive control and supervision of the Contractor. The Contractor is solely responsible for employee related disputes and discrepancies, including employee payrolls and any claims arising therefrom.

ARTICLE 4: WHOLE AGREEMENT

The General Provisions, Special Provisions, and Attachments, as provided herein, constitute the complete Agreement ("Agreement") between the parties hereto, and supersede any and all oral and written agreements between the parties relating to matters herein. Except as otherwise provided herein, this Agreement cannot be modified without written consent of the parties.

ARTICLE 5: SCOPE OF SERVICES

The services to be performed by the Contractor are outlined in an Attachment to this Agreement.

ARTICLE 6: PERFORMANCE PERIOD

This Agreement shall be performed during the period which begins _____ and ends _____. All services under this Agreement must be rendered within this performance period, unless directly specified under a written change or extension provisioned under Article 15, which shall be fully executed by both parties to this Agreement.

ARTICLE 7: PAYMENT OR FUNDING

Payment provisions under this Agreement are outlined in the Special Provisions.

ARTICLE 8: REPORTING REQUIREMENTS

If the Contractor fails to submit to H-GAC in a timely and satisfactory manner any report required by this Agreement, or otherwise fails to satisfactorily render performances hereunder, H-GAC may terminate this agreement with notice as identified in Article 16 of these General Provisions. H-GAC has final determination of the adequacy of performance and reporting by Contractor. Termination of this agreement for failure to perform may affect Contractor's ability to participate in future opportunities with H-GAC. The Contractor's failure to timely submit any report may also be considered cause for termination of this Agreement.

Any additional reporting requirements shall be set forth in the Special Provisions of this Agreement.

ARTICLE 9: INSURANCE

Contractor shall maintain insurance coverage for work performed or services rendered under this Agreement as outlined and defined in the attached Special Provisions.

ARTICLE 10: SUBCONTRACTS and ASSIGNMENTS

Except as may be set forth in the Special Provisions, the Contractor agrees not to subcontract, assign, transfer, convey, sublet or otherwise dispose of this Agreement or any right, title, obligation or interest it may have therein to any third party without prior written approval of H-GAC. The Contractor acknowledges that H-GAC is not liable to any subcontractor or assignee of the Contractor. The Contractor shall ensure that the performance rendered under all subcontracts shall result in compliance with all the terms and provisions of this Agreement as if the performance rendered was rendered by the Contractor. Contractor shall give all required notices, and comply with all laws and regulations applicable to furnishing and performance of the work. Except where otherwise expressly required by applicable law or regulation, H-GAC shall not be responsible for monitoring Contractor's compliance, or that of Contractor's subcontractors, with any laws or regulations.

ARTICLE 11: AUDIT

Notwithstanding any other audit requirement, H-GAC reserves the right to conduct or cause to be conducted an independent audit of any transaction under this Agreement, such audit may be performed by the H-GAC local government audit staff, a certified public accountant firm, or other auditors designated by H-GAC and will be conducted in accordance with applicable professional standards and practices. The Contractor understands and agrees that the Contractor shall be liable to the H-GAC for any findings that result in monetary obligations to H-GAC.

ARTICLE 12: EXAMINATION OF RECORDS

The Contractor shall maintain during the course of the work complete and accurate records of all of the Contractor's costs and documentation of items which are chargeable to H-GAC under this Agreement. H-GAC, through its staff or designated public accounting firm, the State of Texas, and United States Government, shall have the right at any reasonable time to inspect, copy and audit those records on or

off the premises by authorized representatives of its own or any public accounting firm selected by H-GAC. The right of access to records is not limited to the required retention period, but shall last as long as the records are retained. Failure to provide access to records may be cause for termination of the Agreement. The records to be thus maintained and retained by the Contractor shall include (without limitation): (1) personnel and payroll records, including social security numbers and labor classifications, accounting for total time distribution of the Contractor's employees working full or part time on the work, as well as cancelled payroll checks, signed receipts for payroll payments in cash, or other evidence of disbursement of payroll payments; (2) invoices for purchases, receiving and issuing documents, and all other unit inventory records for the Contractor's stocks or capital items; and (3) paid invoices and cancelled checks for materials purchased and for subcontractors' and any other third parties' charges.

The Contractor further agrees that the examination of records outlined in this article shall be included in all subcontractor or third-party agreements.

ARTICLE 13: RETENTION OF RECORDS

The Contractor and its subcontractors shall maintain all records pertinent to this Agreement, and all other financial, statistical, property, participant records, and supporting documentation for a period of no less than seven (7) years from the later of the date of acceptance of the final payment or until all audit findings have been resolved. If any litigation, claim, negotiation, audit or other action involving the records has been started before the expiration of the retention period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the seven (7) years, whichever is later, and until any outstanding litigation, audit, or claim has been fully resolved.

ARTICLE 14: CHANGES AND AMENDMENTS

- A. Any alterations, additions, or deletions to the terms of this Agreement, which are required by changes in federal or state law or by regulations, are automatically incorporated without written amendment hereto, and shall become effective on the date designated by such law or by regulation.
- B. To ensure the legal and effective performance of this Agreement, both parties agree that any amendment that affects the performance under this Agreement must be mutually agreed upon and that all such amendments must be in writing. After a period of no less than 30 days subsequent to written notice, unless sooner implementation is required by law, such amendments shall have the effect of qualifying the terms of this Agreement and shall be binding upon the parties as if written herein.

ARTICLE 15: TERMINATION PROCEDURES

The Contractor acknowledges that this Agreement may be terminated for Convenience or Default.

- A. *Convenience*
H-GAC may terminate this Agreement at any time, in whole or in part, with or without cause, whenever H-GAC determines that for any reason such termination is in the best interest of H-GAC, by providing written notice by certified mail to the Contractor. Upon receipt of notice of termination, all services hereunder of the Contractor and its employees and subcontractors shall cease to the extent specified in the notice of termination.

The Contractor may cancel or terminate this Agreement upon submission of thirty (30) days written notice, presented to H-GAC via certified mail. The Contractor may not give notice of cancellation after it has received notice of default from H-GAC.

- B. *Default*

H-GAC may, by written notice of default to the Contractor, terminate the whole or any part of the Agreement, in any one of the following circumstances:

- (1) If the Contractor fails to perform the services herein specified within the time specified herein or any extension thereof; or
- (2) If the Contractor fails to perform any of the other provisions of this Agreement for any reason whatsoever, or so fails to make progress or otherwise violates the Agreements that completion of services herein specified within the Agreement term is significantly endangered, and in either of these two instances does not cure such failure within a period often (10) days (or such longer period of time as may be authorized by H-GAC in writing) after receiving written notice by certified mail of default from H-GAC.

ARTICLE 16: SEVERABILITY

H-GAC and Contractor agree that should any provision of this Agreement be determined to be invalid or unenforceable, such determination shall not affect any other term of this Agreement, which shall continue in full force and effect.

ARTICLE 17: FORCE MAJEURE

To the extent that either party to this Agreement shall be wholly or partially prevented from the performance of any obligation or duty placed on such party by reason of or through strikes, stoppage of labor, riot, fire, flood, acts of war, insurrection, accident, order of any court, act of God, or specific cause reasonably beyond the party's control and not attributable to its neglect or nonfeasance, in such event, the time for the performance of such obligation or duty shall be suspended until such disability to perform is removed. Determination of force majeure shall rest solely with H-GAC.

ARTICLE 18: CONFLICT OF INTEREST

No officer, member or employee of the Contractor or subcontractor, no member of the governing body of the Contractor, and no other public officials of the Contractor who exercise any functions or responsibilities in the review or Contractor approval of this Agreement, shall participate in any decision relating to this Agreement which affects his or her personal interest, or shall have any personal or pecuniary interest, direct or indirect, in this Agreement.

ARTICLE 19: FEDERAL COMPLIANCE

Contractor agrees to comply with all federal statutes relating to nondiscrimination, labor standards, and environmental compliance. Additionally, for work to be performed under the Agreement or subcontract thereof, including procurement of materials or leases of equipment, Contractor shall notify each potential subcontractor or supplier of the Contractor's federal compliance obligations. These may include, but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (P.L. 88-352) which prohibits discrimination on the basis of race, color or national origin; (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. §§ 1681-1683, and 1685-1686), which prohibits discrimination on the basis of sex; (c) the Fair Labor Standards Act of 1938 (29 USC 676 et. seq.), (d) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of handicaps and the Americans with Disabilities Act of 1990; (e) the Age Discrimination in Employment Act of 1967 (29 USC 621 et. seq.) and the Age Discrimination Act of 1974, as amended (42 U.S.C. §§ 6101-6107), which prohibits discrimination on the basis of age; (f) the Drug Abuse Office and Treatment Act of 1972 (P.L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (P.L. 91-616), as amended, relating to the nondiscrimination on the basis of alcohol abuse or alcoholism; (h) §§ 523 and 527 of the Public Health Service Act of 1912 (42 U.S.C. 290 dd-3 and 290 ee-3), as amended, relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968 (42 U.S.C. § 3601 et seq.), as amended, relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in any specific statute(s)

applicable to any Federal funding for this Agreement; (k) the requirements of any other nondiscrimination statute(s) which may apply to this Agreement; (l) applicable provisions of the Clean Air Act (42 U.S.C. §7401 et seq.), the Federal Water Pollution Control Act, as amended (33 U.S.C. §1251 et seq.), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and the Environmental Protection Agency regulations at 40 CFR Part 15; (m) applicable provisions of the Davis- Bacon Act (40 U.S.C. 276a - 276a-7), the Copeland Act (40 U.S.C. 276c), and the Contract Work Hours and Safety Standards Act (40 U.S.C. 327-332), as set forth in Department of Labor Regulations at 20 CFR 5.5a; (n) the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

ARTICLE 20: CRIMINAL PROVISIONS AND SANCTIONS

The Contractor agrees to perform the Agreement in conformance with safeguards against fraud and abuse as set forth by the H-GAC, the State of Texas, and the acts and regulations of any related state or federal agency. The Contractor agrees to promptly notify H-GAC of any actual or suspected fraud, abuse, or other criminal activity through the filing of a written report within twenty-four (24) hours of knowledge thereof. Contractor shall notify H-GAC of any accident or incident requiring medical attention arising from its activities under this Agreement within twenty-four (24) hours of such occurrence. Theft or willful damage to property on loan to the Contractor from H-GAC, if any, shall be reported to local law enforcement agencies and H-GAC within two (2) hours of discovery of any such act.

The Contractor further agrees to cooperate fully with H-GAC, local law enforcement agencies, the State of Texas, the Federal Bureau of Investigation and any other duly authorized investigative unit, in carrying out a full investigation of all such incidents.

The Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against the Contractor pertaining to this Agreement or which would adversely affect the Contractor's ability to perform services under this Agreement.

ARTICLE 21: INDEMNIFICATION AND RECOVERY

H-GAC's liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, is limited to its order processing charge. In no event will H-GAC be liable for any loss of use, loss of time, inconvenience, commercial loss, lost profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor agrees, to the extent permitted by law, to defend and hold harmless H-GAC, its board members, officers, agents, officials, employees and indemnities from any and all claims, costs, expenses (including reasonable attorney fees), actions, causes of action, judgements, and liens arising as a result of Contractor's negligent act or omission under this Agreement. Contractor shall notify H-GAC of the threat of lawsuit or of any actual suit filed against Contractor relating to this Agreement.

ARTICLE 22: LIMITATION OF CONTRACTOR'S LIABILITY

Except as specified in any separate writing between the Contractor and an END USER, Contractor's total liability under this Agreement, whether for breach of contract, warranty, negligence, strict liability, in tort or otherwise, but excluding its obligation to indemnify H-GAC, is limited to the price of the particular products/services sold hereunder, and Contractor agrees either to refund the purchase price or to repair or replace product(s) that are not as warranted. In no event will Contractor be liable for any loss of use, loss of time, inconvenience, commercial loss, loss of profits or savings or other incidental, special or consequential damages to the full extent such use may be disclaimed by law. Contractor understands and agrees that it shall be liable to repay and shall repay upon demand to

END USER any amounts determined by H-GAC, its independent auditors, or any agency of State or Federal government to have been paid in violation of the terms of this Agreement.

ARTICLE 23: TITLES NOT RESTRICTIVE

The titles assigned to the various Articles of this Agreement are for convenience only. Titles shall not be considered restrictive of the subject matter of any Article, or part of this Agreement.

ARTICLE 24: JOINT WORK PRODUCT

This Agreement is the joint work product of H-GAC and the Contractor. This Agreement has been negotiated by H-GAC and the Contractor and their respective counsel and shall be fairly interpreted in accordance with its terms and, in the event of any ambiguities, no inferences shall be drawn against any party.

ARTICLE 25: DISPUTES

All disputes concerning questions of fact or of law arising under this Agreement, which are not addressed within the Whole Agreement as defined pursuant to Article 4 hereof, shall be decided by the Executive Director of H-GAC or his designee, who shall reduce his decision to writing and provide notice thereof to the Contractor. The decision of the Executive Director or his designee shall be final and conclusive unless, within thirty (30) days from the date of receipt of such notice, the Contractor requests a rehearing from the Executive Director of H-GAC. In connection with any rehearing under this Article, the Contractor shall be afforded an opportunity to be heard and offer evidence in support of its position. The decision of the Executive Director after any such rehearing shall be final and conclusive. The Contractor may, if it elects to do so, appeal the final and conclusive decision of the Executive Director to a court of competent jurisdiction. Pending final decision of a dispute hereunder, the Contractor shall proceed diligently with the performance of the Agreement and in accordance with H-GAC's final decision.

ARTICLE 26: CHOICE OF LAW: VENUE

This Agreement shall be governed by the laws of the State of Texas. Venue and jurisdiction of any suit or cause of action arising under or in connection with the Agreement shall lie exclusively in Harris County, Texas. Disputes between END USER and Contractor are to be resolved in accordance with the law and venue rules of the state of purchase. Contractor shall immediately notify H-GAC of such disputes.

ARTICLE 27: ORDER OF PRIORITY

In the case of any conflict between or within this Agreement, the following order of priority shall be utilized: 1) General Provisions, 2) Special Provisions, 3) Scope of Work, and, 4) Other Attachments.

SIGNATURES:

H-GAC and the Contractor have read, agreed, and executed the whole Agreement as of the date first written above, as accepted by:

Signature

Name

Title

Date

H-GAC

Signature

Name Chuck Wemple

Title Executive Director

Date

CONTRACTOR CONTACT INFORMATION

ATTENTION Houston-Galveston Area Council (H-GAC) Contractor: The following information is needed to communicate with your company concerning contract matters which may arise. To expedite the process, we ask that you provide the information requested below. **During the term of this contract, notify H-GAC in writing of any changes to this information by emailing updates to: cpcontractfax@h-gac.com**

Section I

CONTRACTOR: _____	CONTRACT #: <u>AM10-20</u>
<u>Purchase Order:</u> _____	<u>Invoice:</u> _____
Contact Name: _____	Contact Name: _____
Address: _____	Address: _____
City _____ State _____ Zip Code _____	City _____ State _____ Zip Code _____
Telephone No.: _____	Telephone No.# _____
Fax No. _____	Fax No.# _____
Email Address: _____	Email Address: _____

Section II

CONTRACT INFORMATION:

Indicate the person (s) authorized to: sign contracts, request contract price increases, or other contract-related documents. A copy of your corporate resolution may be acceptable for Section II.

1. Printed Name of Signatory: _____	2. Printed Name of Signatory: _____
Corporate Title: _____	Corporate Title: _____
Tel. No.: _____	Tel. No.: _____
Fax No.: _____	Fax No.: _____
Email: _____	Email: _____

Section III

SALES CONTACT (Person who end users will contact for product information and pricing quotes)

Contact Name: _____	Title: _____
Address: _____	
Street	City State Zip
Telephone No.: _____	Fax No.: _____
Mobile No.: (optional) _____	Email: _____

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

FORM CIQ

This questionnaire reflects changes made to the law by H.B. 23, 84th Leg., Regular Session.

This questionnaire is being filed in accordance with Chapter 176, Local Government Code, by a vendor who has a business relationship as defined by Section 176.001(1-a) with a local governmental entity and the vendor meets requirements under Section 176.006(a).

By law this questionnaire must be filed with the records administrator of the local governmental entity not later than the 7th business day after the date the vendor becomes aware of facts that require the statement to be filed. See Section 176.006(a-1), Local Government Code.

A vendor commits an offense if the vendor knowingly violates Section 176.006, Local Government Code. An offense under this section is a misdemeanor.

OFFICE USE ONLY

Date Received

1 Name of vendor who has a business relationship with local governmental entity.

2 **Check this box if you are filing an update to a previously filed questionnaire.** (The law requires that you file an updated completed questionnaire with the appropriate filing authority not later than the 7th business day after the date on which you became aware that the originally filed questionnaire was incomplete or inaccurate.)

3 Name of local government officer about whom the information is being disclosed.

 Name of Officer

4 Describe each employment or other business relationship with the local government officer, or a family member of the officer, as described by Section 176.003(a)(2)(A). Also describe any family relationship with the local government officer. Complete subparts A and B for each employment or business relationship described. Attach additional pages to this Form CIQ as necessary.

A. Is the local government officer or a family member of the officer receiving or likely to receive taxable income, other than investment income, from the vendor?

Yes No

B. Is the vendor receiving or likely to receive taxable income, other than investment income, from or at the direction of the local government officer or a family member of the officer AND the taxable income is not received from the local governmental entity?

Yes No

5 Describe each employment or business relationship that the vendor named in Section 1 maintains with a corporation or other business entity with respect to which the local government officer serves as an officer or director, or holds an ownership interest of one percent or more.

6 Check this box if the vendor has given the local government officer or a family member of the officer one or more gifts as described in Section 176.003(a)(2)(B), excluding gifts described in Section 176.003(a-1).

7

Signature of vendor doing business with the governmental entity

Date

CONFLICT OF INTEREST QUESTIONNAIRE

For vendor doing business with local governmental entity

A complete copy of Chapter 176 of the Local Government Code may be found at <http://www.statutes.legis.state.tx.us/Docs/LG/htm/LG.176.htm>. For easy reference, below are some of the sections cited on this form.

Local Government Code § 176.001(1-a): "Business relationship" means a connection between two or more parties based on commercial activity of one of the parties. The term does not include a connection based on:

- (A) a transaction that is subject to rate or fee regulation by a federal, state, or local governmental entity or an agency of a federal, state, or local governmental entity;
- (B) a transaction conducted at a price and subject to terms available to the public; or
- (C) a purchase or lease of goods or services from a person that is chartered by a state or federal agency and that is subject to regular examination by, and reporting to, that agency.

Local Government Code § 176.003(a)(2)(A) and (B):

(a) A local government officer shall file a conflicts disclosure statement with respect to a vendor if:

(2) the vendor:

(A) has an employment or other business relationship with the local government officer or a family member of the officer that results in the officer or family member receiving taxable income, other than investment income, that exceeds \$2,500 during the 12-month period preceding the date that the officer becomes aware that

- (i) a contract between the local governmental entity and vendor has been executed;
- or
- (ii) the local governmental entity is considering entering into a contract with the vendor;

(B) has given to the local government officer or a family member of the officer one or more gifts that have an aggregate value of more than \$100 in the 12-month period preceding the date the officer becomes aware that:

- (i) a contract between the local governmental entity and vendor has been executed; or
- (ii) the local governmental entity is considering entering into a contract with the vendor.

Local Government Code § 176.006(a) and (a-1)

(a) A vendor shall file a completed conflict of interest questionnaire if the vendor has a business relationship with a local governmental entity and:

- (1) has an employment or other business relationship with a local government officer of that local governmental entity, or a family member of the officer, described by Section 176.003(a)(2)(A);
- (2) has given a local government officer of that local governmental entity, or a family member of the officer, one or more gifts with the aggregate value specified by Section 176.003(a)(2)(B), excluding any gift described by Section 176.003(a-1); or
- (3) has a family relationship with a local government officer of that local governmental entity.

(a-1) The completed conflict of interest questionnaire must be filed with the appropriate records administrator not later than the seventh business day after the later of:

(1) the date that the vendor:

- (A) begins discussions or negotiations to enter into a contract with the local governmental entity; or
- (B) submits to the local governmental entity an application, response to a request for proposals or bids, correspondence, or another writing related to a potential contract with the local governmental entity; or

(2) the date the vendor becomes aware:

- (A) of an employment or other business relationship with a local government officer, or a family member of the officer, described by Subsection (a);
- (B) that the vendor has given one or more gifts described by Subsection (a); or
- (C) of a family relationship with a local government officer.

CERTIFICATE OF INTERESTED PARTIES – FORM 1295

Certificate of Interested Parties (Form 1295 – must be filled out electronically with the Texas Ethics Commission’s online filing application, printed out, signed, notarized, and attached to proposal in the response - Section TAB A)

H-GAC is required to comply with House Bill 1295, which amended the Texas Government Code by adding Section 2252.908, Disclosure of Interested Parties. Section 2252.908 prohibits H-GAC from entering into a contract resulting from this RFP with a business entity unless the business entity submits a Disclosure of Interested Parties (Form 1295) to H-GAC at the time business entity submits the signed contract. The Texas Ethics Commission has adopted rules requiring the business entity to file Form 1295 electronically with the Texas Ethics Commission. The following **definitions** apply:

- (1) **“Business Entity”** means an entity recognized by law through which business is conducted, including a sole proprietorship, partnership, or corporation. TEX. GOV’T CODE § 2252.908(1).
- (2) **“Interested Party”** means a person:
 - a) who has a controlling interest in a business entity with whom H-GAC contracts; or
 - b) who actively participates in facilitating the contract or negotiating the terms of the contract, including a broker, intermediary, adviser, or attorney for the business entity. TEX. GOV’T CODE § 2252.908(3).
- (3) **“Controlling interest”** means:
 - a) an ownership interest or participating interest in a business entity by virtue of units, percentage, shares, stock, or otherwise that exceeds 10 percent;
 - b) membership on the board of directors or other governing body of a business entity of which the board or other governing body is composed of not more than 10 members; or
 - c) service as an officer of a business entity that has four or fewer officers, or service as one of the four officers most highly compensated by a business entity that has more than four officers. *Subsection (c) does not apply to an officer of a publicly held business entity or its wholly owned subsidiaries.* TEX. ETHICS COMM. RULE 46.3(c).
- (4) **“Intermediary”** means a person who actively participates in the facilitation of the contract or negotiating the contract, including a broker, adviser, attorney, or representative of or agent for the business entity who:
 - a) receives compensation from the business entity for the person’s participation;
 - b) communicates directly with the governmental entity or state agency on behalf of the business entity regarding the contract; and
 - c) is not an employee of the business entity. TEX. ETHICS COMM. RULE 46.3(e).

As a “business entity,” all vendors must:

- (1) **complete Form 1295 electronically** with the Texas Ethics Commission using the online filing application, which can be found at https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm
 - **All vendors must complete Form 1295, even if no interested parties exist**
 - In Section 2, insert “Houston-Galveston Area Council”
 - In Section 3, insert the H-GAC RFP # for this proposal
- (2) **print a copy of the completed form** (make sure that it has a computer-generated certification number in the “Office Use Only” box)
- (3) have an authorized agent of the business entity **sign the form**
- (4) **notarize the form**
- (5) **submit** the completed, signed, notarized Form 1295, with the certification of filing, by **attaching the form to your proposal in Section TAB A**

H-GAC must acknowledge the receipt of the filed Form 1295 by notifying the Texas Ethics Commission of the receipt of the filed Form 1295 no later than the 30th day after receipt by H-GAC. After H-GAC acknowledges the Form 1295, the Texas Ethics Commission will post the completed Form 1295 to its website with seven business days after receiving notice from H-GAC.

CERTIFICATE OF INTERESTED PARTIES

FORM 1295

Complete Nos. 1 - 4 and 6 if there are interested parties. Complete Nos. 1, 2, 3, 5, and 6 if there are no interested parties.	OFFICE USE ONLY
1 Name of business entity filing form, and the city, state and country of the business entity's place of business.	
2 Name of governmental entity or state agency that is a party to the contract for which the form is being filed.	

3 Provide the identification number used by the governmental entity or state agency to track or identify the contract, and provide a description of the services, goods, or other property to be provided under the contract.

4 Name of Interested Party	City, State, Country (place of business)	Nature of Interest (check applicable)	
		Controlling	Intermediary

5 Check only if there is NO Interested Party.

6 AFFIDAVIT I swear, or affirm, under penalty of perjury, that the above disclosure is true and correct.

Signature of authorized agent of contracting business entity

AFFIX NOTARY STAMP / SEAL ABOVE

Sworn to and subscribed before me, by the said _____, this the _____ day of _____, 20____, to certify which, witness my hand and seal of office.

Signature of officer administering oath Printed name of officer administering oath Title of officer administering oath

ADD ADDITIONAL PAGES AS NECESSARY

House Bill 89 Verification Form

Prohibition on Contracts with Companies Boycotting Israel

The 85th Texas Legislature approved new legislation, effective Sept. 1, 2017, which amends Texas Local Government Code Section 1. Subtitle F, Title 10, Government Code by adding Chapter 2270 which states that a governmental entity may not enter into a contract with a company for goods or services unless the contract contains a written verification from the company that it:

- 1) does not boycott Israel; and
- 2) will not boycott Israel during the term of the contract

Pursuant to Section 2270.001, Texas Government Code:

1. "Boycott Israel" means refusing to deal with, terminating business activities with, or otherwise taking any action that is intended to penalize, inflict economic harm on, or limit commercial relations specifically with Israel, or with a person or entity doing business in Israel or in an Israeli-controlled territory, but does not include an action made for ordinary business purposes; and
2. "Company" means a for-profit sole proprietorship, organization, association, corporation, partnership, joint venture, limited partnership, limited liability partnership, or any limited liability company, including a wholly owned subsidiary, majority-owned subsidiary, parent company or affiliate of those entities or business associations that exist to make a profit.

I, (authorized official) _____,
do hereby depose and verify the truthfulness and accuracy of the contents of the statements submitted on this certification under the provisions of Subtitle F, Title 10, Government Code Chapter 2270 and that the company named below:

- 1) does not boycott Israel currently; and
- 2) will not boycott Israel during the term of the contract; and
- 3) is not currently listed on the State of Texas Comptroller's Companies that Boycott Israel List located at <https://comptroller.texas.gov/purchasing/publications/divestment.php>

Company Name

Signature of Authorized Official

Title of Authorized Official

Date



CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.: AM10-20

Date Prepared: 04/27/23

*This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents **MUST** be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.*

Buying Agency:	County of Fluvanna (VA)	Contractor:	Atlantic Emergency Solutions
Contact Person:	Kristina Hofmann	Prepared By:	Jeff Hawkins
Phone:	434-977-4507	Phone:	804-366-9814
Fax:		Fax:	
Email:	khofmann@fluvannacounty.org	Email:	hawkins@atlanticemergency.com

Product Code:	AM20XA09	Description:	Ultramedic I, 168" X 96", PT, Ford F450 (4 x 2), w/Air Ride
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract:	\$240,050.00
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B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
See attached sheet			
Subtotal From Additional Sheet(s):			\$143,071.00
Subtotal B:			\$143,071.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$0.00
Subtotal C:			\$0.00

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 0.00%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)	Quantity Ordered: 1	X Subtotal of A + B + C:	383121	=	Subtotal D:	\$383,121.00
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E. H-GAC Order Processing Charge (Amount Per Current Policy)	Subtotal E:	\$2,000.00
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F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation			
Description	Cost	Description	Cost
Preferred Customer Discount	-\$55,621.00		
Subtotal F:			-\$55,621.00

Delivery Date: 33 months	G. Total Purchase Price (D+E+F):	\$329,500.00
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Pulse Number	Qty	Description	Published Options	Unpublished Options
RR-4	1	Rear Suspension - Liquid Spring	\$16,170.00	
RR-5	1	Front Suspension - Liquid Spring	\$9,900.00	
RR-9	1	4x4 Chassis, ILO 4x2	\$4,706.00	
RR-8	1	Front Bumper Replacement	\$5,808.00	
RR-12	1	Running Boards, Diamond Plate with Grip Strut	\$485.00	
RR-27	1	Drop Curbside Forward Body Skirt	\$2,476.00	
RR-28	1	Drop Streetside Forward Body Skirt	\$2,476.00	
RR-30	1	72" Headroom, ILOS	\$1,914.00	
RR-39	1	Power Door Locks - Module Entry Doors	\$1,618.00	
RR-40	1	Stealth/hidden switch for door locks	\$134.00	
RR-47	1	Window - Side Entry Door, Slider - Limo Tint	\$842.00	
RR-49	1	Window - Side Entry Door, Fixed - Limo Tint	\$842.00	
RR-52	1	Rear Bumper - Recessed 9" Pocket, Flip-up	\$608.00	
RR-56	1	Dock Bumpers (Pair)	\$132.00	
RR-60	1	Crawl Through Opening	\$2,046.00	
RR-65	1	Compartment Floor Matting	\$528.00	
RR-66	5	Exterior Shelf	\$1,450.00	
RR-67	1	Exterior Divider	\$311.00	
RR-68	1	Power Door Locks - Exterior Compartments	\$1,782.00	
RR-69	1	LED Compartment Door Flashers (each)	\$324.00	
RR-70	1	Compartment Lights - LED	\$2,014.00	
RR-76	1	Flooring, Lonplate I/II	\$760.00	
RR-84	2	Entry Grab Handle, Interior	\$596.00	
RR-102	1	Storage, Resessed (2) O2 Brackets - Open, Head of Squad Bench	\$726.00	
RR-103	1	Cabinet - Upper Squad Bench, 72" Headroom ONLY	\$1,296.00	
RR-106	1	A-Bar with sharps and waste at head of Sq Bench	\$1,122.00	
RR-108	1	Glove Butler - Over Curbside Entry	\$882.00	
RR-138	2	Restocking Cabinet Doors	\$548.00	
RR-139	1	Squad Bench & Lower Left, Full Height Brushed Stainless Kickpanels	\$878.00	
RR-166	2	Outlet, Dual USB Port, 5VDC, 2.1Amp output, IATS	\$796.00	
RR-167	2	Cup Holder in Console	\$850.00	
RR-191	1	LED Scene and Load Lights	\$5,082.00	
RR-194	1	Front LED Scene / Load Light	\$2,970.00	
RR-196	1	Underbody lighting, LED	\$2,376.00	
RR-197	1	Running Board Lighting, LED	\$502.00	
RR-212	1	Dome Lighting - LED	\$3,696.00	
RR-214	1	LED Stepwell Light	\$509.00	
RR-217	1	Attendant Light - LED	\$390.00	
RR-223	1	Shore Inlet - Kussmaul Super Auto-Eject, 20Amp	\$773.00	
RR-226	1	Additional Kussmaul Super Auto-Eject, 30Amp IATS	\$1,346.00	
RR-228	2	Shoreline Indicator Light	\$700.00	
RR-231	1	Inverter Charger - Vanner 1050W, Indicator on Console	\$3,630.00	
RR-242	1	HVAC Aux Front Wall COOLBAR 110/12V combo unit	\$10,924.00	
RR-259	1	Stryker Power Load System	\$32,340.00	
RR-280	2	O2 Cylinder Holder - (1) Zico QR-D-2 Strapless "D" Bracket	\$1,288.00	
RR-314	1	Rear Chevron - DOT High Reflective Style	\$4,852.00	
RR-315	1	Roof Star, Installed	\$271.00	
RR-316	1	Custom Lettering/Graphics	\$6,402.00	

Base Bid	\$240,050.00	
Published Options	\$143,071.00	
Total Published Options	\$143,071.00	
Unpublished Options	\$0.00	0.00%
Total Options w/o HGAC Fee	\$143,071.00	



Change Order

Atlantic Emergency Solutions
 13051 Redwater Drive
 Chester, VA 23836
 Phone: (***) ***-**** / (804) 366-9814 - Cell
 Fax: (***) ***-****
 Salesman: **Jeff Hawkins**
 E-Mail: jhawkins@atlanticemergency.com
 URL: www.atlanticemergency.com

DATE	5/3/2023
JOB NO.	609825
CHASSIS:	Ford
MODEL:	F-550 4x4

SOLD TO:
Lake Monticello Volunteer Rescue Squad
 14 Slice Road
 Palmyra, VA 22963

SHIPPED TO:
 Atlantic Emergency Solutions
 13051 Redwater Drive
 Chester, VA 23836

QUANTITY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1	ADD	Recessed sharps container below action area counter		\$350.00
1	ADD	Black grip tape on stepping surface at CPR seat notch out		\$25.00
1	ADD	Black grip tape on stepping surface at squad bench seat notch out		\$25.00
1	CHANGE	Streamlight Fire Vulcan flashlights to be LED model		\$516.00
1	DELETE	Technimount ProSeries 40 defibrillator bracket		(\$1,621.00)
1	ADD	Ferno M-200 defibrillator bracket		\$1,198.00
1	ADD	Hubbell BD-03 Balancer in Compartment #1 for O2 hose retraction		\$371.00
1	ADD	Federal Q2B electro-mechanical siren on front bumper		\$3,238.00
1	ADD	(2) heavy-duty rubber dock bumpers to protect Q2B siren		\$627.00
1	DELETE	RAM Pedestal Mount and Docking Station		(\$3,159.00)
				\$0.00
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QUOTATION

Lake Monticello Volunteer Rescue Squad
 John Lye
 14 Slice Road
 Palmyra, VA 22963

Atlantic Emergency Solutions
 Jeff Hawkins
 13051 Redwater Drive
 Chester, VA 23836
 MJP

Rev. Date: 09/15/2022
Quote No: PINKED-0000
Job/Order No: 609825
 09/15/2022 09:33:17

WO#: 609825

Page 1

PART NO	S	DESCRIPTION	QTY	REF. NO
== RR-Road Rescue Boilerplate - 1.016 10/28/21 ==				
ORDER COORDINATOR				
00-00-0016		Order Coordinator - Mitchell Pettis- (X-220)	1	BID INFORMATION
INFORMATION				
00-01-0999		RR, Information - Scope, Purpose and Classification	1	
WARRANTY				
00-02-8100		RR, Warranty, Documentation	1	
00-02-8200		RR, Warranty, Module Structural	1	00.02.8200-14
00-02-8300		RR, Warranty, Electrical, Standard System	1	00.02.8300-14
00-02-8400		RR, Warranty, Paint	1	0599997-14
00-02-8500		RR, Warranty, Conversion	1	00.02.8500-14
== RR- Type 1 - UM 170" Module - 1.016 10/28/21 ==				
00-05-0103		RR, This unit built in accordance with KKK-A-1822-F CN 10 Cabinet Requirements	1	
		This unit as specified meets all requirements of KKK-A1822-F Change notice 10.		
		All cabinets shall be labeled as to their capacity Rating.		
01- CHASSIS REQUIREMENTS				
FORD CHASSIS				
01-01-2614	S	RR, 2022 Ford F550, XLT 4X4, 193" W/B, 19,500 GVWR (Special Order)	1	1.1.2611
		2023 Ford F-550 4x4 Diesel, 193" WB, 19,500 GVW chassis w/OEM aluminum wheels		
		Autothrottle OEM Ford		
		Alternator OEM Ford		
		Mirrors, OEM, Heated/Remote		
		Cab seats OEM Captains chairs(no armrests)		
		New for 2020- Sync 3		
		-Enhanced voice recognition communication and entertainment system		
		- 8" LCD Capacitive Touchscreen in center stack w/swipe Capability		
		- Pinch to Zoom capability		
		-AppLink		
		- 911 assist		
		- Apple carPlay and Andriod Auto		
		- Smart-charging USB-C Port		
01-02-0100		Domestic Chassis	1	
CHASSIS OPTIONS				
ALTERNATORS				
01-03-1001		Alternator - Standard OEM	1	9980003

PART NO	S	DESCRIPTION	QTY	REF. NO
SUSPENSION				
01-07-0120		RR, Front Suspension, Ford F-Series (4x4)	1	
01-07-1009		RR, Front Sway Bar, OEM	1	
01-07-8007		RR, Rear Suspension, Liquid Spring- 2017+ F550, 19,500 GWV Dump feature to be activated by the left rear entry door being opened.	1	1.7.8018
		The rear suspension shall only lower the module when the vehicle is in neutral or park and the parking brake is set.		
01-07-9025	S	Dump W/Enable SW moved to Curbside Rear Wall, For Suspension Dump feature to be activated by the left rear entry door. With the enable switch in the "on" position. Switch to be mounted on the curbside rear wall as shown in the CA drawings. When enable switch is de-activated the dump will not work. Ignition switch hot, std.	1	1.7.21.0
		Liquid spring control panel installed on the driver's side of the console as shown in the CA drawings.		
		Safety Triggers: (1) Dump switch to be 'on' position (2) Vehicle Must be in Park (3) Emergency Brake must be set (4) Module is to be in the 'On' position (5) Open Street side rear entry door (6) #1 compt door closed due to electric O2.		
HIGH IDLE				
01-17-49SR	U	Front Suspension - Liquid Spring- 2017+ F550, 19,500 GVW SR #2021633F	1	10568576
		FFS70F for front suspension of 2022 F550		
		Dump feature to be activated by the left rear entry door, and the side entry door. With the enable switch in the "on" position. Switch to be mounted on the curbside rear wall as shown in the CA drawings. When enable switch is de-activated the dump will not work. Ignition switch hot, std.		
		Liquid Spring controller located at the front of the console, forward facing toward the driver's side.		
		Label must be provided for Rear suspension.		
		Safety Triggers: (1) Dump switch to be 'on' position (2) Vehicle Must be in Park (3) Emergency Brake must be set (4) Module is to be in the 'On' position (5) Open Street side rear entry door (6) #1 compt door closed due to electric O2.		
FRONT END ALIGNMENT				
01-17-7501		Front End Alignment, None- QC Check -Standard	1	
CAB EXTERIOR OPTIONS				
OUTSIDE REAR VIEW MIRRORS				
01-20-0100		RR, Mirrors, OEM Standard	1	
01-20-SR01	U	Bumper/Brush Guard, Buckstop Classic II, Black SR#2022083F	1	10872539
		Buckstop Classic II Bumper/Grille Guard Black Hamertone- Semi Gloss		

PART NO	S	DESCRIPTION	QTY	REF. NO
		(2) square holes for the FedSig #ES100 Siren Speakers in the outboard location of the angled portion		
		(2) holes for the 7" round Hella fog lights inboard of the ES100 speakers.		
		(2) holes for the air horns outboard		
		(1) Q2B cutout centered on the bumper		
		This option does not include fog lights, siren speakers, Q2B or air horns.		
01-20-SR02	U	Mud Flaps, Additional Pair SR#2021633F	1	10481250
		Additional pair of mud flaps to be installed at rear of chassis running boards.		
01-20-SR03	U	Dock bumpers, Installed on Buckstop bumper SR#2021633R-1	1	10802027
		Dock bumpers, EXTR-311978, to be vertically installed on the front bumper on each side of the Q2B siren head. Installation to include Custom Fabricated Brackets, coated with black polyurethane lining.		
		The brackets will be attached to the bumper with the dock bumpers attached to the brackets.		
		Dock bumpers shall protrude out slightly beyond the siren to protect it from damage. Engineering to design bracket for dock bumper for buckstop bumper for appropriate build out / height.		
RR-CAB INTERIOR OPTIONS				
01-21-3500		RR, Insulation, Cab, Thinsulate in Cab Ceiling (STANDARD)	1	1.21.35.0
01-21-4400		RR, Cab Seats, OEM Re-upholster w/ Heavy Grade Vinyl OEM seats to be reupholstered with heavy grade vinyl to match switch console and OEM dashboard.	1	1.21.44.1
RR-SAFETY OPTIONS				
RR-TIRES / WHEELS				
01-23-4100		RR, Spare Tire Bracket, Delete Spare tire will be shipped loose.	1	
01-23-4802		RR, Tire Chains, On-Spot for Ford F450/550 w//Liquid Spring Suspension The chassis shall be equipped with "On-Spot" automatic tire chains with compressor. The actuator switch shall be located on the driver's console and shall include a mechanical switch guard. The system compressor shall be mounted in the #2 compartment and will be provided with a metal cover. The cover shall be constructed to provide both protection and adequate venting for heat dissipation.	1	1.23.48.2
WHEEL COVERS				
BASE CONVERSION				
01-45-0608	S	RR, Conversion, Ultramedic, Type 1, 170 Module, Ford 21-4	1	
02 - MODULE REQUIREMENTS				
02-01-1008		RR, Ultramedic, 170"L x 96"W Type 1 Module Ultramedic I - 170"L x 96"W Type I Aisle width to be 46". The interior headroom shall be 72"	1	2.1.7003.0
02-01-2100		RR, Interior Headroom, 72"	1	
02-01-9622		RR, Aisle Space, 46" , Ultramedic I	1	
MATERIALS				

PART NO	S	DESCRIPTION	QTY	REF. NO
02-02-0070		RR, Sub floor Materials, 2" Thick	1	
02-02-0120		RR, Type I & Type III, Interior Materials	1	
02-02-1000		RR, Type I & Type III, Materials	1	
03 - MODULE EXTERIOR UNDERCOATING				
03-02-0200		RR, Undercoating Module (STANDARD)	1	3.2.2.0
EXTERIOR MODULE CONSTRUCTION				
03-03-0005		RR, Exterior Module Construction Specifications	1	
03-03-1400		RR, Module Roof Radius, 3" High (STANDARD)	1	
03-03-1500		RR, Extreme Bonding Tape (STANDARD)	1	
03-03-1600		RR, Sub-floor Gusset Supports (STANDARD)	1	
03-03-1700		RR, One Piece Side Body Panels (STANDARD)	1	
03-03-1800		RR, Reinforce Rear Header (STANDARD)	1	
03-03-1900		RR, Single Sheet Module Roof Sheet (STANDARD)	1	
DROP SKIRTS				
03-03-2010		RR, Drop Curbside Fwd Body Skirt, 5", Add Double Step, Light Duty Chassis Drop Curbside Forward Body Skirt, Add Double Step ahead of the Curbside Wheelwell - Drop curbside forward body skirt a total of 5 Inches lower than the rearward skirt. (Ulramedic, Promedic only)	1	3.3.20.0
03-03-2110		RR, Drop Street side Fwd Body Skirt, 5", Light Duty Chassis	1	3.3.21.0
03-03-3500		RR, Minimize the Height of the Wheel Well Minimize the height of the street side and curb side wheel wells to accommodate recessed notches in the CPR seat and squad bench areas.	1	
FUEL FILLS & SPLASH PLATE				
03-03-8005		RR, Housing Fuel Fill, Pocket, Square	1	3.3.80.5
DEF FILL HOUSING AND SPLASH PLATE				
03-03-8402		RR, DEF Fill, Housing, For Ford F series	1	3.3.84.1
SUB-FLOOR SYSTEM				
03-04-0140	S	RR, Composite Floor Pan	1	
03-04-0160		RR, Composite Floor Material	1	
03-04-1700		RR, Sub-Floor Assembly, Installation	1	
03-04-1800		RR, Sub-Floor Assembly, 1/8" PVC	1	
MODULE ENTRANCE				
03-05-0100		RR, Module Access, CS Door standard location	1	
03-05-SR02	U	Door Strap, Heavy Duty Nylon, Curbside Entry Door SR#2021633F A nylon strap will be mounted at the bottom of the curbside module entry door to prevent over-extension.	1	10182834
03-06-0100		RR, Entry Doors, Hidden Hinge, Seal on Door ,W/Push Button Fail Safe Latching This includes the Fail Safe Latching mechanisms on all three entrance doors.	1	3.6.40.0
03-06-0700		RR, Hold Open Rear Door, Polished Cast Aluminum, Pin & Slot Style	1	3.6.7.0
03-06-0800		RR, Hold Open, Curb Side Entry Door, Heavy Duty Gas Spring Curbside Door Restraint - Heavy Duty gas spring hold opens. - Attached by 1/4" x 20 SS Machine Screws with 1/4" x 20 Nut Inserts into Corner Gusset in Door Side entrance door to open to 90+ degrees. (STANDARD)	1	3.6.8.0

PART NO	S	DESCRIPTION	QTY	REF. NO
03-06-1013		RR, Entry Door Handles, Trimark Logo Chrome/Black (Interiors Located top of door) ***** Relocate the Standard Interior Side and Rear Entrance Door Paddle Handles and Lock Boxes to the TOP of the doors. With Push button Emergency Release top and bottom of each door.	1	3.6.80.0
03-06-1059		RR, Safety Walk Grip on Exterior Door Paddle Latches.	1	3.6.48.0
03-06-1700		RR, Door Lubrication, Paddle Handles and Latches (STANDARD) Lubricate all Door Hardware - All paddle handles, latches, rods and springs shall be lubricated prior to delivery.	1	
03-06-2201		RR, Magnetic Entry Door Switches (STANDARD)	1	3.6.22.0
03-06-2202		RR, Door Panel Mounting Screws (STANDARD)	1	
03-06-4200		RR, Coil Cords for Electrical Circuits (STANDARD)	1	
03-06-6065		RR, Power Door Locks, Module Entry Doors, w/Hidden Switch Install power door locks in side and rear entrance doors. Includes (2) lock/unlock switches, one at curbside medical device rail and one at the curbside rear wall above the dump switch. Also includes (1) hidden switch in Curbside Chassis Grille for unlock function only. System will be tied to OEM chassis power locks so that both systems operate as one. Does not include wireless remote.	1	3.6.66.0
03-06-6105		RR, Intermotive Door Lock Module for F series, OEM to operate Mod Locks	1	3.6.6105
03-06-8010		RR, Inner Door Panel - Stainless Steel, Two Piece (STANDARD)	1	3.6.15.0
03-06-8011		RR, Lock Boxes, White Diamond Grade	1	3.6.40.1
SIDE DOOR STEP				
03-08-2000		RR, Dual Side Entry Step Well, Increased Depth, Lower Grip, Upper Diamond Plate Increase the depth of stepwell inboard as far as sub structure permits. Side surfaces to be Diamond Plate. Step surface to be a combination of NFPA Diamond Plate and removable 9" Grip Strut insert. The Diamond Plate section of the floor to be supported with rigid foam floor insulation in the same manner as the module floor. The lower step with grip strut will include a drain hole with plug. The second step to be fabricated of NFPA Diamond Plate and installed so that the step surface is midway between the stepwell floor surface and the module floor surface making two equal steps into the vehicle.	1	3.8.20.0
03-08-3010		RR, Light, Side Entry Step well, LED, Whelen OS Mini, Clear	1	3.8.5.0
WINDOWS				
03-09-0030		RR, Module Window Requirements	1	
WINDOW- Side Entry Door				
03-09-1130		RR, Window, Side Entry Door, 18X18, Slider - Limo Tint	1	3.9.11.3
WINDOW - Rear Entry Doors				
03-09-1230		RR, Window, Rear Entry Doors, (2) 18 x 24, Fixed, Limo Tint	1	3.9.12.3
MODULE TO CHASSIS MOUNTING SYSTEM				
03-10-1100		RR, Module to chassis mounting system, Additional Duty Type 1 (12)	1	3.10.5000
03-11-2000		RR, Bellows, Connecting, Type I	1	
REAR BUMPER AND REAR STEP CONSTRUCTION				
03-12-1800		RR, Rear Bumper, Recessed 9" Pocket, Flip-up	1	3.12.18.0
03-12-3120		RR, Bumper Pods, NFPA Diamond Plate (UM & UM-150)	1	3.12.10.2
03-12-4210		RR, Whelen, Pair OS Mini In Bumper Pocket Install (2) Whelen OS Mini (white LED) marker lights to illuminate the rear bumper step. Lights shall be located on the inside opposing faces of the bumper pocket. Lights shall turn ON when the curbside rear entry door is open.	1	3.12.42.1

PART NO	S	DESCRIPTION	QTY	REF. NO
03-12-5010		RR, Rear Dock Bumpers, Black Rubber, 2.5"H x 16"W	1	3.12.50.1
03-12-5600		RR, Tow Eyes, Rear Chrome with 6" x 6"x 6" Deep Box Mounted to Steel Reinforcement Plate bolted to the OEM Chassis Frame Rails. Tow Eyes to be Recessed In Rear Kick Panel in cast aluminum box's that are 6" x 6" x 6" deep. (Ultramedic, Promedic Only)	1	3.12.56.0
INSULATION				
03-13-2220		RR, Whisper Quiet, Sound Dampening/Thermal Insulation Package (UM) Whisper Quiet - Sound Dampening/Thermal Insulation Package. (ULTRAMEDIC AND PROMEDIC) Spray foam underbody insulation prior to undercoat application, full subfloor coverage where applicable. Includes curbside step well area.	1	3.13.22.0
ELECTROLYSIS PREVENTION				
03-14-4000		RR, Electrolysis Prevention, Fluid Film Fluid Film is used at Every Point Where the Mounting Process has the Propensity to Break Paint (STANDARD)	1	
COMBINATION RUB RAIL AND FENDER RING				
03-15-5511	S	RR, Lighting LED Strip, Kinequip, In ILO Crash Rail Install horizontal LED rub rail lighting on fore and aft of each rear wheel well cutout on both sides of the module. This does not include the fender rings. LED Color: RED/WHITE. FLASHING FUNCTIONALITY: The RED/WHITE LED's are to fast flash alternately RED then WHITE and will come on with 'Master Emergency' and also include a cut-out switch labeled 'RUB RAIL C/O' in the front switch panel. The cut-out switch will disable the RED/WHITE when alternate flashing. When placed in park the flashing RED/WHITE LED's will continue to flash as long as master emergency is enabled. STEADY BURN FUNCTIONALITY: The WHITE LED's are to steady burn to act as courtesy/perimeter lighting when vehicle is in 'Park' and module power is 'On' for a period of 29 seconds and also include a switch labeled 'Ground Light' in the front switch panel to activate when vehicle is in 'Park' and module power is 'On'. To also activate when a corresponding compartment door or entry door is opened and illuminate the ground area below the vehicle. - If the rear entry doors are open the rear most rub rail lights on both sides of the module will light. - If the #1 or #2 exterior compartment door is opened the forward street side rub rail will light. - If the #4 compartment door is opened the rear street side rub rail will light. - If the #6 compartment door is opened the rear curb side rub rail will light. - If the curbside entry or the #8 exterior compartment door is opened the forward curb side rub rail will light. When the vehicle is placed in gear the courtesy/perimeter lights will auto cut-out.	1	10170082
03-15-5513		RR, Kinequip Crash Rail Lts, Mount in "C" Channel	1	3.15.5511MT
03-15-6500		RR, Rub Rail, Skirt Line, Extruded Anodized 3" C Channel ILO Rubber	1	3.15.65.0
03-15-8200		RR, Rubber Fender Flare Install black flexible rubber fender flare ILOS fender rings. Fasteners shall	1	3.15.82.0

PART NO	S	DESCRIPTION	QTY	REF. NO
		be 1/4-20 bolts with fender washers and nylock nuts.		
SPLASH GUARDS AND RUNNING BOARDS				
03-16-1526		RR, Running Board w/ 7" Grip Strut Inserts, 2017+ F series Type I	1	3.16.31.21
03-16-1800		RR, Mud Flaps, Rear, Black w/ Road Rescue Logo Heavy Duty Rubber Mud Flaps w/ RR Logo - Heavy Duty Rubber Mud Flaps to be bolted to the wheel liner behind the rear duals with 1/4" x 20 Stainless Steel bolts, washer and nylon locknut for ease of maintenance and repair (STANDARD)	1	3.16.18.0
03-17-1000		RR, Drip Rails Polished Aluminum Drip Rails - Above All Doors, Entry and Compartment (Standard)	1	
03-18-1000		RR, Wheel well liners Aluminum Wheelwell Liners - Extending to Bottom of Skirt (Standard)	1	
CAB TO MODULE ACCESS				
03-19-1116		RR, Crawl Thru, Opening (Cab Height), Type I	1	3.19.12.0
03-19-1121		RR, Cab to Module, Fluid Dam Cab to Module Fluid Dam - A formed fluid dam, 4" tall to be installed below the cab to module walk through door to prevent fluids from contaminating the cab. The floor and fluid dam to be fully sealed. (STANDARD)	1	3.19.21.0
03-19-1123		RR, Cab to Module, Crawl Through Door	1	3.19.23.0
LICENSE PLATE HOLDER				
03-20-0550		RR, Rear License Holder Location, Center Recessed in Bumper Pocket	1	3.20.5.5
EXTERIOR COMPARTMENT CONSTRUCTION				
04-01-0100		RR, Exterior Compartment Construction, Heavy Duty	1	
04-01-3000		RR, Door Sill Protection, Stainless Steel. Door Sill Protection - Install Stainless Steel sill protector on lower edge of all door frames to prevent paint damage. (STANDARD)	1	
EXTERIOR COMPARTMENT SUPPLIMENTAL VENTING				
04-01-6100		RR, Seadog Stainless Steel Transom Vent (1) Specify Location (2) Cabinet U8, (1) on each door face. Each door on Cabinet U8 shall be vented with (1) Seadog 331390 stamped 304 stainless steel louvered vent. These louvered vents are designed to promote air circulation and prevent mold, mildew, and unpleasant odors. Constructed of corrosion resistant stamped 304 stainless steel. Installs with #6 RH fasteners per Seadog recommendation.	2	4.1.61.0
EXTERIOR COMPARTMENT DOORS				
04-02-0100		RR, Compartment Door, Hidden Hinge, Seal on Door (UM)	1	4.2.100
04-02-0715		RR, Compartment Handles, Exterior, TriMark Logo Chrome/Black (UM) TriMark Two-Point Cast w/Polished Chrome Paddle Handle and Housing, Locking and Non-Locking, with floating cam - Mounted in CNC Cut Opening in Each Compartment Door Skin w/OEM Clamp Assembly. (STANDARD ULTRAMEDIC)	1	
04-02-0741		RR, Compartment Handle, TriMark Logo Chrome/Black, Paddle, Street side, locking For single doors or Leading doors on Compartments #1,#2 and #4.	3	4.2.7.41
04-02-0746		RR, Compartment Handle, TriMark Logo Chrome/Black, Paddle, Street side, Non-Lock	1	4.2.7.46

PART NO	S	DESCRIPTION	QTY	REF. NO
		For Trailing doors on the street side. Compartments #2 or #4.		
04-02-0751		RR, Compartment Handle, TriMark Logo Chrome/Black, Paddle, Curbside, locking For single doors or Leading doors on the curbside Compartments #6, #6.5 & #8	3	4.2.7.51
04-02-0759		RR, Compartment Handle, TriMark Logo Chrome/Black, Paddle, Top hinged, Locking For compt #2.5	1	4.2.7.59
04-02-0850		RR, Compartment Door Locks, 2015 TriMark Compartment Door Handle Manual Locks. - All doors shall incorporate double cut, non-directional tumbler assemblies that are keyed alike (STANDARD)	1	
04-02-0900		RR, Compartment Rotary Latches	1	
04-02-1000		RR, Compartment Door Nader Pin	1	
04-02-1200		RR, Compartment Door Lubrication, Door Handles and Latches	1	
04-02-1300		RR, Compartment Door Reflectors All exterior compartment doors shall have a red reflector mechanically attached to the lower outboard corner of the door.	1	4.2.13.0
04-02-1500		RR, Compartment Door Switches, Magnetic	1	4.2.15.0
04-02-2010		RR, Compartment Door Panel, Inner, Diamond Plate	1	4.2.20.1
04-02-2500		RR, Compartment Door, Panel Mounting Screws	1	
04-02-5999		RR, Power Door Locks, Exterior Compartments	1	
04-02-6010		RR, Exterior Compartment #'s 1, 2, 4, 6 & 8, Only	1	4.2.61.0
04-02-6030		RR, Add Power Door Lock to #2.5 Compt.	1	4.2.64.0
04-02-6050		RR, Add Power Door Lock to #6.5 Compt.	1	4.2.65.0
04-02-7801	S	RR, Compartment Door, Gas Struts	1	
04-02-SR01	U	(7) Door Straps, Heavy Duty Nylon, Compartment Doors (excluding 2.5) SR #2021633F	7	10182834
		Install nylon straps on ALL exterior compartment doors (EXCEPT #2.5) to prevent over-extension. The strap will be installed in the lower portion of all doors.		
04-03-2400		RR, All Standard Compartment Lights, LED, Flexible Strip (2) Vertical strips in each exterior compartment installed one on each side of the opening. The compartment #1 Lights will be also wired to Oxygen light switch in action area.	1	4.3.24.0
		EXTERIOR COMPARTMENT INTERIOR		
04-04-1000		RR, Exterior Compartment, Interior Finish, Polyurethane Coated Exterior Compartment Interior Polyurethane Rubberized Liner Color Choice. Rubberized polyurethane coating applied to the surfaces of ALL exterior compartment walls and dividers. Does not include slide out battery tray or mounting angles. Battery Tray to be raw aluminum. NOTE: If there is not a slide out battery compartment in the order the #8.5 exterior compartment area will be Polyurethane lined.	1	
04-04-1002		RR, Color, Light Gray	1	4.4.10.2
04-04-2000		RR, Exterior Compartment, Floor Matting "Turtle Tile" There shall be Turtle Tile matting on the bottom of the exterior compartment floors and all shelves.	1	4.4.20.0
04-04-2001		RR, Color, Black	1	4.4.20.1
04-04-2200		RR, Sweep-Out Edging, "Turtle Tile" There shall be "Turtle Tile" sweep-out edging installed along the outer edge	1	4.4.22.0

PART NO	S	DESCRIPTION	QTY	REF. NO
		of each exterior compartment floor.		
04-04-2204		RR, Color, Yellow	1	4.4.22.4
EXTERIOR COMPARTMENT SHELVING				
04-05-0001		RR, Exterior Compartment Shelving and Unistrut All exterior shelving Unistrut shall be welded to the walls prior to any compartment wall finish. Where specified, exterior adjustable shelves shall be box pan formed of a minimum .125 inch Aluminum Diamond Plate and corners shall be welded. Shelves shall be infinitely adjustable, and securely mounted to heavy gauge aluminum Unistrut track. (Standard)	1	
04-05-6000		RR, Compartment Shelving, Polyurethane	1	
04-05-6001		RR, Polyurethane Coated Shelf , Each (1) in Compartment #2	1	4.5.6.1
		Note: #8 compartment shelf to be standard finish (no polyurethane).		
COMPARTMENT #1 - STREETSIDE FWD				
04-06-0001		RR, Compartment #1, EXTERIOR	1	
04-06-0010		RR, Compartment #1, Electrical Storage #1 Compartment Electrical Storage - Recessed into the bulkhead side of compartment #1 shall be an enclosed area for the installation of miscellaneous electrical components. The aluminum cover for this area to be installed with 'J' molding The 'J' molding to be full length of panel on bottom and inboard side. Outboard side of panel to be secured with mechanical fasteners. (STANDARD)	1	4.6.11.0
04-06-0020		RR, Compartment #1, Full Height, Standard Configuration (UM)	1	4.6.12.0
COMPARTMENT #2 - STREETSIDE FWD WHEELWELL				
04-07-0010		RR, Compartment #2, EXTERIOR	1	
04-07-0600		RR, Compartment #2, Standard Configuration, (UM) #2 Compartment to be directly behind the #1 compartment and below the interior action area shelf on the street side of the module. (STANDARD Ultramedic)	1	4.7.6.0
04-07-2610		RR, Compartment #2, Shelf Adjustable, First Shelf Shelf to be from wall #1 to the L shelf for the waste setup. Standard (Ultramedic).	1	4.7.261.1
04-07-9420		RR, #2.5 Exterior compartment - Electrical storage area. Std Key Located above the #2 exterior compartment with single top hinged lift up door and no adjustable shelf. Approx. 30"H. x 47"W x 6" Deep. Include (2) gas assist that will hold the door open at a minimum of 90 degrees. This is to be for storage of the power distribution and for the installation of miscellaneous electrical components that would normally be located in the dead space of the #1 exterior compartment. Keyed the same as all other compartments	1	4.7.90.10
COMPARTMENT #4 - STREETSIDE AFT				
04-09-0001		RR, Compartment #4, EXTERIOR	1	
04-09-3100		RR, Compartment #4, Reduced Height, for Center Left 4 Cabinet Reduced Height #4 Compartment for Center Left #4 Cabinet. Does not include an adjustable shelf. This option will provide space for a Center Left #4 cabinet. See CA Drawings.	1	4.9.31.0
04-09-SR01	U	Stair Chair Pocket Vertical 'L' Divider, Polyurethane Coated SR#2021633F	1	10178799

PART NO	S	DESCRIPTION	QTY	REF. NO
		There will be a vertical divider installed in the exterior #4 compartment. The divider will run from the floor of the compartment to the ceiling. The divider should be installed off of the #3 wall in the compartment so that it will accommodate the stair chair. The stair chair shall be a closeout/bumpout on wall #3 to help the stair chair clear the nader pins to create a pocket.		
		The pocket MUST accommodate a Stryker Stair-Pro 6252 stair chair. The divider will be polyurethane lined to match the interior of the compartment.		
		ENG Note: Reference 564386		
COMPARTMENT #6 - CURBSIDE AFT				
04-11-0084		RR, Compartment #6, EXTERIOR	1	
04-11-0600		RR, Compartment #6, Standard Configuration (UM)	1	4.11.6.0
04-11-20SR	U	RR, Compartment #6, Divider, Fixed, UM SR#2021633F	1	4.11.456.0
		Installed 12" From wall #3.		
		See CA Drawings.		
04-11-45SR	U	Divider, Fixed - Compartment #6 (UM) SR#2021633F	1	10320886
		(1) Vertical divider in Compartment #6. This divider shall be 3/4 depth with a gray polyurethane liner coating to match the compartment. The fixed divider shall be located 5" off of Wall #1.		
04-11-4635		RR, Compartment #6, Equipment Strap, Seat Belt Style, Metal Buckle, Each (1) Seatbelt style strap with metal buckle. (Push button)	1	4.11.463.1
		Location: Wall #1 to the forward most divider.		
		See CA Drawings.		
04-11-46SR	U	Shelf Fixed - Compartment #6 SR #2021633F	1	10182813
		(1) Fixed shelf in Compartment #6, installed from the forward divider to wall #3. Divider 42" above the floor.		
COMPARTMENT #6.5 - CURBSIDE AFT WHEELWELL				
04-12-1000		RR, Exterior - Compartment #6.5	1	
04-12-3400		RR, Compartment #6.5, Base Configuration (UM & UM-150)	1	4.12.34.0
RR, Compartment #8, EXTERIOR				
04-14-2900	U	Compartments#8 & 8.5 - Combined Configuration Approx 40" Tall Reference 134579	1	4.14.29.0
INTERIOR TRIM AND FEATURES				
		New Interior Trim - All cabinet and wall panel aluminum trim to be Gray anodized. (No Black trim to be used). All protective corner trim will be Opaque and will include a matching domed end cap. (STANDARD)		
INTERIOR ADJUSTABLE SHELVES				
INTERIOR TRIM				
05-05-1000		RR, Interior Trim, Standard	1	
HEADLINER				

PART NO	S	DESCRIPTION	QTY	REF. NO
05-06-1100		RR-Ceiling Medical Device Rail (UM & UM-150)	1	5.6.11.0
05-06-1610		RR, Headliner, PVC, White	1	5.6.16.10
05-06-1802		RR, Ceiling Medical Device Rail. White LED Strip Lights,(UM & UM-150)	1	5.6.18.0
05-06-1902		RR, Ceiling Medical Device Rail, Red/Amber LED Turn/Brake Strip Lights (UM & UM-	1	5.6.19.0
FLOORING				
05-07-1000		RR, Flooring, Aluminum Floor/Wall Cove Molding (STANDARD)	1	5.7.5.0
05-07-1405		RR, Flooring, .063 Aluminum Rear Threshold, 45 Degree Chamfered, BLACK Coated	1	5.7.14.2
05-07-5000		RR, Flooring, Loncoin II Flecks Choice	1	
05-07-5001		RR, Color - 150 Onyx	1	5.7.50.1
05-07-9894		RR, Floor, Curbside .063 Aluminum, 4"wide, Black Polyurea Coating	1	5.7.61.2
HEAD BUMPERS				
BACKRESTS				
Rear Entry Door Grab Handles				
05-10-1302		RR, Rear Entry Door Grab Handles, "L" Bars, 16" Anti-Microbial, Yellow "L" Bars - 16" Anti-Microbial Yellow. 1.25" Diameter stainless steel "L" Bars mounted to each rear door. Approximately 16" wide by 26" high. Yellow Anti-Microbial finish.	1	5.10.13.2
Side Entry Door Grab Handle				
05-10-1402		RR, Side Entry Door Grab Handle, "L" Bar - 19" Anti-Microbial Yellow "L" Bar - 19" Anti-Microbial. 1.25" Diameter stainless steel "L" Bars mounted to side entry door. Approximately 19" wide by 24" high. Yellow Anti-Microbial finish.	1	5.10.14.2
Ceiling Grab Rail - Center				
05-10-1902		RR, Ceiling Grab Rail, Center 96" Anti-Microbial Yellow	1	5.10.19.2
05-10-22SR	U	Ceiling Grab Rail - Curbside over Squad Bench 96" Anti-Microbial Yellow SR#2021633F	1	10158704
05-10-7300		RR, Grab Bar, Additional 18", Anti microbial	1	
05-10-7306		RR, Grab Bars (3) 18", Anti microbial Yellow (specify location) (1) Handle to be mounted on curbside wall near the rear entry doors. (1) Handle to be mounted on streetside wall near the rear entry doors. (1) Handle to be mounted on the forward face of the impact wall at the head of the squad bench. This shall be at an approximate 45 degree angle. See CA Drawings.	1	5.10.73.6
IV FLUID HANGERS				
05-11-4000		RR, IV Hangers, CPI #IV2008 (STANDARD)	1	
05-11-4002		RR, IV Hangers, Quantity (2)	1	5.11.40.2
LEFT STACK AND BULKHEAD AREA #1				
05-12-0010		RR, Interior Streetside #1 - Left Stack and Bulkhead	1	
05-12-1610		RR, Left Stack, Storage Area #1, 45 Deg Angled, CN 10 Certified A two section vertical cabinet shall be provided behind the attendant seat on the streetside forward corner on a 45 degree bevel that includes the access doors to the cabinet. The lower cabinet door shall be RH hinged aluminum with plastic laminate or multispec (picked in the proper section of the order) and the upper cabinet shall be a RH hinged Gen II OHO Polycarbonate door.	1	5.12.1610

PART NO	S	DESCRIPTION	QTY	REF. NO
05-12-1810		RR, Shelf Adjustable, Left Stack, First Shelf For C1	1	5.12.181.0
05-12-1855		RR, Upper Bulkhead cabinet, 17"D with Sliding Poly carbonate doors, CN-10 Certif The upper bulkhead cabinet shall have a sliding polycarbonate doors with self latching sliding handles and restocking feature with integral exterior latch installed in addition to the electrical power distribution cabinet. The cabinet will be approximately 17" D. Includes (1) adjustable shelf. Dealer/Customer Note: Door will hit 108" grab bars due to space when restocking feature is open. Road Rescue recommends using 96" Grab bars with 17" Deep upper bulkhead cabinets.	1	5.12.1855
ACTION WALL AREA #2				
05-13-0010		RR - INTERIOR STREETSIDE #2 - ACTION AREA	1	
05-13-0700		RR, Action Wall Area #2, Medical Device Rail	1	5.13.7.0
05-13-0705		RR, Action Wall Area, Modified to accommodate the #2.5 exterior compartment. This option includes adding false wall and reducing the depth of the forward counter top to 12 inches deep.	1	
05-13-0802		RR, Cabinets, Upper Left U2 and U2.5, Std Configuration (UM), CN 10 Certified - (2) Cabinets over Action Area with sliding doors and restocking feature. The forward UL #2 and the rearward UL #2.5 cabinets to include (1) adjustable shelf in each cabinet. The attendant switch panel and environmental controls to be built into a separate 6" high section below the Upper Left #2.5 cabinet. (STANDARD Ultramedic, Promedic) Note: PC switches rear of HVAC controller, rear of radio cutout.	1	5.13.0802
05-13-2200		RR Countertop, Forward and Rear Monitor Area.	1	
05-13-2203		RR, Avonite Black Ice, K3-7100	1	5.13.22.3
05-13-SR01	U	Radio Cut Out SR #2021633F	1	10501287
There shall be a cut out in the action area forward of the switch panel for a Motorola APEX 4500 radio. (2"H x 7" W x 6.4" D)				
RR-Interior Streetside #3 - CPR Seat				
05-14-0500		RR, CPR Seat, Streetside, Standard Configuration - The CPR seat shall include a flip up seat equipped with a gas strut hold open device and positive latch for securing the lid when closed. The CPR seat shall include a 2" foam seat and backrest, the upper and lower sections will be padded on both sides for added protection.	1	5.14.5.0
05-14-0550		RR, CPR Seat, Notch the face of the lower left in the area Add a 4 inch deep recessed notch in the lower left at the CPR seat area. Notch to start just above floor cove extrusion and extend up to the top of the CPR seat lid. This area is to be lined with stainless steel. This option requires minimizing the height of the wheel well housing. There shall be black grip tape installed on the stepping surface of the notch. See CA Drawings.	1	5.14.5.50

PART NO	S	DESCRIPTION	QTY	REF. NO
05-14-05SR	U	Black grip tape for stepping surface on notch at the CPR Seat SR#2022083F	1	
05-14-0900		RR, CPR Seat Lid Hold-Down CPR Seat Lid Hold-down - Install a Black Tri Mark recessed paddle latch, Include a tri-mark retention mounting bracket (1) under CPR seat lid.	1	5.14.9.0
05-14-1200		RR, Cabinet, Upper Left U3, 9"H x 27"W, 72" Headroom ONLY - Upper left #3 Cabinet with 3/8" Lexan lift up door with restocking feature and two 2" round locking stainless steel latches. Does not include shelf. Cabinet to be approximately 9"H x 10-3/4" D x 27"W. Reduce the height of the CPR seat to 15" from floor and the bottom of seat cushion. The cushion on the under side of #3 cabinet to utilize 1/2" foam. The distance between top of the CPR seat and bottom of the cabinet cushion to be a minimum of 43" in compliance with KKK-A-1822F. NOTE: Requires 72" headroom.	1	5.14.12.0
05-14-2560		RR, CPR Seat, Seat Belt, 4 Point (Per4Max) Black, Change Notice 8- Compliant Above Lid mounted	1	5.14.102.31
05-14-4106		RR, CPR Seat, RR Backrest and Head Cushion, RR Logo, (1) Set, Royal Blue	1	5.14.28.5
RR, INTERIOR STREETSIDE #4 - REAR AREA				
05-15-1001		RR, Cabinet, Upper Left U4, Standard Configuration- CN 10 Certified Upper left U4 cabinet with sliding polycarbonate doors with spring loaded latching handles, restocking feature with spring loaded exterior integral latch and (1) adjustable shelf.	1	5.15.1020
05-15-4620	S	Cabinet -Center Left C4, 19"H x Full Depth w/ Sliding Doors -CN 10 Certified Center left C4 cabinet with sliding polycarbonate doors with spring loaded latching handles, approximately 19"H x Full Depth with (1) adjustable shelf and no restocking feature.	1	5.15.4590
05-15-4700	S	RR, Countertop, 16" Aft of CPR Seat Counter aft of CPR seat to be 16" wide. May require notching the #4 compartment (Determined by engineering). See CA Drawings.	1	5.15.470.0
05-15-47SR	U	Cabinet - Lower Left L4, w/Hinged Door- CN 10 Certified SR#2021633F Cabinet L4 will have the same dimensions as the customer's previous unit (#564386). The cabinet door will be a single, Lexan door with no frame, hinged at the bottom, with a locking latch. Includes notching the #4 compartment. Add (2) rubber bumpers, the door will have no strap and will open all the way to the floor.	1	10126699
SQUAD BENCH AREA				
05-16-0010		RR, INTERIOR CABINETS - SQUAD BENCH AREA	1	
05-16-0146		RR, Squad Bench, Curbside, One Piece Hinged Lid	1	5.16.50.1
05-16-0150		RR, Squad Bench, Restraint Belts	1	5.16.3.2
05-16-0151		RR, Squad Bench, Medical Device Rail	1	
05-16-0153		RR, Squad Bench, Latch, Lid, Tri Mark,	1	5.16.60.2
05-16-0158		RR, Squad Bench, Seat Belts, Two 4-Point belts (Per4Max) Black, CN-8 Above the Lid Mounted	1	5.16.102.51

PART NO	S	DESCRIPTION	QTY	REF. NO
05-16-0162		RR, Squad Bench, notch the face of the squad bench area.	1	5.16.10.25
		Add a 4 inch deep recessed notch in the face of the squad bench. Notch to start just above floor cove extrusion and extend up to the top of the bench lid. Each side of the notch is to 45 degree chamfer that extends back to the 4 inch deep recess. This notched area is to be lined with stainless steel.		
		There shall be black grip tape installed on the stepping surface of the notch.		
		See CA Drawings.		
		This option requires minimizing the height of the wheel well housing.		
05-16-016S	U	Black grip tape for stepping surface on notch at the CPR Seat SR#2022083F	1	
05-16-0176		RR, Squad Bench, RR Backrest and Head Cushion, RR Logo, (1) Set, royal Blue	2	5.14.28.6
05-16-1323		RR, Head of Squad Bench, Storage, Recessed (2) O2 Brackets, Open	1	5.16.132.3
		There shall be a recessed cabinet for (2) QR-D-2 portable oxygen bottle brackets at the forward end of squad bench. The cabinet shall be located to the left of the side entry door stepwell and below the squad bench lid. The cabinet shall be open access with no doors.		
05-16-8400		RR, Upper Squad Bench, Cabinet, 9"H, 72" Headroom ONLY	1	5.16.84.0
		There shall be a cabinet located above the squad bench. The cabinet will be approximately 9"H x 8-1/2"D and will be the same length as the squad bench. The cabinet shall be divided into two (2) separate sections by a fixed center divider. Each section will have 3/8" Lexan lift up doors with restocking feature and NON locking latches. Does not include shelves. The distance between the top of the squad bench cushion to the bottom of the cabinet cushion shall be a minimum of 43" in compliance with KKK-A-1822F requirements for head clearance.		
		Notice - Non locking latch on these cabinets.		
05-16-9901		RR, Head of Squad Bench, Impact Wall, No vertical Rail	1	5.16.99.1
05-16-9915		KKK Compliancy Regarding Overhead Cabinetry	1	CABINETRY
		The inclusion of a cabinet over the squad bench or CPR seat on a unit with less than 72" headroom will result in the unit not meeting KKK specification requirements. The end user has been informed of the KKK requirements and this cabinet has been added at the request of, and according to the specifications of, the end user.		
05-16-SR01	U	Lip Modification, Bench Seat Lids SR#2021633F	1	
		CPR and the Squad bench lids shall have a 1/2" lip just on top of the latch area only for easy lifting purposes.		
		BIOHAZARD- RR, INTERIOR - BIOHAZARD		
05-17-2000		RR, Glove Butler(s)	1	
05-17-2120		RR, Glove Butler (4) Total, Over Curbside Entry, Drop Down Door (4) Glove Butler II glove boxes installed above the side module entrance door with drop down door and (1) locking latch. Door to be Kydex	1	5.17.212.0

PART NO	S	DESCRIPTION	QTY	REF. NO
		Thermoplastic or multi-spec and bottom hinged to tip out for restocking. Access holes to be cut in door for glove removal.		
05-17-5200		RR, Access, Sharps, Recessed in Lower Left Wall Sharps storage area recessed in lower left wall below action counter with interior access only. This shall be located forward of the CPR Seat, and rear of the #2 compartment. No build out into the #2 compartment for this. Supplied with 5 quart sharps container. Access door to be stainless steel with opening above for disposal.	1	5.17.52.0
05-17-6000		RR, Storage, Waste #2 Compartment w/ Interior Access There shall be waste storage in #2 exterior compartment with interior access through lower left interior below action wall counter. Interior access to be through a hinged Stainless Steel self closing door. Includes a 28 quart waste container. Waste container removal from #2 exterior compartment. This option includes the fixed L shelf that is to section off the waste storage. There is to be a 1" strap, with plastic buckles.	1	5.17.60.0
05-17-7300		RR, Sharps Container , Kendall, 5 qt. Locking Wall Mount There shall be a locking wall mount sharps enclosure #298516 with a 5 Qt sharps container installed on the forward facing wall above the foot of the squad bench.	1	5.17.73.0
CURBSIDE RIGHT STACK STORAGE #8				
05-18-0010		RR, INTERIOR CURBSIDE - RIGHT STACK STORAGE #8	1	
05-18-0600		RR, RF ALS, Upper Heater, A/C Unit, Standard Configuration (UM & UM-150)	1	
05-18-0800		RR, RF ALS, Hidden Air Intake (STANDARD)	1	
05-18-1099	S	RR, RF ALS, "A" Style Custom Configuration (UM & UM-150)	1	10480349
05-18-5131		RR, U8, Drug Cabinet, Increase 20" Dual Aluminum Doors, Interior The upper section shall have aluminum double doors with interior access only. The doors shall be finished with kydex or multispec (picked in the proper section of the order). The U8 doors will have (1) C handle on each door. The U8 cabinet will also get a the Simplex lock. See option 05-18-92SR for the Simplex lock and the C handles.	1	
05-18-5210	S	RR, C8, Drawer, Slide-Out, Aluminum, Non-Locking A 6 Inch high locking drug drawer with gas strut assist shall be installed in the middle portion of the right stack. The drawer shall have 22" slides. The drawer shall be finished with kydex or multispec (picked in the proper section of the order). The drawer shall have (1) round southco NON LOCKING latch. Notice - Non locking latch on this drawer.	1	
05-18-5326	S	RR, L8 - ALS Cab, Dual Gen II OHO Polycarbonate Doors, (1) Adj Shelf, I/O- CN10 The lower section of the right front ALS cabinet shall have interior and exterior access and shall contain two (1) adjustable shelf. The #8 exterior access door shall be the same height as the lower cabinet area. The double interior access doors shall be CWDX Gen II OHO. The interior walls of this area to be lined with flooring material and the floor of this section shall incorporate an angled stainless steel threshold designed to facilitate removal of equipment from the floor of the cabinet without catching on the lower frame edge. Includes (1) adjustable shelf.	1	
05-18-92SR	U	Simplex 900 Series Combination Lock SR#2021633F (1) Simplex 900 Series Combination Lock (Simplex #902-1000-26D41) will	1	10182764

PART NO	S	DESCRIPTION	QTY	REF. NO
		be installed on the right door of Cabinet U8. The orientation of this lock will be horizontal. This option includes C handles for the U8 doors.		
ATTENDANT SEAT				
05-19-0500		RR, Attendant's Seat, EVS 1880, Child safety, Comfort, Per4Max Belt-Black	1	
05-19-0506		RR, Color - Royal Blue	1	5.19.5.6
05-19-6501		RR, Attendant's Seat Base, EVS Swivel 2 Pos	1	5.19.65.1
RR-INTERIOR COLORS				
05-20-2000		RR, Multi-Spec Interior Surfaces	1	5.20.2000
05-20-2001		RR, Color, Misty Gray #6028	1	5.4.12.1
05-20-5300		RR, Upper Band Vinyl Color, Cabinets and Stitched Cushions Upper Band Vinyl Color Choice for cabinets and stitched cushions.	1	
05-20-5336		RR, Color, Royal Blue	1	5.20.53.36
05-20-5500		RR, Lower Band Vinyl Color, Vacuum Formed Cushions	1	
05-20-5536		RR, Color, Royal Blue	1	5.20.55.36
05-20-9850		RR, Poly carbonate Color Choice	1	
05-20-9852		RR, Poly carbonate, Clear 1/4" poly carbonate	1	5.20.9852
RR-MISC. INTERIOR OPTIONS				
05-21-5004		RR, Squad Bench & Lower Left, Full Height Brushed Stainless Kickpanels There shall be a stainless steel kick panel on the face of the streetside lower left wall and curbside squad bench. The kick panel shall be on face of the streetside lower left shall extend to top of counter and the curbside squad bench to extend to the lids.	1	5.21.52.0
05-21-8400		RR, Cabinet Latch, Southco 2" Round, Stainless Non-Locking, CN 10-Rated 10lb (4) U7 & U7.5 (1) C8	5	5.21.84.0
05-21-8500		RR, Cabinet Latch, Southco 2" Round, Stainless Locking, CN 10-Rated 10lb	5	5.21.85.0
06-01-0100		RR, General Wiring, General Harness	1	
CAMERAS				
06-06-11SR	U	Camera System - Safety Vision, (4) Cameras, Includes Monitor SR#2021633F Safety Vision 4 camera system. (1) backup camera, (1) patient compartment camera centered over rear doors, and (2) cameras mounted on the front fenders looking down the side of the vehicle - each side view camera shall be activated by the respective turn signal. Includes monitor mounted to front console.	1	10854173
RR-COMMUNICATION				
06-06-1601		RR, Two Way Radio Routing Path Cab to Module (STANDARD)	1	
06-06-1700		RR, Two Way Radio Prewire, 12VDC Power & Ground (STANDARD) The vehicle shall be equipped with #8 gauge Red power and Black ground wiring will be labeled appropriately for future installation by a radio technician. The Black ground wire to be connected to a main ground point, the Red power wire to be left unconnected near a direct to battery connection point inside the power distribution cabinet. Both wires to route to the ACTION AREA and be of sufficient length to allow routing to the Cab Console as an alternate radio installation location. Wires to be labeled at both ends.	1	6.6.17.0

PART NO	S	DESCRIPTION	QTY	REF. NO
06-06-3002		RR, Antenna UHF/VHF, (2) Bases and Cables #1 Antenna base location: MOD ROOF Coax termination: CAB CONSOLE	1	6.6.30.2
		#2 Antenna base location: MOD ROOF Coax termination: ACTION AREA		
06-06-6500		RR, Radio Power, (1) Power Post (1) Ground Post in Floor Console (1) POST DIRECT TO BATTERY (1) POST ON WITH IGNITION (1) GROUND POST	1	6.6.65.0
06-06-7601	S	RR, Intercom, Voice, Fire Research, ICA-100 SR#2021633F	1	6.6.72.0
		Fire Research Intercom model ICA100-A00 two-way system shall be installed. The intercom kit shall include a master station, remote station, and 20' of interconnecting cable. The master station shall have a volume control knob and a push-to-talk button. The remote station shall operate hands free and constantly transmit to the master station unless the master push-to-talk button is pressed.		
		The master station shall have a volume control knob and a push-to-talk button. Install the master station in the cab console. Wire the master station constant hot. Install on/off toggle switch for FRC intercom system on center console. Switch to be to the right of the intercom module.		
		Remote station to be mounted in action area above and close to the medical device rail, aft the switch panel.		
		See CA Drawings.		
RADIO AND CLOCKS				
06-07-6000		RR, Clock, Digital DDS 12/24 Hour 2.5" LED, Over Rear Doors	1	6.7.60.0
07 - ELECTRICAL 12 VOLT DC				
07-00-0121		RR, Electrical System 12V, PC System, Type 1	1	
07-01-0010		RR, Crct Pwr Accs.,Ign/Shrline,1-20 amp 12VDC to 2 locs,W/O,PD9130 chrgr (1) 10 amp lead shall be coiled up behind the A./A panel for future use. (1) 10 amp lead shall be coiled up behind the drivers seat in the cab, for future use. Note: This code will be used when and additional battery charger has already been installed, the PD9130 will not be used with this option.	1	7.01.0010
07-02-1000		RR, Voltmeter - Standard	1	
07-02-1100		RR, Alarm,Low Voltage,With Buzzer and Indicator,in cab console	1	
07-03-1000		RR, Ammeter - for PC System	1	
BATTERY SYSTEM				
07-04-5305		RR, Ignition Battery Shut off Timer, 5 minute,	1	7.4.53.5
07-05-0800		RR, Batteries, Type I UM/UM-150, Ford or Ram, (2) OEM Batteries under hood Include (2) OEM battery under the hood.	1	7.5.8.0
07-07-0400		RR, Module Disconnect, PC System	1	
07-08-0100		RR-Battery Ground	1	
07-10-1000		RR, Power Outlets 12V, (2) Power Point Style, On with Ignition (1) outlet shall be mounted in the action area medical rail. (1) outlet shall be mounted above the top shelf in cabinet L8	1	7.10.10.0

PART NO	S	DESCRIPTION	QTY	REF. NO
07-10-5401		RR, (1) Additional 12V Outlet, On with Ignition (1) outlet shall be mounted below the shelf in the L8 cabinet. See CA Drawings.	1	7.10.54.1
07-10-7230		RR, Power Outlet, Kussmaul, USB Dual Port, 5VDC, 4.8 Amp, 091-219-5 (1) center console, on passenger's side of the front face Ignition hot.	1	7.10.7230
07-10-7260		RR, Power Outlet, Kussmaul, USB Dual Port, 5VDC, 4.8 Amp, 091-219-5 (1) action area medical device rail near the 12V outlet (1) center console, forward of the siren on the passenger's side. See CA Drawings. Ignition hot.	2	7.10.7260
FRONT CONSOLE				
08-01-16SR	U	Driver's Switch Panel/Radio Console - PC System, Custom, CN11 SR#2021821F There shall be a monitor mounted to the front console for the safety vision camera system (camera system picked separately in the order - see 06-06-11SR). Monitor shall be mounted to the forward section of the console. Console will be black polyurethane coated and shall be mounted as far forward as possible. The overall height of the console should match customer's previous unit #134579. In the top section will be the PC system switch panel. The next section shall be (2) red momentary rocker switches. The left rocker switch will be for the air horns and the right rocker switch will be for the Howler. Rear of the switches to be (2) switches for the Q2B. To the right of the air horn switches shall be the siren. To the right of the siren to be the USB outlet. Rear of the siren to be a blank space without any cutouts large enough for a Motorola APX4500 rear of the siren, and forward of the intercom. The rear of this section shall house the intercom, and switch to the right of the intercom. Rear of the intercom shall be (2) black plastic cup holders with no handles. The next section shall be the map box with (2) dividers. This area will be black polyurethane coated. The dividers shall be evenly spaced, fixed aluminum black polyurethane finished. Console must be prepped for a RAM pedestal mount and docking station to be installed and mounted on passenger's side floor adjacent to center console.	1	10865960
08-01-3200		RR, Console Face Plates, Utilize Nut-Certs to Fasten all The cab console, and action area panels shall utilize nut-certs.	1	8.1.50.0
08-02-0500		RR, Driver's Control Panel, Carbon Fiber Graphics w/Visual Display, Carling Rock Includes Carling rocker switches	1	

PART NO	S	DESCRIPTION	QTY	REF. NO

Customer is requesting the Master power switch to be outboard closest to the driver. Module Power switch inboard to match previous unit. Master switch to be RED to match previous unit.				

08-02-11SR	U	(2) Door Open Indicator Light in Cab - Whelen OS LED SR#2021633F	1	10481376
There will be two (2) "door-open" indicator lights installed in the OEM headliner. The first light will be a RED Whelen Super-LED w/ chrome housing. It will be programmed to flash when any of the three (3) module entry doors are open and when either of the two (2) chassis entry doors are open.THIS WILL BE LABELED ENTRY DOOR OPEN.				
The second light will be an AMBER Whelen Super-LED w/ chrome housing. It will be programmed to flash when any compartment door is open on the module. THIS SHALL BE LABELED COMPARTMENT DOOR OPEN.				
(1) Whelen #0SR00FCR Red Super-LED light with chrome housing. (1) Whelen #0SA00FCR Amber Super-LED light with chrome housing.				
08-02-5510		RR, Door Open Indicators (PC Electrical System) Door Open Indicators - Magnetic Proximity Switches located at the top of the compartment door / jamb will activate a door open indicator on the driver's control panel and activate the corresponding Interior compartment light. (STANDARD).	1	
08-02-9500		RR, Cab Dome Light, Weldon 8081 Push Button Split Red/White LED Light in Cab The vehicle cab shall be furnished with a Weldon8081 series push button split Red/White LED with surface mount bezel in the cab ceiling. Installed approximately centered from left to right, with the red to the rear.	1	8.2.95.0
ATTENDANT CONTROL PANEL				
08-03-0500		RR, Attendant's Control Panel, Carbon Fiber Graphics, Carling Includes Carling rocker switches	1	
POWER DISTRIBUTION				
08-04-0400		RR, Power Distribution-relocate to #2.5 exterior compartment Relocate the power distribution from the front bulkhead to the #2.5 Compartment. This will allow exterior access to all electrical componets. This option requires custom wire harnesses.	1	8.4.4.0
08-04-3904		RR, Power Distribution, PC Board Electrical System 2015+ (UM & UM-150)	1	8.4.39.4
09 - EMERGENCY Systems- Sirens, Speakers and Air Horns				
09-03-0020		RR, Warning Audible - Siren, Speakers, Air Horns- F-Series	1	
SIREN ELECTRONIC - CONTROL HEADS / AMPS				
09-03-1030		RR, Siren Electronic, Whelen 295SLSA1	1	9.3.25.0
09-03-1477		RR, Siren Mechanical, Federal Q2B, Recessed in Extended Bumper The vehicle shall be equipped with a Federal Q2B mechanical siren mounted to the center of the front bumper. See reference picture on the server in the work order folder for reference!	1	9.3.77.0
The siren shall be activated by a switch on the cab console. A siren brake switch shall be provided in the front console. Both switches shall be labeled accordingly.				

PART NO	S	DESCRIPTION	QTY	REF. NO
		No foot switches.		
SIREN SPEAKERS				
09-03-2035		RR, Speakers, (2) ES100, Through-The-Bumper" w/ESFMT-EF With ESFMT-EF stainless steel Electric "F" grille	1	9.3.4.17
AIR HORNS				
09-03-3080		RR, Air Horns, Buell, Dual 10", Thru Bumper, Tank & Comp, F-Series This vehicle shall be equipped with (2) 10 inch Buell Strombos airhorns mounted through the buckstop bumper. The system shall include a frame mounted air reservoir and a 12V pump mounted in exterior compartment #2. The pump will be protected by an aluminum cover.	1	9.3.110.3
09-03-4032		RR, Siren Electronic, Additional, Whelen 'Howler', Ford F-Series Howler to be programmed to 90 seconds.	1	9.3.86.2
		The speakers are to be mounted to the bottom of the winch plate on the Buckstop bumper.		
09-03-40SR	U	(2) Carling Momentary Switches, Red, Center Console SR#2021633F	2	10182838
		Install two (2) red Carling momentary switches in the center console. One (1) will be for the air horns and one (1) for the Whelen Howler.		
		See CA Drawings.		
09-03-41SR	U	White Light Cut Out Switch, Center Console SR #2021633F	1	10170140
		Installed in the PC switch panel per eng design. Eng Ref 564386		
09-05-0210		RR, Backup Alarm, No Cutoff	1	9.5.2.1
09-06-0200		RR, Emergency Sequencer/Load Manager	1	
FRONT WARNING LIGHT CONFIGURATION				
09-50-1333		RR, Visual Warning Front Upper - (5) "Cool Bar" (2) Front Wall Configuration	1	
AUXILLARY EMERGENCY LIGHTS				
09-70-5310		RR, Lights, Rear Chevron, Angled, LED Strip Lights in extruded channel, Per CAs #KFA-RR-CRA-1. Includes Chevron flasher set, KFA-CIO-01 Punch slots in the rear body panel to accommodate. LED colors will be combination Red/Amber.	1	9.70.53.10
		This feature is similar to the flashing rub rail lights. Requires special flasher with two separate left and right modules.		
		The Top, middle, and Lower angled lights are to be solid RED LED's only when the OEM brakes are applied. This will override the emergency light function. This feature also applies when not in emergency mode.		
		The (2) angled light above and below the center angled light are to be flash AMBER LED's only when the corresponding OEM turn signals are applied. This will override the emergency light function. This feature also applies when not in emergency mode.		
		Red and Amber LED's are to be wired to master emergency lights and alternate Red then Amber.		

PART NO	S	DESCRIPTION	QTY	REF. NO
		Chevron strip lights to be centered in reflective chevron stripes (if ordered).		
09-80-2400		RR, Warning Light Flasher, EEV, 5/7/900 Flash Pattern, No External Flasher Install terminal strips ILOS in the dead space area labeled Flasher 'A', Flasher 'B', and Flasher 'C' ILO standard flasher. Flashers A, B, and C will be 'On' in Primary Mode. Flasher B will Cut-Out in Secondary. Flasher C will Cut-Out in Park. Install a grounding stud near the terminal strips. Connect all of the scan lock wires to the grounding stud. Any forward facing White lights are to be 'On' in Primary mode only. ALL WIRES TO BE LABELED LIGHTHEAD SPECIFIC Program flash pattern on light heads as follows: Model #500 PS grill light to Signalalert 75 phase 1 flash pattern #1 Model #500 DS grill light Signalalert 75 phase 2 flash pattern #2. Grill lights are the alternate. Model #700 lights to Signalalert 75 flash pattern #1 Model #900 lights to Signalalert 75 flash pattern #1 Install a relay near the flasher for an auto PARK cutout circuit wired to terminal strip Flasher C will Cut-Out in Park. Label this relay 'Park Cut Out'. NOTE: If the front fender intersection lights are ordered they with split colors then the light head will be wired with constant power and set lighthouse to an alternating flash pattern and if there are white LED's they will be 'On' in Primary mode only. Note: This option deletes the standard rear flasher/brake light function as described in 10-01-5020. If the rear flashers are to function as brake lights then option 09-80-3700 must be picked.	1	9.80.24.0
09-80-3200		RR, Emergency Flashers Set to, Custom Flash Pattern See 09-80-2400.	1	
		WARNING LIGHTS		
	S	LED Series - 900		
09-95-1201		RR, Light, Whelen 900 LED, w/Chrome Flange, Red w/Clear Lens (Internal Flasher) Front Body - Upper Curbside Inner Front Body - Upper Streetside Inner Front Body - Upper Curbside Corner Front Body - Upper Streetside Corner Streetside Body - Upper Forward Streetside Body - Upper Rear Curbside Body - Upper Forward Curbside Body - Upper Rear Rear Body - Upper Streetside Corner Rear Body - Upper Curbside Corner	10	9.95.1201
09-95-1204	S	RR, Light, Whelen 900 LED, w/Chrome Flange, White (Internal Flasher) Front Body - Upper Curbside Outer Front Body - Upper Streetside Outer Front Body - Upper Center	3	9.95.1204
		LED Series - 700 (Flange Separate)		
09-95-2201		RR, Light, Whelen 700 LED, Red w/Clear Lens (Internal Flasher) Front Fender Warning - Intersectors - LH Side Front Fender Warning - Intersectors - RH Side Rear wheel well Warning - Intersectors - LH Side Rear wheel well Warning - Intersectors - RH Side	4	9.95.2201

PART NO	S	DESCRIPTION	QTY	REF. NO
09-95-2203		RR, Light, Whelen 700 LED, Amber w/Clear Lens (Internal Flasher) Rear Body - Upper Center	1	9.95.2203
Whelen 500 Series Super-LED® (Flange Separate)				
09-95-4204		RR, Whelen 500 LIN6 Super LED - White, Clear Lens Grille - LH Lower Corner Grille - RH Lower Corner	2	9.95.4204
09-95-4208		RR, Whelen 500 LIN6 Super LED - Red w/ Clear Lens Grille - LH Upper Corner Grille - RH Upper Corner	2	9.95.4221
Whelen 700 Light head Flanges / Options				
09-95-9100		RR, Flange, Whelen, Chrome, 700 series, Each	3	9.95.9100
09-95-9232		RR, Housings, Cast, 500 Series, Grille, Ford, 2020, F series, Upper Pair	1	9.95.9230.20U
09-95-9233		RR, Housings, Cast, 500 Series, Grille, Ford, 2020, F series, Lower Pair	1	9.95.9230.20L
09-95-9238		RR, Housings, Cast, 15 degree angled, 7x3, Intersection, 2020 F-series, Pair	1	9.95.9235.20
EXTERIOR AUTOMOTIVE LIGHTING				
10-01-0001		RR, Tail Lights, Brake/Turn, Whelen 600-Series, Pair	1	10.1.30.0
10-01-0006		RR, Back-up Lights, Whelen 600, LED Rear (Max-Intensity), Pair	1	10.1.65.0
ICC/MARKER LIGHTS				
10-01-2010		RR, Marker/Clearance Lights, Front, Whelen OS Mini LED, Amber	1	9.4.9.1
10-01-2110		RR, Marker/Clearance Lights, Side and Rear, Whelen OS Mini LED, Red/Amber	1	10.1.23.0
10-01-3001		RR, Chrome Flange, (1) Whelen 600	6	10.1.41.0
10-01-5020		RR, Outboard Rear Flashers, Wired to OEM Brake Lights The outboard rear emergency flashers shall be wired to the OEM brake lights. These lights shall NOT function as brake lights when Emergency Flashers are on.	1	
10-01-7100		RR, Front Turn, Whelen 600-Series LED, Amber Arrow, w/ Flange The vehicle shall include two amber LED turn lights mounted in the upper front corners of the module. These lights shall be Whelen 600 Series amber populate arrows mounted in chrome flanges.	1	10.1.71.0
10-01-8010		RR, Relocate Brake/Tail & Backup Lights to rear Diamond Plate, Amber Turns above	1	10.1.60.0
FLOOD AND LOAD SYSTEMS				
10-02-10SR	U	HiViz FireTech FT-MB-2.15-F-W-CPREC LED Scene Light SR#2021633F (2) HiViz FireTech FT-MB-2.15-FT-W-CPREC 150 watt semi-recessed scene lights - (1) each side of the body. Each light switched separately and labeled LEFT SCENE and RIGHT SCENE. See CA Drawings.	2	10549614
10-02-2030		RR, Rear Load Lights, (2) Whelen 700 Series Super LED, 12 Diode 8-32ø Scene	1	10.2.51.0
10-02-3010		RR, Lighting Operation, Side Scene, Rear Load & Back-Up Lights The electrical system shall be wired so that the rear module load lights and the lower back-up lights will operate when the rear doors are open, the switch on the front panel is activated, or when the vehicle is placed in reverse. With the module power switch "off", both the lower back-up lights and the upper load lights will operate when the vehicle is placed in reverse. The curbside scene lights will operate when the curbside door is opened.	1	

PART NO	S	DESCRIPTION	QTY	REF. NO
10-02-3020		RR, Lighting Operation, Feature, Side Scene, Activated in Reverse The vehicle shall be wired so that the rear most street side and curbside scene lights shall be activated, in conjunction with the standard rear back-up/load lights, when the vehicle is placed in reverse.	1	10.2.30.0
10-02-70SR	U	(2) Fog Lights, Hella, 35720001 SR#2021633F Install (2) Hella #357200001 7" Value Fit LED Driving Beam Lights in the Buckstop bumper. Includes Hella wire harness #357211011. Separate switch in cab console for fog lights. PAIR	1	10481244
Cab Entry - Lighting				
10-02-8020		RR, Light, Cab Entry, 4" Whelen LED Courtesy Lighting There shall be (1) Whelen 4" Super LED courtesy light recessed in the front stone guard directly over the running board on each side of the cab. These lights shall be wired so that they are activated when either cab entry door is opened.	1	10.2.86.0
10-02-90SR	U	LED strip light facing down at rear of the module/bumper for ground lighting SR#2021633F Luma Bar H20 - • AY-9500-040 40" Clear White - With Bracket Add a LED strip light facing down at the rear of the module/bumper for ground lighting. Wire with ground light switch and with the rear doors.	1	10481360
AUXILIARY LIGHTING				
10-02-9104	S	RR, Light, Firetech, HiViz Mini Brow Light, 9LED, 12", Single stack, White (2) HiViz FireTech FT-MB-9-FT-B 9 LED Mini Brow. 12" length. 4,752 lumens. FireTech Combination 10 degree spot and 60 degree flood optic configuration. Black housing. Mounted to bottom of Cool Bar, (1) under each angled section. Each light switched separately and labeled LEFT ALLEY and RIGHT ALLEY.	2	10.2.9104
10-02-9111	S	RR, Light, Firetech, HiViz Mini Brow Light, 27LED, 35", Single stack, White (1) HiViz FireTech FT-MB-27-FT-B 27 LED Mini Brow. 35" length. 14,256 lumens. FireTech Combination 10 degree spot and 60 degree flood optic configuration. Black housing. Mounted to bottom of Cool Bar facing forward. Light switched separately and labeled FRONT SCENE.	1	10.2.9111
11 - INTERIOR LIGHTING				
11-01-1201		RR, Dome Lights - Whelen 8" ,White Flng, LED,(11),No Visible Fasteners The interior lighting system shall consist of (11) Whelen 8" round dual intensity white diode super-LED lights with white flange in the following configuration: (3) Cot lights In the medical device rail over the primary cot (2) Bench lights over the squad bench (3) Dome lights Street side (1) Dome light Curbside over head of squad bench (1) Dome light Curbside rear (1) Dome Light over the walkway	1	11.1.17.1

PART NO	S	DESCRIPTION	QTY	REF. NO
		The four outside corner lights and the (1) light over the CPR seat area and the (1) over the walkway shall be designated module dome lights and be activated when the side or rear module entrance doors are opened or by a three-way circuit allowing these lights to be turned on and off from cab or module. The lights over the primary cot and squad bench shall have switches in the module that will allow independent high/low/off control. The lights shall produce at least 35 foot candles of light over ninety percent of the cot surface area in the high setting. These lights will not be installed with mechanical fasteners, they will be fastened with a spring clip.		
		NOTE: NO VISABLE FASTENERS OR HOLES.		
11-01-9000		RR, Timer -15 minute- Restocking The vehicle shall be equipped with a momentary switch that will activate a fifteen minute timer, wired direct to battery, to allow operation of the module dome lights while the vehicle is off. The momentary switch shall be located on the curbside medical device rail near the side entrance door. See CA Drawings.	1	
SPOTLIGHTS / HANDHELD LIGHTS				
11-02-8500		RR, Streamlight Fire Vulcan, Blue Tail Lights	2	
11-02-850S	U	(1) Fire Vulcan - #44451 SR#2021633R-1	2	10141384
		Streamlight 44451 Fire Vulcan LED Vehicle Mount System Flashlight w/ DC Charger, Dual Rear LED's and Quick Release Shoulder strap, Orange (1) Compartment #2, Wall #1 above the shelf near the door opening. (1) Near Front bulkhead wall, Aisle side right stack facing up See CA drawings		
11-02-9101	S	Wiring For Flashlight - 12V Ignition/Shoreline (1) Compartment #2, Wall #1 above the shelf near the door opening. (1) Near Front bulkhead wall, Aisle side right stack facing up See CA drawings	2	11.2.91.1
ATTENDANT LIGHT				
11-03-1010		RR, Attendant Light - 6" x 14" Diffusion Plate Light Under the U 2.5 cabinet.	1	11.3.10.10
11-03-2010		RR, Additional - 6" x 14" Diffusion Plate Light Under the U2 cabinet.	1	11.3.20.10
SHORELINE INLET				
12-01-5400		RR, Shoreline Inlet, Kussmaul Super Auto-Eject, 20A	1	12.1.54.0
12-01-5700		RR, Kussmaul Super Auto-Eject, 30A	1	12.1.57.215
12-01-5701		RR, Kussmaul, Eject, Cover, 30A, White	1	12.1.57.1
12-01-6400		RR, Kussmaul ,Eject, Cover, 15 or 20A, Yellow	1	12.1.64.0
12-01-8100		RR, Shoreline Indicators, (2), "ON" Green Indicator Light (1) above each shoreline inlet	1	12.1.81.0
12-01-85SR	U	Shore Indicator, "ON" Blue Marker Light SR#2021633F (2) Shore Indicator, "ON" Blue Marker Lights, (1) each side of the module below the drip rail, centered.	1	10170104

PART NO	S	DESCRIPTION	QTY	REF. NO
		Whelen OS Blue LED light w/chrome flange.		
12-01-9020		RR, GFI Box Location- Behind Driver's Seat	1	
12-02-0200		RR, Outlets, Interior, 125V-15A (1) Action Wall, (1) Right Stack (1) action area medical device rail (1) Compartment #8, above shelf	1	12.2.2.0
		See CA Drawings.		
12-02-2049		RR, Outlets, Interior, Each, Additional, 125V-15A, Aft CPR Seat Counter Mounted horizontally as high as possible on wall above rear counter below Cabinet U4. No device rail.	1	12.2.49.0
		See CA Drawings.		
12-02-2100		RR-Outlets, Interior, Additional, 125V-15A, Custom Location, Each (1) Compartment #8, below shelf	1	12.2.53.1
		See CA Drawings.		
12-02-2101		RR, Outlets, Interior, Additional, 125V-15A, Surface Mount, Custom Location, Each (1) Compartment #2, Wall #1 near Wall #2 up high.	1	12.2.54.0
		See CA Drawings.		
BLOCKHEATERS				
12-02-4001		Block Heater - With OEM Plug This option does not include a switch. (STANDARD).	1	
INVERTER - 125VAC				
12-03-1110		RR, Inverter Charger - Vanner LifeSine, with charger indicator on Console Install the inverter in the interior L1 cabinet.	1	12.3.124.0
		Status indicator panel installed on the driver's side of the cab console as shown in the CA Drawings.		
13 - ENVIRONMENTAL SYSTEMS				
ENVIRONMENTAL CLIMATE CONTROL SYSTEM				
13-01-1200		RR, HVAC - Central Air Flow Discharge (UM & UM-150)	1	
13-01-2000		RR, Climate Control - (UM & UM-150)	1	
13-02-0222		RR, Exhaust Fan- Upgrade 230 CFM, (2) Speed, Standard Location	1	13.2.22.0
HVAC BASE SYSTEM - HOSELINE				
13-02-56SR	U	RR, HVAC Front Wall Coolbar, 12V/125V Hoseline, Ford F-series PC System SR #2021633F	1	13.2.72.4
		110/12V HVAC Aux Front Wall COOLBAR - Hoseline. Wired to operate on 110 when plugged into shoreline and 12volt when on chassis power. 12V and 110V to run through the condenser.		
		"NOT AVAILABLE ON MODULES THAT ARE 150" L. - 158" L. DUE TO THE DEPTH OF THE ALS"		
13-02-5701		RR, Cover, Cool Bar, (5) 900 series lights, LED Lights Drawing # 314710 This cover is for (5) Halogen or (5) SLED lights only.	1	13.2.57.1

PART NO	S	DESCRIPTION	QTY	REF. NO
		Note: Will be painted same color as the mount location on box front.		
13-03-1000		RR, Return Air System	1	
13-03-2000		RR, Return Air Central Plenum	1	
13-03-3000		RR, Heat/AC Cabinet	1	
14 - MEDICAL SYSTEMS				
COT MOUNTING PROVISIONS				
14-01-1010		RR, Cot Mounting, Hardware	1	
14-01-1110		RR, Post & Wheel Cups, None	1	
14-01-1235		RR, Safety Hook, Stryker, Installed	1	14.1.13.2
14-01-1623		RR, Cot Mount, Stryker Power Load, No Wheel guide, CN 8 Compliant includes constant hot power supply for battery charging.	1	14.1.16.24
14-01-4028		Center Mount	1	
OXYGEN AND AIR SYSTEMS				
14-02-0050		RR, O2 System, PC System	1	
14-02-1000		RR, O2 Cylinder Wrench	1	14.2.15.0
14-02-2220		RR, O2 Cylinder Lift, Zico 'OTS' Electric w/QRMV Multiversal Rack, (UltraMedic) Motor on the right. Zico Model 'OTS' (Oxygen Tank System) electric lift with QR-MV style oxygen tank bracket in #1 compartment in lieu of standard O2 tank bracket. Includes a remote 'Up'/'Down' switch with cord mounted in a holder inside compartment. A false mounting wall will be installed at the back of the compartment to achieve the required 14 inches from mounting to door sill. Stainless Steel Braided O2 Hose between wall mounted O2 regulator and tank fitting to be long enough to disconnect from the tank when the 'OTS' lift is in the down position.	1	14.2.84.0
14-02-23SR	U	Oxygen Hose Retention System SR#2021633R-1 BOM Ref 10500314 SR#2161953F Ladysmith VRS Hubbell BD-03 Balancer mounted in Compartment #1 for the automatically retract the O2 hose and prevent it from binding Grainger #6HH08 Hubbel BD-03 retractor	1	10872540
14-02-3000		RR, O2 Control - Electric with Manual Bypass on Action Wall.	1	14.2.30.0
14-02-3161		RR, O2 Regulator, Wall Mount (PC) for use with Zico Lift The Oxygen system shall include a Western Medical 50 PSI preset regulator. To provide strain relief and protect the low pressure O2 line from damage during bottle changes, the regulator shall be mounted on an aluminum diamond plate panel which is secured to Unistrut on the back wall of the O2 compartment. The regulator shall be equipped with a high pressure 24" braided stainless steel extension hose that will allow connection to a standard medical oxygen bottle.	1	14.2.64.0
14-02-4000		RR, O2 Outlets, Ohio Style, (2) Action Wall, (1) Squad Bench	1	14.2.31.0
14-02-4100		RR, O2 Outlet, Relocate (1) Action Wall Outlet to Ceiling See CA Drawings.	1	14.2.43.0
14-02-4740		RR, O2 Gauge, 3000 psi, Action Wall Gauge installed on action wall. Includes adding a riser to bring the gauge out further from the wall due to the depth of the gauge.	1	14.2.72.2
14-02-6150		RR, O2 Cylinder Holder, Zico QR-D-2 Strapless "D" Bracket, CN 10 Certified, Each Mount in open storage area at head of squad bench.	2	14.2.116.1

PART NO	S	DESCRIPTION	QTY	REF. NO
SUCTION SYSTEM				
14-03-1010		RR, Suction System, SSCOR On-Board Conforms to J3043 requirements	1	14.3.40.0
MISC MEDICAL				
14-04-1000		RR, Fire Extinguisher, 5# ABC w/ Mounting Bracket HD Amerex Bracket #861H with Amerex 5LB fire extinguisher. Mount compartment #2 wall #2 to match previous unit #564386	1	14.4.2.0
14-04-1010		RR, Fire Extinguisher, 5# Fire Extinguisher, Ship Loose, Each HD Amerex Bracket #861H with Amerex 5LB fire extinguisher. Mounted in Cabinet L1	1	14.4.121.1
14-04-50SP	U	Lifepak Bracket, 12 & 15, Ferno Model #M-200 SR#2021633R-1 Ref 14-04-5060, 10153727 This shall be located on the counter top at the rear of the CPR seat.	1	10156304
15 - PAINT / DECALS AND NOMENCLATURE				
PAINT AND FINISH				
15-00-0100		RR, Road Rescue Paint Process	1	15.1.30.0
15-01-2000		Module Paint, Single Color, OEM White Ford white: FA91:YZ	1	
15-01-5000		Cab Paint - Single Color, OEM White	1	
15-02-3001		RR, Pinstripe, None, Fine Line Paint Edge	1	1251006
GRAPHICS AND LETTERING				
15-02-8102	S	RR, Chevron Striping - Entire Rear	1	
15-02-8105	S	Material - 12" Scotchlite - Specify Colors SR#2021633F To be completed by 24/7 Graphics. Install 12" reflective Scotchlite chevron striping on the entire rear of the module to match customer's previous unit (#564386). Colors: Blue and Yellow	1	
15-02-SR01	U	Lettering and Graphics SR#2021633F Lettering and graphics to match customer's current layout per dealer supplied photos. This option includes rear chevron (See 15-02-8105 for chevron info) This includes chevrons to the inside of the entry doors on the bottom under the lock boxes. SEE CA DRAWINGS To be completed by 24/7 Graphics.	1	
15-02-SR02	U	Emergency Latch Labels SR#2021633F Labels for emergency door latches as "Emergency Use Only". White letters on red labels.	1	

PART NO	S	DESCRIPTION	QTY	REF. NO
Pricing included in 15-02-SR01 per Line 31 of SR #2021633F.				
15-03-3900		RR, Badge Logos	1	
15-03-4000		RR, Logos and Model Name	1	
15-03-4001		RR, Ultramedic - Black Logos	1	15.3.40.1
15-04-1000		RR, Nomenclature Plaques. DIESEL.	1	15.4.1000
16-01-0200		RR, Owner's Manual	1	16.1.2.0
74-09-0099		Indemnification Statement	1	
The purchaser agrees to defend, indemnify and hold Rev Ambulance Group harmless from any claims, costs (including actual attorneys' fees), damages and liabilities caused in whole or in part by any alteration or modification of, or changes or additions to the purchased products OR use of product for purposes it was not designed or intended for.				
== Factory Ship Loose - EMS Equipment - 1.016 10/28/21 ==				

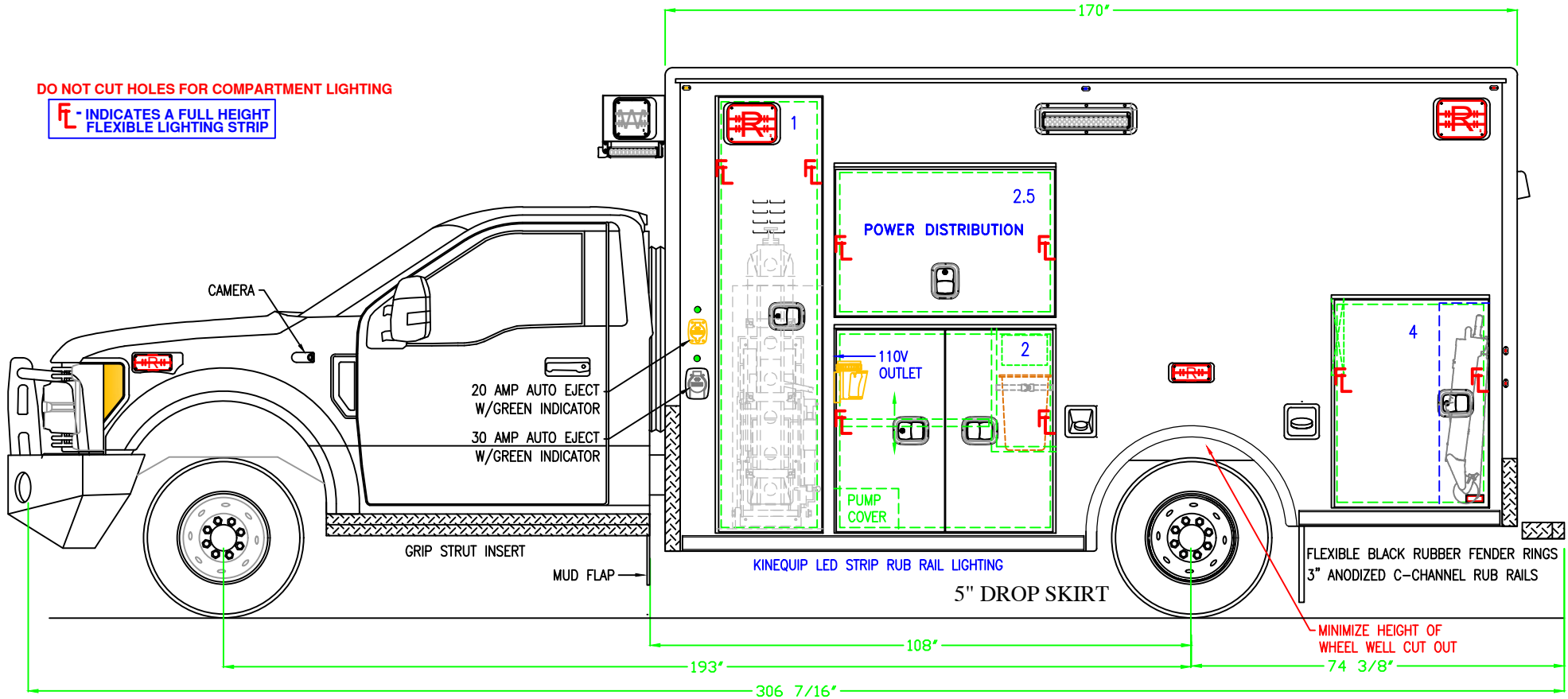


LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DO NOT CUT HOLES FOR COMPARTMENT LIGHTING

FL - INDICATES A FULL HEIGHT FLEXIBLE LIGHTING STRIP



DOOR NO.	INTERIOR DIMENSIONS			NOTES
	HEIGHT	WIDTH	DEPTH	
1	86.50"	21.75"	22.00"	ZICO O2 LIFT, DOOR LOUVERS, O2 STORAGE
2	40.50"	43.88"	21.25"	(1) ADJ. SHELF, TRASH STORAGE
2.5	30.00"	29.50"	7.00"	POWER DISTRIBUTION
4	41.06"	31.50"	21.25"	STAIR CHAIR STORAGE

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Road Rescue 2737 N. FORSYTH RD WINTER PARK, FL 32792
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STREETSIDE EXTERIOR DETAIL

BID NUMBER **609825**

DRAWN BY RRS DATE 06/03/2022 REVISION 1 09/19/2022 REVISION 2 REVISION 3 SCALE SHEET 1 OF 10

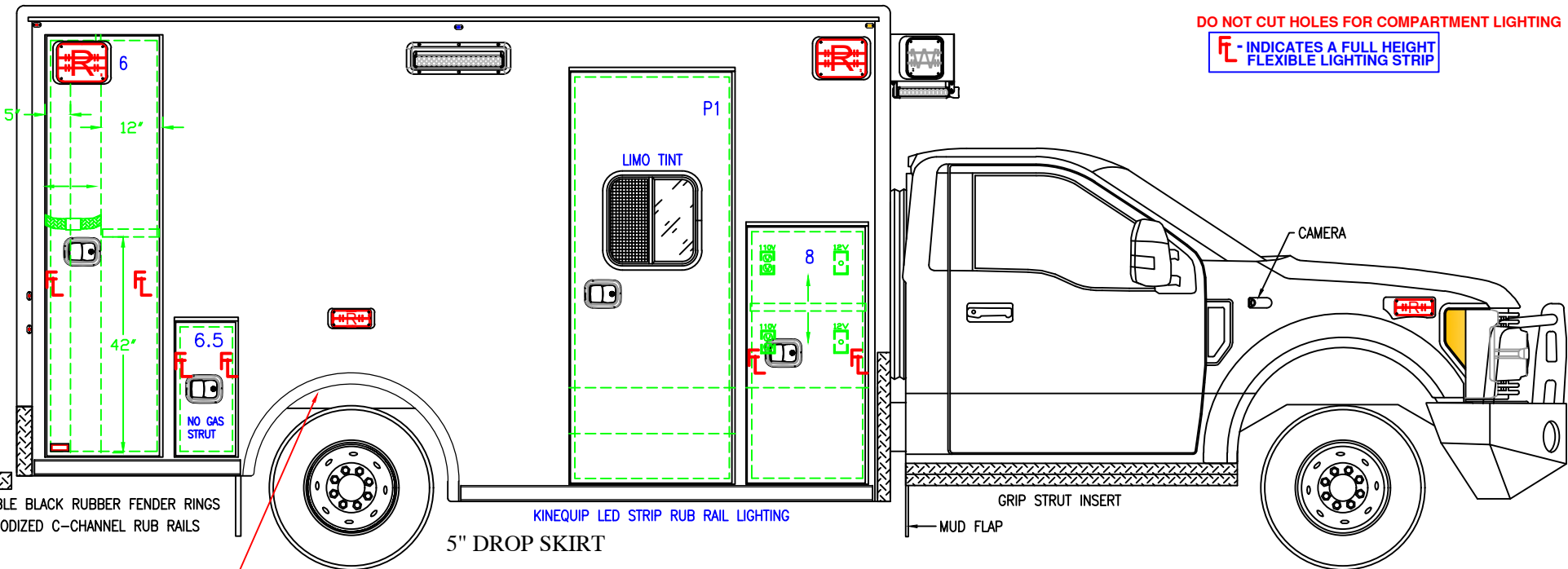


LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DO NOT CUT HOLES FOR COMPARTMENT LIGHTING

FL - INDICATES A FULL HEIGHT FLEXIBLE LIGHTING STRIP



MINIMIZE HEIGHT OF WHEEL WELL CUT OUT

FLEXIBLE BLACK RUBBER FENDER RINGS
3" ANODIZED C-CHANNEL RUB RAILS

DOOR NO.	INTERIOR DIMENSIONS			NOTES	DOOR NO.	DOOR JAM OPENING		MISC. NOTES	PROPRIETARY AND CONFIDENTIAL THIS INFORMATION CONTAINED IN THIS DRAWING IS THE SOLE PROPERTY OF ROAD RESCUE ANY REPRODUCTION IN PART OR AS A WHOLE WITHOUT THE WRITTEN PERMISSION OF ROAD RESCUE IS PROHIBITED.
	HEIGHT	WIDTH	DEPTH			HEIGHT	WIDTH		
6	81.50"	22.75"	21.25"	(1) FIXED DIVIDER, (1) ADJ. DIVIDER, (1) FIXED SHELF	8	49.75"	22.00"	RIGHT STACK/ALS ACCESS	
6.5	25.50"	12.50"	17.25"	MISC. STORAGE	P1	80.00"	30.06"	SLIDING LIMO TINTED WINDOW 18" X 18"	
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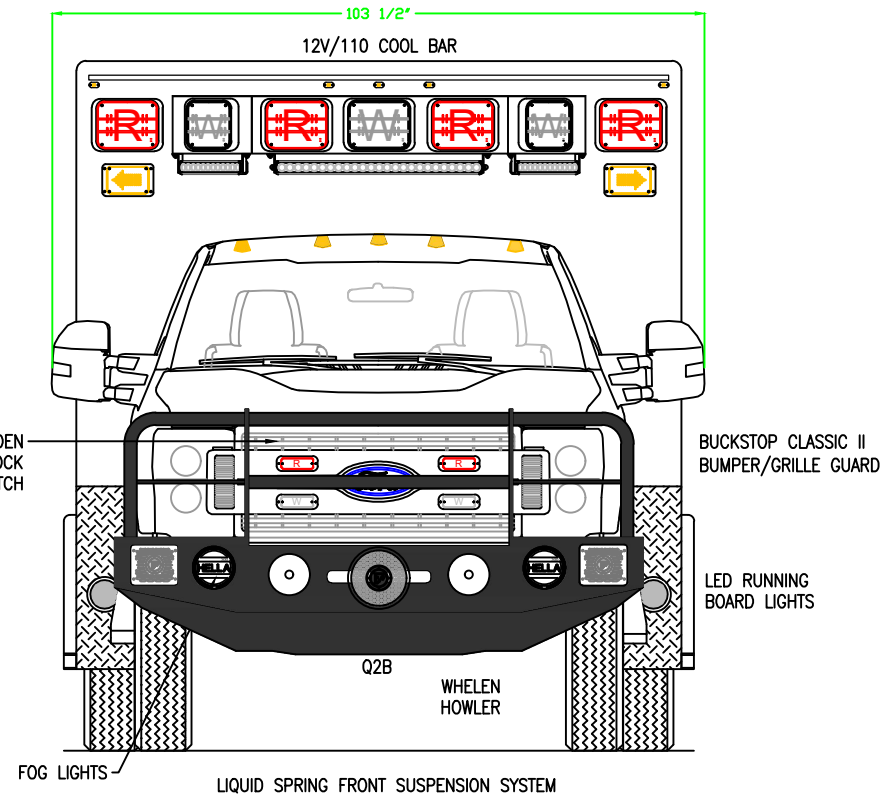
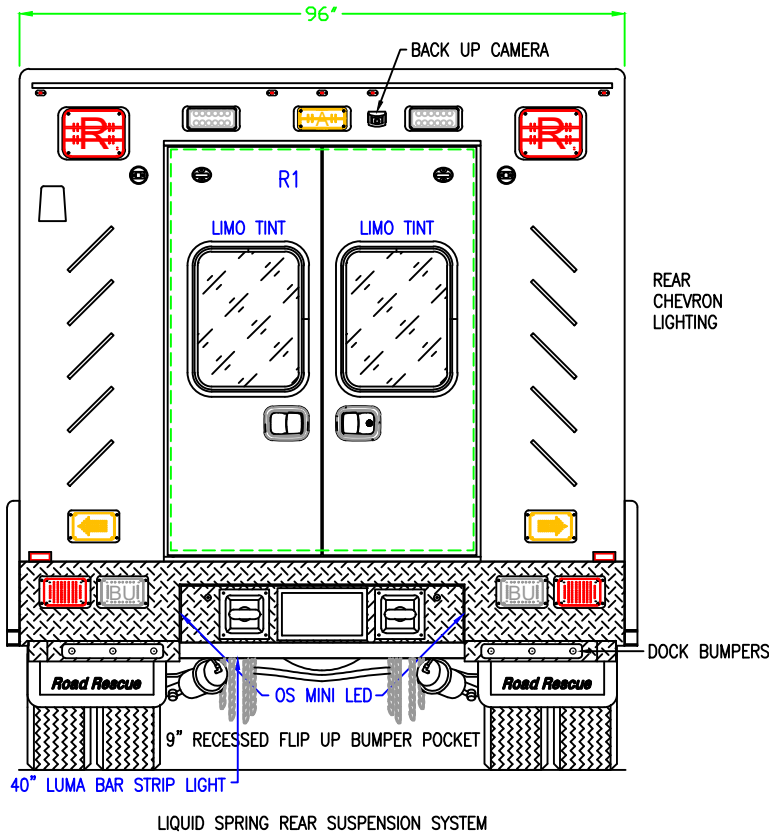
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CURBSIDE EXTERIOR DETAIL

BID NUMBER
609825



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DOOR NO.	CLEAR OPENING		NOTES
	HEIGHT	WIDTH	
R1	61.62"	50.25"	FIXED LIMO TINTED WINDOWS 18" X 24"

NOTES:

DETAILS ARE CONCEPTUAL ONLY.
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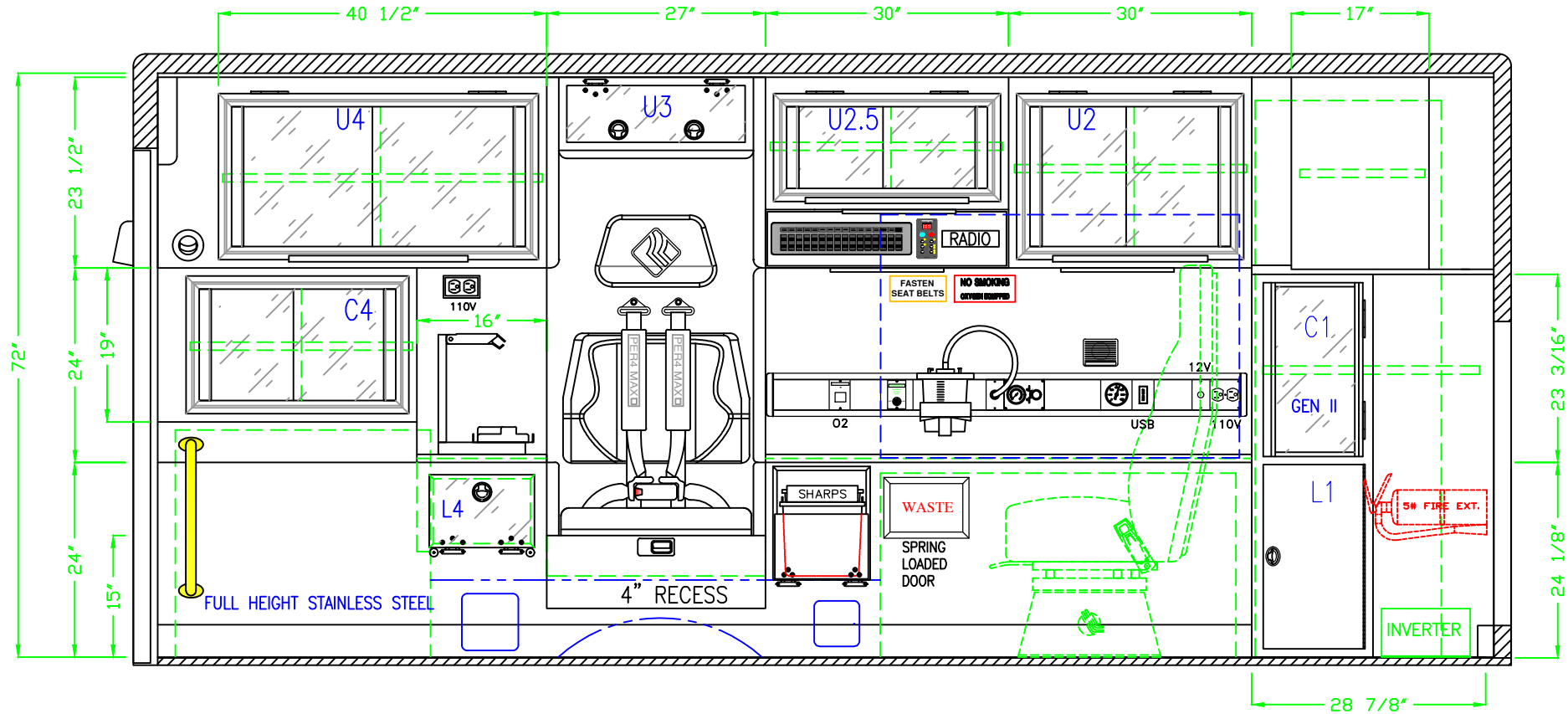
FRONT & REAR EXTERIOR DETAIL

SHEET 3 OF 10

BID NUMBER **609825**



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DOOR NO.	INTERIOR DIMENSIONS			NOTES	DOOR NO.	INTERIOR DIMENSIONS			MISC. NOTES
	HEIGHT	WIDTH	DEPTH			HEIGHT	WIDTH	DEPTH	
C1	23.00"	28.50"	15.50"	GEN II OHO DOOR, (1) ADJ. SHELF	U4	23.50"	40.50"	18.12"	SLIDING PLEX DOORS, (1) ADJ. SHELF, RESTOCK
L1	23.62"	28.50"	15.50"	SINGLE ALUM. DOOR,	C4	19.00"	28.50"	22.12"	SLIDING POLY DOORS, (1) ADJ. SHELF
U2	23.50"	29.62"	12.25"	SLIDING POLY DOORS, (1) ADJ. SHELF, RESTOCKING	DETAILS ARE CONCEPTUAL ONLY. LAYOUT AND ALL DIMENSIONS ARE APPROXIMATE AND SUBJECT TO MODIFICATION BY DESIGN ENGINEERING.				
U2.5	16.00"	29.62"	12.25"	SLIDING POLY DOORS, (1) ADJ. SHELF, RESTOCKING					

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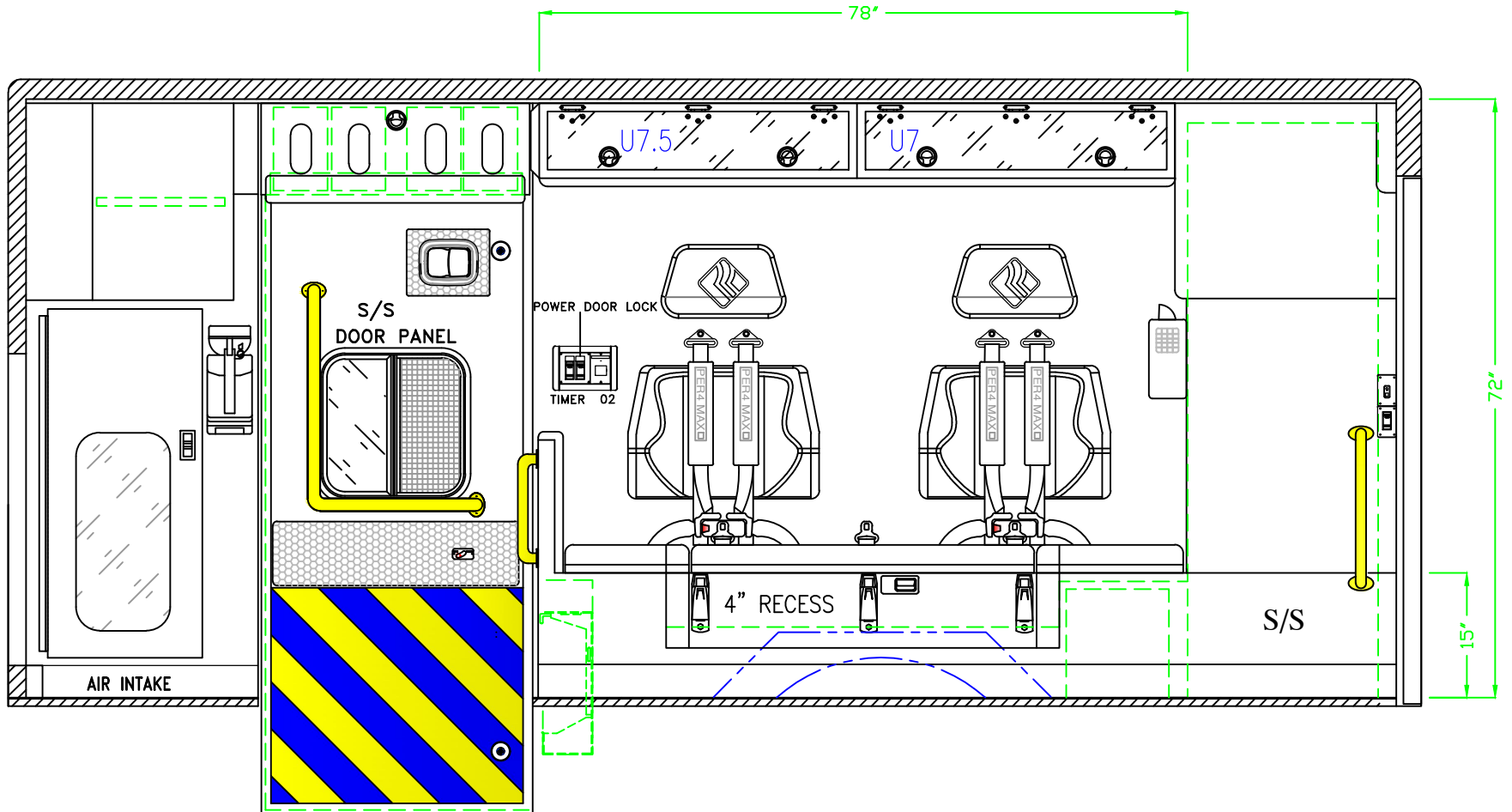
STREETSIDE INTERIOR DETAIL

BID NUMBER **609825**

DRAWN BY RRS DATE 06/03/2022 REVISION 1 09/19/2022 REVISION 2 REVISION 3 SCALE SHEET 4 OF 10



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DOOR NO.	INTERIOR DIMENSIONS			NOTES
	HEIGHT	WIDTH	DEPTH	
U7	9.00"	40.00"	8.50"	LIFT UP DOOR, RESTOCKING
U7.5	9.00"	38.00"	8.50"	LIFT UP DOOR, RESTOCKING

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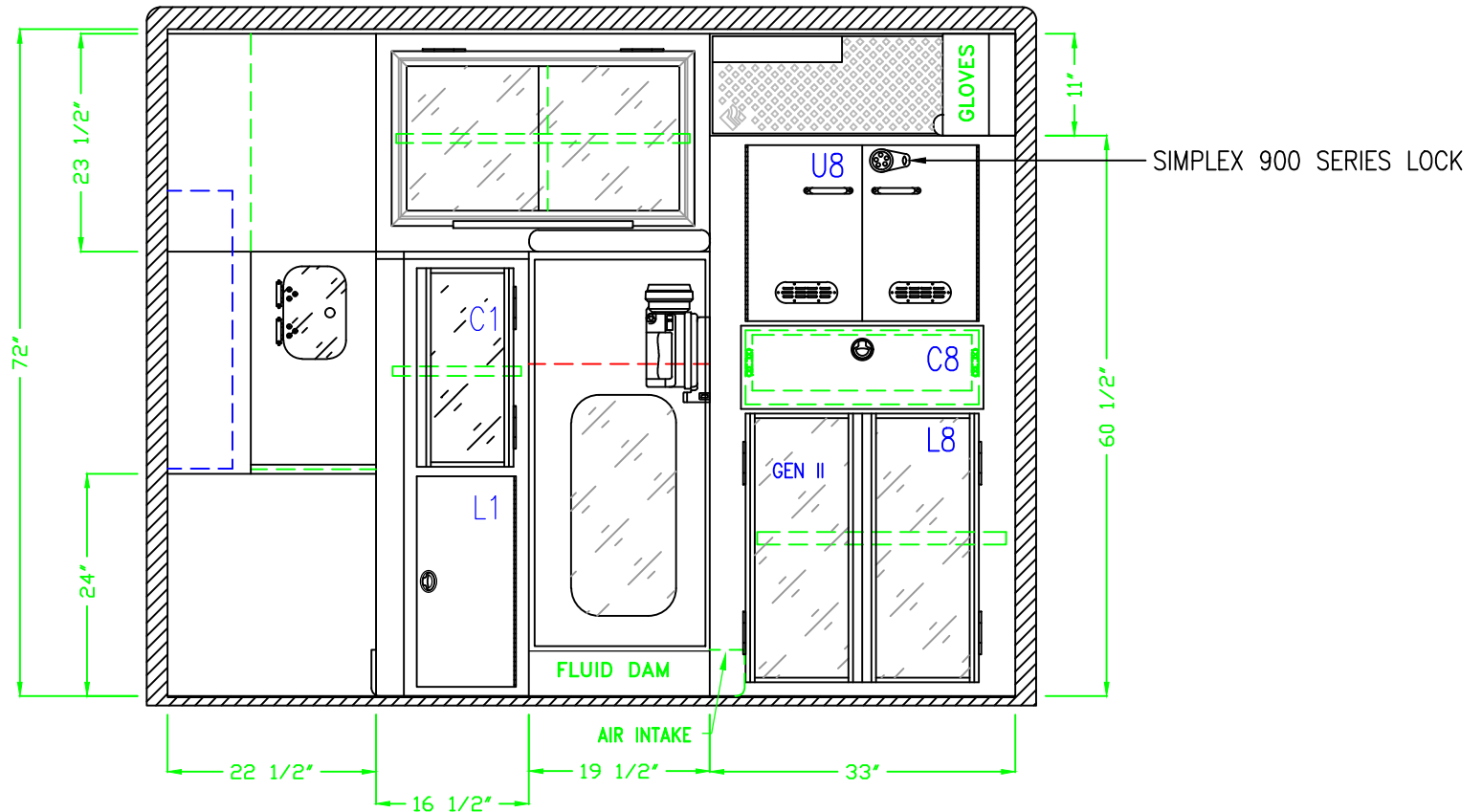
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 DRAWN BY RRS DATE 06/03/2022 REVISION 1 09/19/2022

CURBSIDE INTERIOR DETAIL

BID NUMBER
609825



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



DOOR NO.	INTERIOR DIMENSIONS			NOTES
	HEIGHT	WIDTH	DEPTH	
U8	20.00"	25.00"	26.00"	DOUBLE ALUM. DOORS, LOCKING LATCH
C8	6.00"	23.00"	22.00"	LOCKING DRAWER, GAS ASSIST STRUT
L8	31.00"	28.00"	26.00"	DOUBLE GEN II OHO DOORS, (1) ADJ. SHELF

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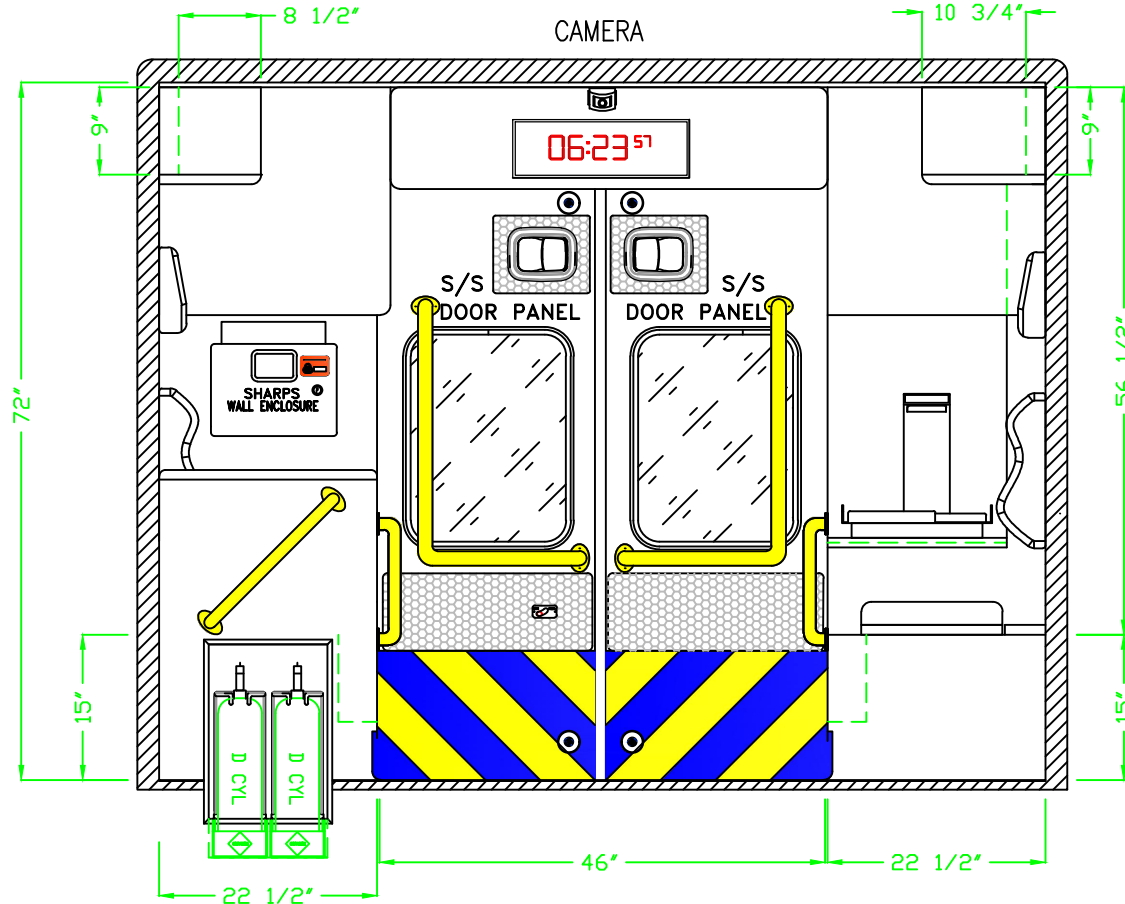
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 DRAWN BY RRS DATE 06/03/2022 REVISION 1 09/19/2022

FRONT INTERIOR DETAIL

BID NUMBER
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LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



NOTES:

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REAR INTERIOR DETAIL

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609825

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DATE
06/03/2022

REVISION 1
09/19/2022

REVISION 2

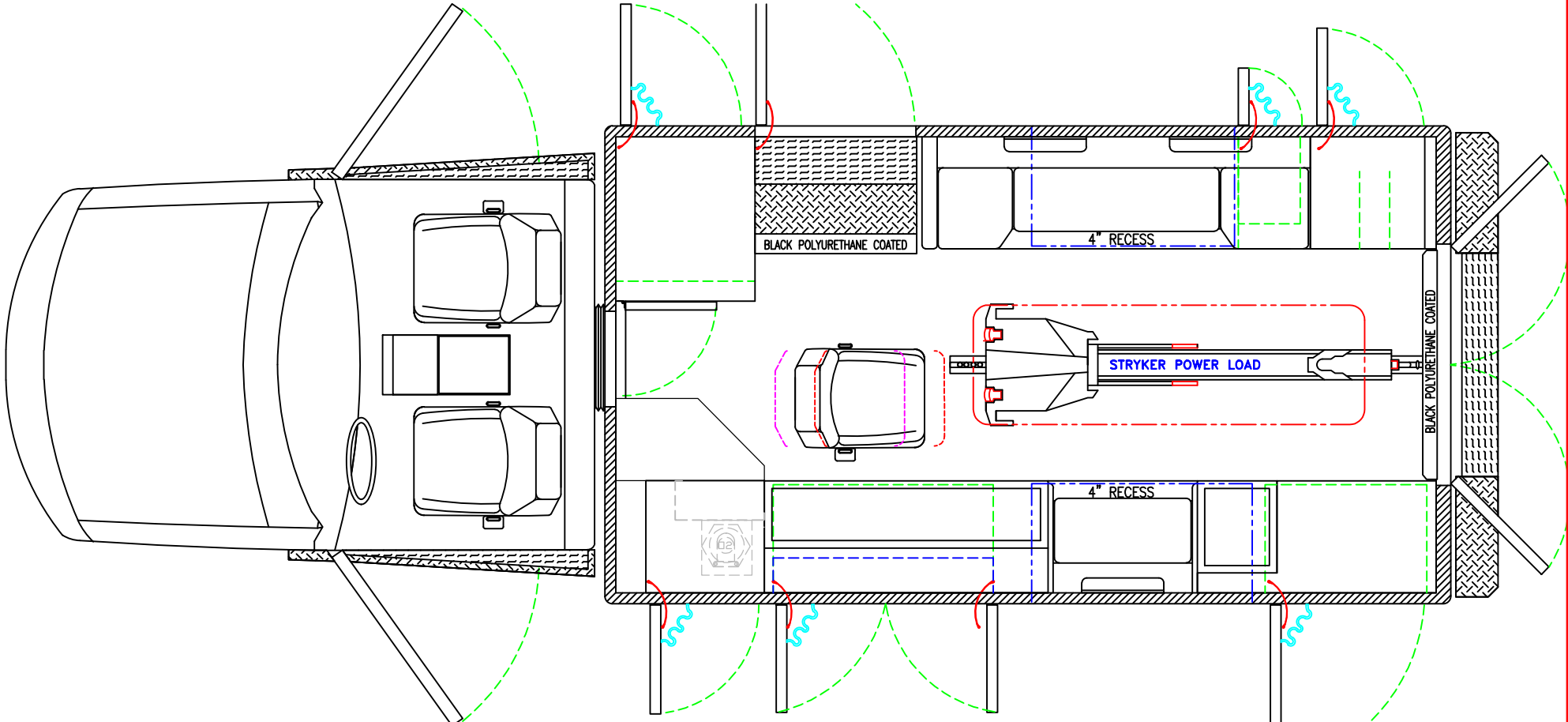
REVISION 3

SCALE

SHEET 7 OF 10



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH





NOTES:

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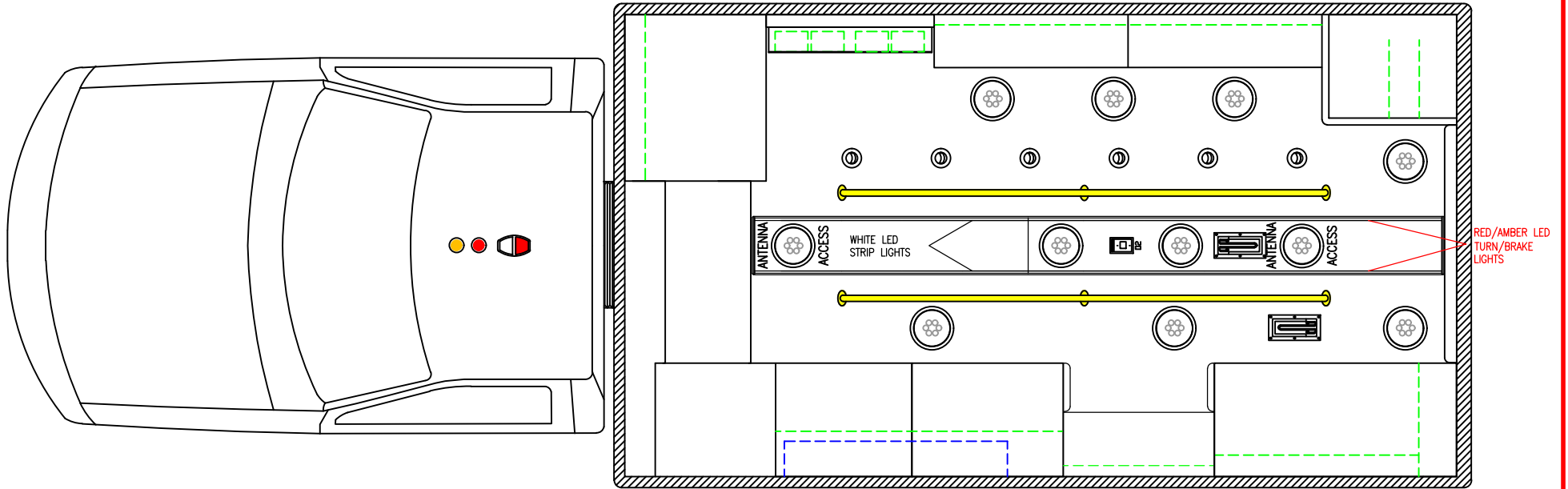
OVERHEAD FLOOR DETAIL

BID NUMBER
 **609825** 

REVISION 2 REVISION 3 SCALE SHEET 8 OF 10



LAKE MONTICELLO VRS F-550 4 X 4 ULTRAMEDIC CRAWL-THROUGH



WHITE PVC HEADLINER

NOTES:

NOTES:

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OVERHEAD CEILING DETAIL

BID NUMBER

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 **609825** 

DRAWN BY: RRS
DATE: 06/03/2022
REVISION 1: 09/19/2022

REVISION 2

REVISION 3

SCALE

SHEET 9 OF 10

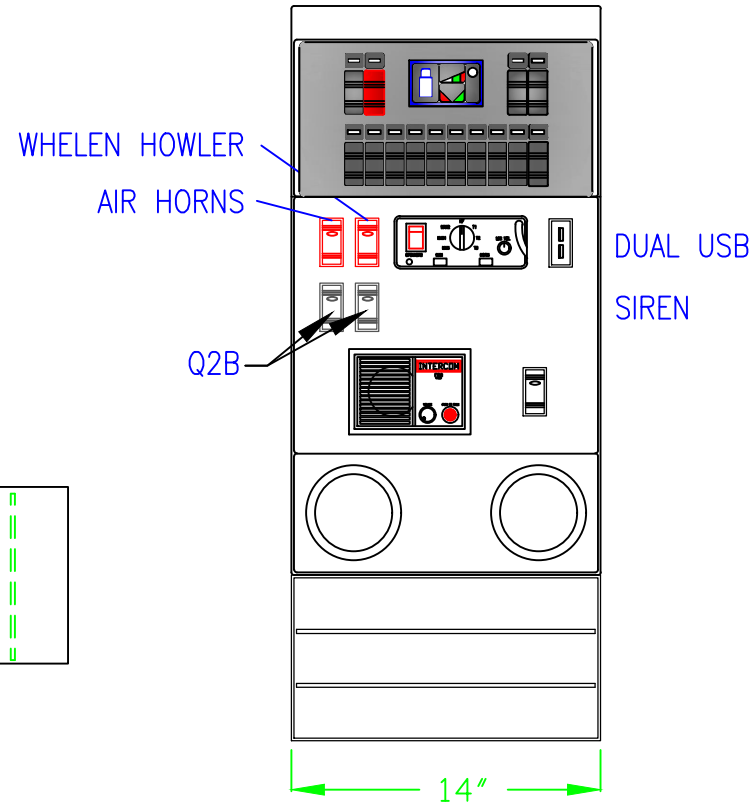
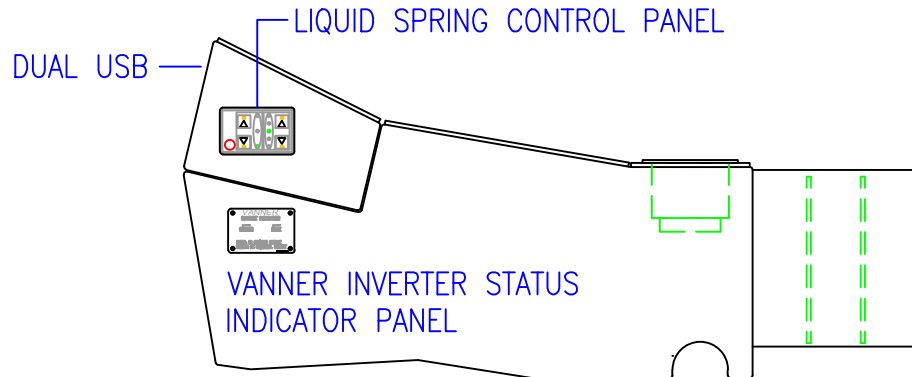


LAKE MONTICELLO VRS F-550 4x4 ULTRAMEDIC // CRAWL-THROUGH



BLACK POLYURETHANE COATED

MOUNTED AS FAR
FORWARD AS POSSIBLE



NOTES:

NOTES:

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DRAWN BY _____ DATE _____ REVISION 1 _____

REVISION 2 _____

REVISION 3 _____

SCALE
NONE

SHEET 10 OF 10

BID NUMBER

609825

CONSOLE

Standard Conversion Warranty

Rev Ambulance Group Orlando Inc., (hereinafter Rev) ("Warrantor") warrants to the original retail purchaser for a period of twenty-four (24) months or thirty-six thousand (36,000) miles from the date of delivery, whichever comes first, that this product shall be free of substantial defects in materials and workmanship, which are attributable to the Road Rescue brand and which arise during the course of normal use and service. Rev will correct any defect in material or workmanship, with either new or used replacement parts, at Rev's option. Such repair including both parts and labor, is at Rev's expense. Parts and components are not covered after the twelve (12) months. All warranty service is subject to Rev prior examination and (written) approval and will be performed by Rev or at service centers designated by Rev. This warranty is valid only in the United States and Canada, and any vehicle sold for use outside of the United States and Canada is sold "AS IS."

WARRANTY PERFORMANCE

Owner's exclusive remedy under this warranty shall be repair or replacement of defective parts, free of charge to the Owner. Owner shall bear all expenses arising out of or relating to transporting the product to the appropriate Warranty Service Location.

Warranty Exclusions and Limitations

This Limited Ambulance Warranty **DOES NOT COVER:**

1. Damage to the soft trim and appearance items if such damage is due to normal use, wear and tear, or exposure to elements.
2. Accessories, components, and/or parts not manufactured by Warrantor, which items include (but are not limited to): the chassis and its component parts, tires, tire balancing, aftermarket suspension components, wheel alignment, inverters, sirens, light bulbs, light bars, battery chargers, generator, air conditioners, radios, power converters, batteries, other electronic, sealants, hardware, moldings, windows, fender rings, and/or attachments and accessories. The manufacturers of these products may provide warranties covering the performance of their particular products.
3. Normal maintenance such as lubrication, batteries, tires, filter and oil replacement, belts and hoses, brake lining and adjustment, and vehicle alignments. Normal wear parts such as electrical accessories, voltage regulator, flashers, switches, etc.
4. Scratches or dents on the body, windows, and window shields not reported within 7 days of delivery.
5. Vinyl or painted graphics in any form not originally installed by Rev.
6. Damage to products that have been improperly installed, altered or modified by any party other than Warrantor.
7. Damage caused by misuse, neglect, negligence or accident. Usage of this product in a manner, which is inconsistent with design intentions or inconsistent with owner's manual directions, will invalidate this warranty in regard to damage caused by or relating to such inconsistent usage.
8. Damage caused by owner's failure to provide normal maintenance. Failure to follow operating instructions.
9. Damage caused by floods, fire, wind, hail, lightning, and/or any natural disaster.
10. Damage caused by replacement or modification of original parts and/or components. This includes but is not limited to improper or unauthorized installation of repairs, and/or attachments.
11. Rev shall not be liable for incidental, consequential, direct, indirect, or other damages (such as, but not limited to, lost wages, inconvenience, lodging, travel costs, or lost vehicle rental expenses) that result from breach of written warranty or any implied warranty.
12. Damage to a Rev vehicle that is leased or rented to a second party
13. Custom module if altered by welding, cutting or splicing, or improper drilling without Rev's prior written approval
14. Custom module systems and components damaged as a result of corrosion, including, but not limited to, salt and/or acidic exposure

Limitation on Damages: Rev shall not be liable for any special, incidental, or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Such damages include, but are not limited to, lost wages, lost vehicle rental expenses, loss of savings, profits, or revenue, loss of use of the vehicle or any associated equipment, cost of capital, cost of any substitute vehicle, equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties, or on remedies for breach in certain transactions. In such states, the limits in this paragraph and in the disclaimer of warranty may not apply.

Warranty Registration: This warranty is conditioned upon receipt by Rev of a completed and signed warranty registration card within two weeks of delivery. It is the obligation of the purchaser to sign the customer registration card and return it to Rev within the two weeks following delivery. The warranty registration card must be on file for any warranty claim to be considered. This warranty is not transferrable.

Warranty Claim Procedure: If the owner discovers within this period a defect in material or workmanship it must promptly notify Rev in writing. In no event shall such notification be received by Rev later than 13 months from the date of delivery to the original purchaser or thirty-six thousand (36,000) miles whichever occurs first. All post-delivery inspection claims must be completed within 30 days of the delivery of the vehicle. All warranty work is subject to Rev's examination and approval. If authorized by Rev, the obligation of Rev is limited to repairing or replacing, per the warranty schedule, to the original purchaser. The Purchaser must contact Rev in writing or call Rev's customer service department toll free at 855-661-9232 Monday through Friday from 8:00 to 5:00 pm (Eastern Time) prior to any warranty work being performed. Rev will provide the purchaser with a warranty claim form and further instructions on how to proceed with such warranty claim. All warranty correspondence must be sent to Rev, PO Box 677339, Orlando, Florida 32867-7339. In the case of products, components or parts covered by the warranty of another manufacturer, Rev will pass on to the owner the existing manufacturer's warranty to the extent reasonably possible. Invoices for approved warranties must be sent within 30 days of approval. The invoices must reference the Advance Factory Authorization (AFA) approval number. If an invoice is received without the AFA number it may be rejected and we will advise you to follow the abovementioned warranty claim procedure.

Third Party Representations: Rev does not authorize any person to create for Rev any other obligations or liability in connection with its custom module, and Rev is not responsible for any representation, promise or warranty made by a dealer, component or vehicle manufacturer, or other person beyond what is expressly stated in this limited warranty.

Warrantor's Rights: Warrantor reserves the unrestricted right to change the parts and designs of its products from time to time without notice and with no obligation to make corresponding changes in the product previously manufactured.

Disclaimer of Warranty: The foregoing warranties are in lieu of all other warranties, express or implied. The implied warranties of merchantability and fitness for a particular purpose are expressly disclaimed.

Warranty Termination: The warranty shall be void, and Rev shall be relieved from any and all obligations hereunder, if:

1. The motor vehicle is sold or any of the components are removed.
2. The chassis is remounted, unless the remount work is performed by Rev or by a service facility approved, in advance and in writing, by Rev.
3. Owner fails to comply with the warranty registration requirements described above.
4. Policy expiration date

Time Limit for requesting Arbitration: Any action for breach of warranty must be commenced within 15 months following delivery.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or beach thereof, shall be settled by arbitration administered by the American Arbitration Association in Orange County, Florida in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Florida shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

No Other Warranty: Unless modified in a written statement signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties (including without limitation any terms and conditions contained in any purchase order or sales invoice issued pursuant to the sale of the vehicle) relating to the subject matter of this agreement. No employee of Rev or any other party is authorized to make any warranty in addition to those made in this agreement.



LIMITED LIFETIME CABINET CONSTRUCTION WARRANTY

Rev Ambulance Group Orlando Inc., (hereinafter Rev) ("Warrantor") warrants to **the original retail purchaser**, upon expiration of the attached twenty-four (24) months/ thirty-six thousand (36,000) miles standard conversion vehicle warranty. The following parts or components of the patient compartment cabinets of the Road Rescue vehicle will remain free from defects in material and workmanship:

- That the aluminum, wood or non-wood material used for the construction of the cabinets shall not delaminate.
- That the aluminum or wood dowels used for the construction of the cabinets shall not allow the cabinet sections to separate.

This Cabinet Construction Warranty commences upon the expiration of the original Rev twenty-four (24) months/ thirty-six thousand (36,000) miles standard conversion vehicle warranty and continues for the lifetime of the vehicle for the original owner on the original chassis. For the purpose of the Limited Lifetime Cabinet Construction Warranty, a lifetime is defined by Rev as; 10 years from the expiration of the original Rev twenty-four (24) months/ thirty-six thousand (36,000) miles standard conversion vehicle warranty for only the only original retail purchaser/owner. This warranty is valid only in the United States and Canada, and any vehicle sold for use outside of the United States and Canada is sold "AS IS."

If the owner discovers within this period a defect in the workmanship or material of any of the conditions listed above, it must promptly notify Rev in writing. In no event shall such notification be received by Rev later than one month after the date this Cabinet Construction Warranty expires. Within a reasonable time after such notification, Rev will correct any defect in workmanship or material by repairing or replacing same, at Rev's sole option. Such repair, including both parts and labor is at Rev's expense. All warranty service is subject to Rev's prior examination and written approval and will be performed by Rev or at service centers designated by Rev. All transportation to and from the designated service center will be at the owner's expense and is not included as a cost of repair covered by this warranty. These remedies are the owner's **exclusive** remedies for breach of warranty.

Warranty Exclusions and Limitations

This Limited Lifetime Cabinet Construction Warranty DOES NOT COVER:

1. Any product, components or parts not manufactured by Rev or covered by the warranty of another manufacturer, whether installed by Rev or parties other than Rev, including but not limited to hinges, cabinet hardware, Lexan sliding or hinged door sections, frames around said door sections, cabinet or door hold open or closed devices, handles and similar equipment or items,
2. Damage caused by use of the vehicle for purposes other than those for which it was designed
3. Damage caused by accident or the negligence of the owner or any third party or by disasters such as fire, flood, wind and lightning,
4. Routine maintenance and maintenance items
5. Damage caused by the owner's failure to provide normal maintenance
6. Damage caused by unauthorized or improper installation of attachments, repairs or modifications
7. Damage during shipment
8. Any other abuse or misuse by the owner.
9. Exported and/or vehicles shipped to an international destination are excluded from this policy.

Limitation on Damages: Rev shall not be liable for any special, incidental, or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Such damages include, but are not limited to, lost wages, lost vehicle rental expenses, loss of savings, profits, or revenue, loss of use of the vehicle or any associated equipment, cost of capital, cost of any substitute vehicle, equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties, or on remedies for breach in certain transactions. In such states, the limits in this paragraph and in the disclaimer of warranty may not apply.

Warranty Registration: This warranty is conditioned upon receipt by Rev of a completed and signed warranty registration card within two weeks of delivery. It is the obligation of the purchaser to sign the customer registration card and return it to Rev within the two weeks following delivery. The warranty registration card must be on file for any warranty claim to be considered. This warranty is not transferrable.

Warranty Claim Procedure: If the owner discovers, within the limited lifetime warranty period, a defect in material or workmanship, the owner must contact Rev in writing or call Rev's customer service department toll free at 855-661-9232 Monday through Friday from 8:00 to 5:00 pm (Eastern Time) prior to any warranty work being performed. Rev will provide the purchaser with a warranty claim form and further instructions on how to proceed with such warranty claim. All warranty correspondence must be sent to Rev, PO Box 677339, Orlando, Florida 32867-7339. In the case of products, components or parts covered by the warranty of another manufacturer, Rev will pass on to the owner the existing manufacturer's warranty to the extent reasonably possible. However, purchasers are responsible for checking the original component manufacturer's warranty regarding its coverage. In no event shall such notification be received by Rev later than one month following the expiration of the warranty period. All warranty work is subject to Rev's examination and approval. If authorized by Rev, the obligation of Rev is limited to correcting any defect in material or workmanship, with either new or used replacement parts, at Rev's option, to the original purchaser. If approved, such repair, including both parts and labor, is at Rev's expense. Invoices for approved warranties must be sent within 30 days of approval. The invoices must reference the Advance Factory Authorization (AFA) approval number. If an invoice is received without the AFA number it may be rejected and we will advise you to follow the abovementioned warranty claim procedure.

Third Party Representations: Rev does not authorize any person to create for Rev any other obligations or liability in connection with its custom module, and Rev is not responsible for any representation, promise or warranty made by a dealer, component or vehicle manufacturer, or other person beyond what is expressly stated in this limited warranty.

Warrantor's Rights: Warrantor reserves the unrestricted right to change the parts and designs of its products from time to time without notice and with no obligation to make corresponding changes in the product previously manufactured.

Disclaimer of Warranty: The foregoing warranties are in lieu of all other warranties, express or implied. The implied warranties of merchantability and fitness for a particular purpose are expressly disclaimed.

2737 N. Forsyth Road ▪ Winter Park, FL 32792 ▪ Phone: 855.661.9232 ▪ Fax: 800.241.5177



Warranty Termination: The warranty shall be void, and Rev shall be relieved from any and all obligations hereunder, if:

1. The motor vehicle is sold or any of the components are removed.
2. The chassis is remounted, unless the remount work is performed by Rev or by a service facility approved, in advance and in writing, by Rev.
3. Owner fails to comply with the warranty registration requirements described above.
4. Policy expiration date

Time Limit for requesting Arbitration: Any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or beach thereof, shall be settled by arbitration administered by the American Arbitration Association in Orange County, Florida in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Florida shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

No Other Warranty: Unless modified in a written statement signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties (including without limitation any terms and conditions contained in any purchase order or sales invoice issued pursuant to the sale of the vehicle) relating to the subject matter of this agreement. No employee of Marque or any other party is authorized to make any warranty in addition to those made in this agreement.



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Limited Electrical Warranty

Rev Ambulance Group Orlando Inc., (hereinafter Rev) ("Warrantor") warrants to the original retail purchaser for a period of seven (7) years from the date of delivery of the completed new custom module to the end user, regardless of subsequent ownership. This product shall be free of substantial defects in materials and workmanship, which are attributable to the Road Rescue brand and which arise during the course of normal use and service. Rev will correct any defect in covered parts or workmanship, with either new or used replacement parts, at Rev's option. Covered parts are limited to custom module electrical systems and components such as electrical harness, harness installation, wires (but only to the extent that wires are broken, chafed, or pinched), electrical connections, terminal blocks, junction posts, and related components. Printed circuit boards are covered for a limited lifetime. A lifetime is defined by Rev Limited Electrical Warranty as; 10 years from the expiration of the original Rev standard conversion warranty which is for a period of twenty-four (24) months or thirty-six thousand (36,000) miles, whichever comes first, from the date of delivery for only original retail purchaser/owner. All warranty service is subject to Rev prior examination and (written) approval and will be performed by Rev or at service centers designated by Rev. This warranty is valid only in the United States and Canada, and any vehicle sold for use outside of the United States and Canada is sold "AS IS."

Component Manufacturer Warranty

Original component manufacturers may provide their own warranties. Purchasers should check the original component manufacturer's warranty regarding its coverage. Rev may assist the original retailer in submitting claim to the original component manufacturer within original manufacturer term period mentioned below.

➤ **Class 1 ES-Key** warrants that any component sold to Rev for use in the Class 1 ES-Key electrical system that is of Class 1 (or manufactured for Class 1 to their specifications) and found to have defects in material or workmanship during normal use and service, will be repaired or replaced (at Class 1 option) free of charge. Written notice of such defect must be received by Class 1 within (7) years after initial product shipment or within the first 70,000 miles of vehicle service, whichever occurs sooner. Original purchaser must provide Rev with mileage verification and written warranty notice to forward to Class 1. All equipment requiring repair or replacement under Class 1 warranty shall be returned with freight prepaid to Class 1. Such returned equipment shall be examined by Class 1, and, if found to be defective as a result of materials failure or workmanship, shall be repaired or replaced at no charge. Please read below warranty exclusions below for items not covered by Class 1. In order to ensure prompt exchange or repair service, please email Class 1 customer service department at class1returns@idexcorp.com or contact Class 1 toll free at 800-533-3569. Customer is responsible for verifying manufacturer warranties.

❖ **Class 1 Exclusions and Limitations**- Class 1 excludes and/or limits:

1. Any equipment which has been tampered with or altered after leaving our control or which has been repaired by anyone except Class 1.
2. Product which has been subjected to misuse, neglect, abuse, or improper application, will not be covered under this warranty.
3. Misuse or abuse of the equipment or any part thereof shall include, but not be limited to, damage by negligence, excess voltage or exposing it to any other conditions or environment of greater severity than that for which the equipment was designed.

❖ **Weldon (Vehicle Multiplex system)** (hereinafter VMUX) correctly is warranted against mechanical, electrical and physical defects for the period defined in the table below per module. The period is defined as the date of manufacture from Weldon; each module carries its own date of manufacture. Without (VMUX Certified Supplier) VCS, Weldon offers a 30-day parts-only warranty on all V-MUX hardware. Written notice of a defect must be received by Weldon within four (4) years after initial product shipment; unless an extended warranty is purchased. Note: Extended warranties are offered by purchasing tamper proof stickers from Weldon with the years of the warranty on them. Extended warranties extend the base warranty, a node with a 7 year sticker has an additional 3 years added to the 4 year standard. Damaged or removal of the label will result in no extended warranty. Weldon will correct by repair or replacement, at its option, equipment or parts which fail because of mechanical, electrical or physical defects, provided that the goods have been properly handled and stored prior to installation and properly installed and properly operated after installation. End users requiring warranty repairs on the V-MUX® system should contact the original equipment manufacturer's customer service or other appropriate department for service/warranty repairs. Weldon Repair Parts Labor Period is defined as the labor provided by Weldon's service department to repair/replace the returned device. This does not reflect the labor to remove/replace any such devices from the vehicle, nor indicate Weldon accepts any responsibility for such removal, replacement or troubleshooting of said devices. Please read below warranty exclusions below for items not covered by Weldon. Customer is responsible for verifying manufacturer warranties.

❖ **Weldon Exclusions and Limitations**- Weldon excludes and/or limits:

1. Cost to remove defective part, installation of repaired product, labor or consequential damages of any kind, and the exclusive remedy being to require such parts to be furnished.
2. Weldon's liability under no circumstances will exceed the contract price of goods claimed to be defective
3. Any returns under this guarantee are to be on a transportation charges prepaid basis.

Warranty Performance

Owner's exclusive remedy under this warranty shall be repair or replacement of defective parts, free of charge to the Owner. Owner shall bear all expenses arising out of or relating to transporting the product to the appropriate Warranty Service Location.

Warranty Exclusions and Limitations

This Limited Ambulance Warranty **DOES NOT COVER**:

1. Damage to products that have been improperly installed, altered or modified by any party other than Warrantor.
2. Chassis electrical system and related components installed by the chassis supplier.
3. Electrical items which are not manufactured by Rev, but which are installed by Rev Personnel. These items include, but are not limited to, the following: battery chargers; siren; inverters; generators; light bars and similar OEM equipment. These excluded items are typically covered by separate warranties supplied by the OEM manufacturer of the component. When necessary Rev Personnel may assist the purchaser in pursuing warranty assistance with the OEM manufactures of these excluded-components.
4. The cab and chassis (owner is responsible for verify warranty provided by Cab & Chassis manufacturer.) Any collateral damage from cab and chassis related electrical failure.
5. Replacement of routine maintenance items, such as voltage regulator, flashers, bulbs, batteries, switches, etc.
6. Non Electrical Components and Items not specified hereinabove as covered items.
7. Damage caused by misuse, neglect, negligence or accident. Usage of this product in a manner, which is inconsistent with design intentions or inconsistent with owner's manual directions, will invalidate this warranty in regard to damage caused by or relating to such inconsistent usage.
8. Periodic tightening and cleaning of connection terminals as required by customary routine maintenance.
9. Damage caused by owner's failure to provide normal maintenance. Failure to follow operating instructions.
10. Damage caused by floods, fire, wind, hail, lightning, and/or any natural disaster.
11. Damage caused by replacement or modification of original parts and/or components this includes but is not limited to improper or unauthorized installation of repairs, and/or attachments. Installation of any "aftermarket" devices including ancillary equipment used in emergency service calls or the modification of any existing system or component originally installed by Rev without Rev's prior express written approval and any problems resulting from such installation or modification.
12. Rev shall not be liable for incidental, consequential, direct, indirect, or other damages (such as, but not limited to, lost wages, inconvenience, lodging, travel costs (expense of transporting the product to an authorized service center for service, and all expense arising from or relating to such transportation), or lost vehicle rental expenses) that result from breach of written warranty or any implied warranty.
13. Damage to a Rev vehicle that is leased or rented to a second party

Limitation on Damages: Rev shall not be liable for any special, incidental, or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Such damages include, but are not limited to, lost wages, lost vehicle rental expenses, loss of savings, profits, or revenue, loss of use of the vehicle or any associated equipment, cost of capital, cost of any substitute vehicle, equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties, or on remedies for breach in certain transactions. In such states, the limits in this paragraph and in the disclaimer of warranty may not apply.

Warranty Registration: This warranty is conditioned upon receipt by Rev of a completed and signed warranty registration card within two weeks of delivery. It is the obligation of the purchaser to sign the customer registration card and return it to Rev within the two weeks following delivery. The warranty registration card must be on file for any warranty claim to be considered. This warranty is not transferrable.

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Warranty Claim Procedure: If the owner discovers within this period a defect in material or workmanship it must promptly notify Rev in writing, in no event shall such notification be received by Rev later than 30 days after said warranty expires to the original purchaser. All warranty work is subject to Rev's examination and approval. If authorized by Rev, the obligation of Rev is limited to repairing or replacing, per the warranty schedule, to the original purchaser. The Purchaser must contact Rev in writing or call Rev's customer service department toll free at 855-661-9232 Monday through Friday from 8:00 to 5:00 pm (Eastern Time) prior to any warranty work being performed. Rev will provide the purchaser with a warranty claim form and further instructions on how to proceed with such warranty claim. All warranty correspondence must be sent to Rev, PO Box 677339, Orlando, Florida 32867-7339. In the case of products, components or parts covered by the warranty of another manufacturer, Rev will pass on to the owner the existing manufacturer's warranty to the extent reasonably possible. All claimed defective parts are to be returned by the original purchaser, transportation expenses for returned parts pre-paid to Rev within 30 days of receipt of the replacement part or parts sent by Rev. If the claimed defective part(s) are not received by Rev within the 30 day grace period, or if the claimed defect cannot be authenticated, the original purchaser will be charged the full value of the replacement parts plus shipping and handling. Invoices for approved warranties must be sent within 30 days of approval. The invoices must reference the Advance Factory Authorization (AFA) approval number. If an invoice is received without the AFA number it may be rejected and we will advise you to follow the abovementioned warranty claim procedure.

Third Party Representations: Rev does not authorize any person to create for Rev any other obligations or liability in connection with its custom module, and Rev is not responsible for any representation, promise or warranty made by a dealer, component or vehicle manufacturer, or other person beyond what is expressly stated in this limited warranty.

Warrantors Rights: Warrantor reserves the unrestricted right to change the parts and designs of its products from time to time without notice and with no obligation to make corresponding changes in the product previously manufactured.

Disclaimer of Warranty: The foregoing warranties are in lieu of all other warranties, express or implied. The implied warranties of merchantability and fitness for a particular purpose are expressly disclaimed.

Warranty Termination: The warranty shall be void, and Rev shall be relieved from any and all obligations hereunder, if:

1. The motor vehicle is sold or any of the components are removed.
2. The chassis is remounted, unless the remount work is performed by Rev or by a service facility approved, in advance and in writing, by Rev.
3. Owner fails to comply with the warranty registration requirements described above.
4. Policy expiration date

Time Limit: Any action for breach of warranty must be commenced within 15 months following delivery.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association in Orange County, Florida in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Florida shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

No Other Warranty: Unless modified in a written statement signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties (including without limitation any terms and conditions contained in any purchase order or sales invoice issued pursuant to the sale of the vehicle) relating to the subject matter of this agreement. No employee of Rev or any other party is authorized to make any warranty in addition to those made in this agreement.



Vehicles for life



Modular Structure Limited Lifetime Warranty

Rev Ambulance Group Orlando Inc., (hereinafter Rev) ("Warrantor") warrants to **the original retail purchaser** only, that the Road Rescue module structure that is the subject of this sale is structurally sound and free from all structural defects in material and workmanship and further warrants the module structure will remain free of structural damage due to rusting caused by electrolysis. The custom module structure limited warranty is in effect for the lifetime of a new vehicle. For the purpose of the lifetime custom module limited warranty, a lifetime is defined by Rev as; 25 years from the date of original retail owner's purchase/in-service date from Rev or the period of time the ambulance is in continuous front line service with the original retail purchaser. In the event of a module remount this custom module structural warranty shall remain in effect provided the remount work is completed within the defined lifetime period, and remount work is completed by Rev or a facility Rev authorizes. This limited warranty covers repairs or replacement of any part of your new Rev custom module structure (hereinafter Covered Parts) in which a defect in materials or workmanship appears during normal use, maintenance or service within the limited warranty period, subject to the limitations and exclusions. The repair or replacement does not extend the life of the limited warranty except where state or provincial law otherwise provides for an extension during the time that the Covered Part is being repaired or replaced under this limited warranty. Covered Parts are limited to custom module systems and components such as custom module body, exterior doors, and interior aluminum cabinets. Rev will not replace the ambulance or repurchase the ambulance. All warranty service is subject to Rev's prior examination and (written) approval and will be performed by Rev or at service centers designated by Rev. This warranty is valid only in the United States and Canada, and any vehicle sold for use outside of the United States and Canada is sold "AS IS."

Warranty Performance

Owner's exclusive remedy under this warranty shall be repair or replacement of defective parts, free of charge to the Owner. Owner shall bear all expenses arising out of or relating to transporting the product to the appropriate Warranty Service Location.

Warranty Exclusions and Limitations

This Limited Ambulance Warranty **DOES NOT COVER:**

1. All paint, striping, hardware, hinges, latches, moldings, windows, appointments and accessories.
2. Any and all structural defects resulting from any form of accident or operator negligence.
3. Material or parts manufactured by other entities, including but not limited to sealants, hardware, moldings, windows, fenderettes and other appointments and accessories.
4. Damage caused by misuse, neglect, negligence or accident. Usage of this product in a manner, which is inconsistent with design intentions or inconsistent with owner's manual directions, will invalidate this warranty in regard to damage caused by or relating to such inconsistent usage.
5. Damage caused by owner's failure to provide normal maintenance. Failure to follow operating instructions.
6. Damage caused by floods, fire, wind, hail, lightning, any natural disaster, overloading, chemical fallouts, industrial contamination, and/or vandalism.
7. Damage caused by replacement or modification of original parts and/or components this includes but is not limited to improper or unauthorized installation of attachments, repairs, modifications or alterations.
8. Damage caused by replacement of original parts or components with unauthorized substitutes.
9. Damage during shipment.
10. Rev shall not be liable for incidental, consequential, direct, indirect, or other damages (such as, but not limited to, lost wages, inconvenience, lodging, travel costs, or lost vehicle rental expenses) that result from breach of written warranty or any implied warranty.
11. Damage to a Rev vehicle that is leased or rented to a second party.
12. Damage to products that have been improperly installed, altered or modified by any party other than Warrantor.
13. General tightening, lubrication of latches, catches, and electrical components.
14. Interior cabinets.
15. Fiberglass components
16. Installation of any "aftermarket" devices including ancillary equipment used in emergency service calls or the modification of any existing system or component originally installed by Rev without Rev's prior express written approval and any problems resulting from such installation or modification.
17. Custom module if altered by welding, cutting or splicing, or improper drilling without Rev's prior written approval.
18. Custom module components damaged as a result of corrosion, including, but not limited to, acid rain, blisters, deicing chemicals, road salt additives and/or acidic exposure.

Limitation on Damages: Rev shall not be liable for any special, incidental, or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Such damages include, but are not limited to, lost wages, lost vehicle rental expenses, loss of savings, profits, or revenue, loss of use of the vehicle or any associated equipment, cost of capital, cost of any substitute vehicle, equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some States do not allow limits on warranties, or on remedies for breach in certain transactions. In such States, the limits in this paragraph and in the disclaimer of warranty may not apply.

Warranty Registration: This warranty is conditioned upon receipt by Rev of a completed and signed warranty registration card within two weeks of delivery. It is the obligation of the purchaser to sign the customer registration card and return it to Rev within the two weeks following delivery. The warranty registration card must be on file for any warranty claim to be considered. This warranty is not transferrable.

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Warranty Claim Procedure: If the owner discovers within this period a defect in material or workmanship, the owner must promptly notify Rev in writing. In no event shall such notification be received by Rev later than 3 months from the expiration of the Modular Structure Limited Lifetime Warranty. All warranty work is subject to Rev's examination and approval. If authorized by Rev, the obligation of Rev is limited to repairing or replacing, per the warranty term period, to the original purchaser. The Purchaser must contact Rev in writing or call Rev's customer service department toll free at 855-661-9232 Monday through Friday from 8:00 to 5:00 pm (Eastern Time) prior to any warranty work being performed. Rev will provide the purchaser with a warranty claim form and further instructions on how to proceed with such warranty claim. All warranty correspondence must be sent to Rev, PO Box 677339, Orlando, Florida 32867-7339. In the case of products, components or parts covered by the warranty of another manufacturer, Rev will pass on to the owner the existing manufacturer's warranty to the extent reasonably possible. All claimed defective parts are to be returned by the original purchaser, transportation expenses for returned parts pre-paid to Rev within 30 days of receipt of the replacement part or parts sent by Rev. If the claimed defective part(s) are not received by Rev within the 30 day grace period, or if the claimed defect cannot be authenticated, the original purchaser will be charged the full value of the replacement parts plus shipping and handling. Invoices for approved warranties must be sent within 30 days of approval. The invoices must reference the Advance Factory Authorization (AFA) approval number. If an invoice is received without the AFA number it may be rejected and we will advise you to follow the abovementioned warranty claim procedure.

Third Party Representations: Rev does not authorize any person to create for Rev any other obligations or liability in connection with its custom module, and Rev is not responsible for any representation, promise or warranty made by a dealer, component or vehicle manufacturer, or other person beyond what is expressly stated in this limited warranty.

Warrantor's Rights: Warrantor reserves the unrestricted right to change the parts and designs of its products from time to time without notice and with no obligation to make corresponding changes in the product previously manufactured.

Disclaimer of Warranty: The foregoing warranties are in lieu of all other warranties, express or implied. The implied warranties of merchantability and fitness for a particular purpose are expressly disclaimed.

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Warranty Termination: The warranty shall be void, and Rev shall be relieved from any and all obligations hereunder, if:

1. The motor vehicle is sold or any of the components are removed.
2. The chassis is remounted, unless the remount work is performed by Rev or by a service facility approved, in advance and in writing, by Rev.
3. Owner fails to comply with the warranty registration requirements described above.
4. Policy expiration date

Time Limit for requesting Arbitration: Any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association in Orange County, Florida in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Florida shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

No Other Warranty: Unless modified in a written statement signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties (including without limitation any terms and conditions contained in any purchase order or sales invoice issued pursuant to the sale of the vehicle) relating to the subject matter of this agreement. No employee of Rev or any other party is authorized to make any warranty in addition to those made in this agreement.

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Modular Warranty Certificate

Body Paint Warranty

Rev Ambulance Group Orlando Inc., (hereinafter Rev) ("Warrantor") warrants to the original retail purchaser, under normal use and service, each new Road Rescue modular body paint job is free of all material and workmanship defects for a prorated period of five (5) years from the date of delivery. All warranty service is subject to Rev's prior examination and (written) approval. All warranty service will be performed by Rev or at service centers designated by Rev. This warranty is valid only in the United States and Canada, and any vehicle sold for use outside of the United States and Canada is sold "AS IS." The paint applied by Rev is limited to the original user and limited to the exterior painted surface of the module according to this warranty schedule:

0-36 months	100%
37-48 months	50%
49-60 months	25%

The warranty provided herein shall cover and extend to the following properties of the paint system according to the warranty schedule:

- Loss of adhesion of the paint system resulting in rust
- Cracking of paint system
- Fading or loss of gloss

Repair or replacement of covered parts by a Rev Authorized Service Center is the exclusive remedy under this limited warranty. Rev will not replace the ambulance or repurchase the ambulance from you. The repair of a vehicle does not extend the life of the warranty except where state or provincial law otherwise provides for an extension during the time covered repair is under warranty.

Modular Body Paint Warranty Exclusions and Limitations

The following conditions are specifically excluded from the Rev Modular Body Paint Warranty:

- Exterior finish on any fiberglass components, including but not limited to hardware moldings, windows, mirrors, lights and other appointments and accessories
- Hazing, chalking, or loss of gloss caused by improper care, abrasive polishes, cleaning agents, heavy duty pressure washing, or aggressive mechanical wash systems;
- Paint deterioration caused by abuse, accidents, acid rain, hail, blisters, deicing chemicals, road salt additives, film degradation due to rust or corrosion originating from substrate, chemical fallout or acts of nature;
- Damage resulting from crevice corrosion
- Accidents, scratches, chips, bruises, and gloss reduction due to normal vehicle use and maintenance
- Re-application of custom finishes, custom decals, hand lettering, exotic finishes or any other finish other than standard refinish procedure;
- Scratches, chips, UV Paint fade, or gloss reduction due to normal wear and tear
- All paint hardware, hinges, latches, windows, appointments and accessories
- Gold leaf, decals, graphics, stickers, name plates, or striping except that which is affected by repair
- Paint failures resulting from the improper application of striping, tapes, decals or custom painted designs I numerals
- Repairs done to previously refinished areas unless stripped to bare metal and appropriate substrate
- Any product finishes, component finishes or finishes of parts not manufactured by Rev, including the chassis
- Defects resulting from normal and customary wear as a result of operating the vehicle
- Defects caused by installation of any devices and/or modification of any existing system or component originally installed by Rev without Rev's prior express written approval and any problems resulting from such installation or modification
- Repairs or alterations done over previously refinished areas, unless stripped to bare metal or appropriate substrata
- Paint if altered by welding, cutting or splicing, or improper drilling without Rev's prior written approval.
- Damage that occurs during shipment
- Damage caused by abrasion of external foreign objects
- Claims presented without proper Warranty documentation or pictures
- Rev shall not be liable for incidental, consequential, direct, indirect, or other damages (such as, but not limited to, lost wages, lodging, travel costs, or lost vehicle rental expenses) that result from breach of written warranty or any implied warranty.

Limitation on Damages: Rev shall not be liable for any special, incidental, or consequential damages based upon breach of warranty, breach of contract, negligence, strict tort, or any other legal theory. Such damages include, but are not limited to, lost wages, lost vehicle rental expenses, loss of savings, profits, or revenue, loss of use of the vehicle or any associated equipment, cost of capital, cost of any substitute vehicle, equipment, facilities or services, downtime, the claims of third parties including customers, and injury to property. This limitation does not apply to claims for personal injury. Some states do not allow limits on warranties, or on remedies for breach in certain transactions. In such states, the limits in this paragraph and in the disclaimer of warranty may not apply.

Warranty Registration: This warranty is conditioned upon receipt by Rev of a completed and signed warranty registration card within two weeks of delivery. It is the obligation of the purchaser to sign the customer registration card and return it to Rev within the two weeks following delivery. The warranty registration card must be on file for any warranty claim to be considered. This warranty is not transferrable.

Warranty Claim Procedure: The original purchaser shall notify Rev within thirty (30) days of the first signs of the claimed defect or perforation. All warranty work is subject to Rev's examination and approval. If authorized by Rev, the obligation of Rev is limited to repairing or replacing, per the warranty schedule, to the original purchaser. The Purchaser must contact Rev in writing or call Rev's customer service department toll free at 855-661-9232 Monday through Friday from 8:00 to 5:00 pm (Eastern Time) prior to any warranty work being performed. Rev will provide the purchaser with a warranty claim form and further instructions on how to proceed with such warranty claim. All warranty correspondence must be sent to Rev, PO Box 677339, Orlando, Florida 32867-7339. In the case of products, components or parts covered by the warranty of another manufacturer, Rev will pass on to the owner the existing manufacturer's warranty to the extent reasonably possible. Invoices for approved warranties must be sent within 30 days of approval. The invoices must reference the Advance Factory Authorization (AFA) approval number. If an invoice is received without the AFA number it may be rejected and we will advise you to follow the abovementioned warranty claim procedure.

Third Party Representations: Rev does not authorize any person to create for Rev any other obligations or liability in connection with its custom module, and Rev is not responsible for any representation, promise or warranty made by a dealer, component or vehicle manufacturer, or other person beyond what is expressly stated in this limited warranty.

Warrantor's Rights: Warrantor reserves the unrestricted right to change the parts and designs of its products from time to time without notice and with no obligation to make corresponding changes in the product previously manufactured.

Disclaimer of Warranty: The foregoing warranties are in lieu of all other warranties, express or implied. The implied warranties of merchantability and fitness for a particular purpose are expressly disclaimed.

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Warranty Termination: The warranty shall be void, and Rev shall be relieved from any and all obligations hereunder, if:

1. The motor vehicle is sold or any of the components are removed.
2. The chassis is remounted, unless the remount work is performed by Rev or by a service facility approved, in advance and in writing, by Rev.
3. Owner fails to comply with the warranty registration requirements described above.
4. Policy expiration date

Time Limit for requesting Arbitration: Any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

Legal Remedies: Any claim or controversy arising out of or relating to this limited warranty, or breach thereof, shall be settled by arbitration administered by the American Arbitration Association in Orange County, Florida in accordance with the Commercial Arbitration Rules of the American Arbitration Association. The laws of the State of Florida shall be applied in any arbitration proceedings, without regard to principles of conflict of law. Each party shall bear its own costs, fees and expenses of arbitration. The arbitrator(s) determination and the basis for that determination shall be in writing and shall include an explanation of the basis for the determination. The determination of the arbitrator(s) shall be final and binding and judgment upon such determination may be entered in any court having jurisdiction. The arbitration proceedings and arbitration award shall be maintained by the parties as strictly confidential, except as otherwise required by court order or as is necessary to confirm, vacate, or enforce the award and for disclosure in confidence to the parties' respective attorneys, tax advisors, or senior management personnel. Furthermore, any action for breach of warranty must be commenced within three months following the expiration of the warranty period.

No Other Warranty: Unless modified in a written statement signed by both parties, this agreement is understood to be the complete and exclusive agreement between the parties, superseding all prior agreements, oral or written, and all other communications between the parties (including without limitation any terms and conditions contained in any purchase order or sales invoice issued pursuant to the sale of the vehicle) relating to the subject matter of this agreement. No employee of Marque or any other party is authorized to make any warranty in addition to those made in this agreement.



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Appendix I

COUNTY OF FLUVANNA

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

These General Terms, Conditions and Instructions to Bidders and Contractor (hereinafter referred to as the “General Conditions”) shall apply to all purchases and be incorporated into and be a part of each Solicitation (as defined below) and every Contract (as defined below) awarded by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “County”) unless otherwise specified by the County in writing. Bidders, Offerors and Contractors or their authorized representatives are expected to inform themselves fully as to these General Conditions before submitting Bids or Proposals to and/or entering into any Contract with the County: failure to do so will be at the Bidder’s/Contractor’s own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, including the County’s Procurement Policies and Procedures, Bids or Proposals on all Solicitations issued by County will bind Bidders or Offerors, as applicable, and Contracts will bind Contractors, to all applicable terms, conditions, instructions, rules and requirements herein set forth unless otherwise SPECIFICALLY set forth by the County in writing in the Solicitation or Contract. All provisions of these General Conditions are material to any contract between the County and a Contractor.

INTRODUCTION

1. **VIRGINIA PUBLIC PROCUREMENT ACT AND ETHICS IN PUBLIC CONTRACTING:** The Virginia Public Procurement Act of Virginia Code §§ 2.2-4300 *et seq.* (hereinafter the “VPPA”) is incorporated herein by reference. Nothing in these General Conditions is intended to conflict with the VPPA and in case of any conflict, the VPPA controls. Specifically, the provisions of Article 6 of the VPPA (Virginia Code §§ 2.2-4367 through 2.2-4377) relating to ethics in contracting, shall be applicable to all Solicitations and Contracts solicited or entered into by the County. By submitting their Bids or signing any Contract, all Bidders and Contractors certify that they have not violated any of the provisions of Article 6 of the VPPA, including, but not limited to, that their Bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements.
2. **DEFINITIONS:** The definitions of Virginia Code §§ 2.2-4301, 2.2-4302.1 and 2.2-4302.2 are specifically incorporated herein by reference and as used in these General Conditions, whether capitalized or not, any of such defined terms have the same meaning as such terms have under the VPPA: such defined terms include: “Affiliate”, “Best Value”, “Business”, “Competitive Negotiation”, “Competitive Sealed Bidding”, “Construction”, “Construction Management Contract”, “Design-Build Contract”, “Employment Services Organization”, “Goods”, “Informality”, “Job Order Contracting”, “Multiphase Professional Services Contract”, “Nonprofessional Services”, “Potential Bidder or Offeror”, “Professional Services”, “Public Body”, “Public Contract”, “Responsible Bidder or Offeror”, “Responsive Bidder”, “Reverse Auctioning” and

“Services”. Additionally, as used in these General Conditions, the following terms, whether capitalized or not, have the following meanings:

- a. Bid/Proposal: The offer of a Bidder or Offeror to provide specific Goods or Services at specified prices and/or other conditions specified in the Solicitation. The term “Bid” is used throughout these General Conditions and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.
- b. Bidder/Offeror/Vendor: Any individual(s), company, firm, corporation, partnership or other organization bidding or offering on any Solicitation issued by the County and/or offering to enter into Contracts with the County. The term “Bidder” is used throughout these General Conditions and where appropriate includes the term “Offeror” and/or “Vendor”.
- c. Contract: Any contract to which the County will be a party.
- d. Contractor: Any individual(s), company, firm, corporation, partnership, or other organization to whom an award is made by the County or whom enters into any contract to which the County is a party.
- e. County: The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
- f. County Administrator: The Fluvanna County Administrator.
- g. County Attorney: The Fluvanna County Attorney.
- h. Purchasing Agent: The County Administrator is the County’s Purchasing Agent and is responsible for the purchasing activity of Fluvanna County; and has signatory authority to bind the County to all contracts and purchases made lawfully under the Fluvanna County Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all other contracts and purchases only after the contracts or purchases have been approved by a vote of the Fluvanna County Board of Supervisors.
- i. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the “General Conditions”): These General Terms, Conditions and Instructions to Bidders and Contractors shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is party.
- j. His: Any references to “his” shall include his, her, their, or its as appropriate.
- k. Invitation to Bid (also referred to herein as an “IFB”): A request which is made to prospective Bidders for their quotation on Goods or Services desired by the County. The issuance of an IFB will contain or incorporate by reference the General Conditions and the other specifications and contractual terms and

conditions applicable to the procurement.

- l. Purchasing Officer: The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
 - m. Request for Proposal (also referred to herein as a “RFP”): A request for an offer from prospective Offerors which shall indicate the general terms which are sought to be procured from Offerors. The RFP will specify the evaluation factors to be used and will contain or incorporate by reference the General Conditions and other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the Contractor.
 - n. Small Purchasing Procedures: The County’s Small Purchasing Procedures, being Chapter 4 of the County’s Procurement Policies and Procedures, a method of purchasing not requiring competitive sealed bids or competitive negotiation for single or term contracts for goods and services other than professional services if the aggregate or the sum of all phases is not expected to exceed \$50,000; and also allowing for single or term contracts for professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed \$50,000.
 - o. Solicitation: The process of notifying prospective Bidders or Offerors that the County wishes to receive Bids or Proposals on a set of requirements to provide Goods or Services. “Solicitation” includes any notification of the County requirements may consist of public advertising (newspaper, County’s website, or other electronic notification), the mailing of notices of Solicitation, any Invitation for Quotes (“IFQ”), Initiations to Bid (“IFB”), or Requests for Proposal (“RFP”), the public posting of notices, issuance of an Open Market Procurement (“OMP”), or telephone calls to prospective Bidders or Offerors.
 - p. State: The Commonwealth of Virginia.
3. **AUTHORITY**: The Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of goods, services, insurance and construction in accordance with the County’s Procurement Policies and Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County’s Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County’s Small Purchasing Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every other Solicitation, Contract and purchase order issued by the County except that the Purchasing Agent has signatory authority to bind the County to all other contracts and purchases ONLY after the contracts or purchases have been adopted and approved by a vote of the Fluvanna County Board of Supervisors (the “Board”).

Unless specifically delegated by the Board or the Purchasing Agent, and consistent with the limited authority granted thereto, no other County officer or employee is authorized to order supplies or Services, enter into purchase negotiations or Contracts, or in any way obligate the County for any indebtedness. Any purchase or contract made which is contrary to such authority shall be of no effect and void and the County shall not be bound thereby.

For convenience, the County's Purchasing Officer shall serve as an intermediary between the Purchasing Agent and the Bidder or Contractor and any Bidder or Contractor may direct communications regarding any purchase, Solicitation or Contract to the Purchasing Officer; however as stated *supra* only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

CONDITIONS OF BIDDING

4. **COMPETITION INTENDED:** It is the County's intent to encourage and permit open and competitive bidding in all Solicitations. It shall be the Bidder's responsibility to advise the County in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in a Solicitation to a single source. The County must receive such notification not later than seven (7) business days prior to the deadline set for acceptance of the Bids. In submitting a Bid, the Bidder guarantees that he or she has not been a party with other Bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render the Bid of any Bidder involved void.
5. **DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against Bidders, Offerors or Contractors because of race, religion, color, sex, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Small Business and Supplier Diversity. Pursuant to Virginia Code § 2.2-4343.1, the County does not discriminate against "faith-based organizations", being a religious organization that is or applies to be a contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193.
6. **CLARIFICATION OF TERMS:** Pursuant to Virginia Code § 2.2-4316, if any Bidder has questions or comments about the specifications or other Solicitation documents, the prospective Bidder should contact the County no later than seven (7) business days prior to the date set for the opening of Bids or receipt of Proposals. Any revisions to the Solicitation will be made only by written addendum issued by the County. Notifications regarding specifications may not be considered if received in less than seven (7) business days of the date set for opening of Bids/receipt of Proposals.
7. **MANDATORY USE OF COUNTY FORM AND TERMS AND CONDITIONS:** Unless otherwise specified in the Solicitation, all Bids must be submitted on the forms

provided by the County, including but not limited to, a Cover Sheet or Pricing Schedule, if applicable, properly signed in ink in the proper spaces and submitted in a sealed envelope or package. Unauthorized modification of or additions to any portion of the Solicitation may be cause for rejection of the Bid. However, the County reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any Bid or Proposal which has been modified. These General Conditions are mandatory provisions of all Solicitations and all Contracts of the County.

8. LATE BIDS & MODIFICATION OF BIDS: Any Bid or modification thereto received at the office designated in the Solicitation after the exact time specified for receipt of the Bid is considered a late Bid or modification thereof. The County is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder to ensure their Bid reaches County by the designated date and hour. The following rules apply to all Bids submitted to the County:

- a. The official time used in the receipt of Bids/Proposals is that time on the automatic time stamp machine in the Finance Department;
- b. Late Bids or modifications thereof will be returned to the Bidder UNOPENED, if Solicitation number, due date and Bidder's return address is shown on the container;
- c. If a Bid is submitted on time, however a modification thereto is submitted after the due date and time, then the County in its sole discretion may choose to consider the original Bid except that the County may not consider such original Bid if the Bid is withdrawn by the Bidder pursuant to Section 9 below; and
- d. If an emergency or unanticipated event or closing interrupts or suspends the County's normal business operations so that Bids cannot be received by the exact time specified in the Solicitation, then the due date/time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the Solicitation on the first work day on which normal County business operations resume.

9. WITHDRAWAL OF BIDS:

- a. Pursuant to Virginia Code § 2.2-4330, a Bidder for a public construction contract, other than a contract for construction or maintenance of public highways, may withdraw his Bid from consideration if the price bid was substantially lower than the other Bids due solely to a mistake in the Bid, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn.

If a Bid contains both clerical and judgment mistakes, a Bidder may withdraw his Bid from consideration if the price bid would have been substantially lower than the other Bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn. The Bidder shall give notice in writing to the County of his or her claim of right to withdraw his or her Bid within two (2) business days after the conclusion of the Bid opening procedure and shall submit original work papers with such notice.

- b. A Bidder for a Contract other than for public construction may request withdrawal of his or her Bid under the following circumstances:
 - i. Bids may be withdrawn on written request from the Bidder received at the address shown in the Solicitation prior to the time of opening.
 - ii. Requests for withdrawal of Bids after opening of such Bids but prior to award shall be transmitted to the County, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, Bidder work sheets, etc. If Bid bonds were tendered with the Bid, the County may exercise its right of collection.
- c. No Bid may be withdrawn under this Section 9 when the result would be the awarding of the Contract on another Bid of the same Bidder or of another Bidder in which the ownership of the withdrawing Bidder is more than five percent (5%).
- d. If a Bid is withdrawn under the authority of this Section 9 the lowest remaining Bid shall be deemed to be the low Bid.
- e. No Bidder who, is permitted to withdraw a Bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the Contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn Bid was submitted.
- f. The County shall notify the Bidder in writing within five (5) business days of its decision regarding the Bidder's request to withdraw its Bid. If the County denies the withdrawal of a Bid under the provisions of this Section 9, it shall State in such notice the reasons for its decision and award the Contract to such Bidder at the Bid price, provided such Bidder is a responsible and responsive Bidder. At the same time that the notice is provided, the County shall return all work papers and copies thereof that have been submitted by the Bidder.

- g. Under these procedures, a mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be considered trade secrets or proprietary information subject to the conditions of subsection F of Virginia Code § 2.2-4342.
- 10. ERRORS IN BIDS:** When an error is made in extending total prices, the unit Bid price will govern. Erasures in Bids must be initialed by the Bidder. Carelessness in quoting prices, or otherwise in preparation of the Bid, will not relieve the Bidder. Bidders/Offerors are cautioned to recheck their Bids for possible error. Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if his or her Bid is accepted.
- 11. IDENTIFICATION ON BID ENVELOPE:** All Bids, Proposals and requested copies thereof submitted to the County shall be in a separate envelope or package, sealed and identified with the following information clearly marked on the outside of the envelope or package:
- a. Addressed as indicated on page 1 of the solicitation;
 - b. Solicitation number;
 - c. Title;
 - d. Bid due date and time;
 - e. Bidder's name and complete mailing address (return address); and
 - f. Pursuant to Virginia Code § 2.2-4311.2, the Bidder's identification number issued by the State Corporation Commission, or if the bidder is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bids or proposal a statement describing why the bidder or offeror is not required to be so authorized.

If a Bid is not addressed with the information as shown above, the Bidder takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the Bid to be disqualified. Bids may be hand delivered to the designated location in the County's offices. No other correspondence or other Proposals/Bids should be placed in the envelope. Any Bidder or Offeror that fails to provide the information required in (f) above shall not receive an award unless a waiver is specifically granted by the County Administrator.

- 12. ACCEPTANCE OF BIDS:** Unless otherwise specified, all formal Bids or Proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for opening or receipt, respectively, unless extend by mutual agreement of the parties. At the end of the one hundred twenty (120) calendar days the Bid/Proposal may be withdrawn at the written request of the Bidder. Thereafter, unless and until the Proposal is withdrawn, it remains in effect until an award is made or the Solicitation is canceled by the County. The County may cancel any Solicitation at any time by notice of such cancelation to the Bidders.

- 13. COMPLETENESS:** To be responsive, a Bid must include all information required by the Solicitation.
- 14. CONDITIONAL BIDS:** Conditional Bids are subject to rejection in whole or in part.
- 15. RESPONSE TO SOLICITATIONS:** In the event a Bidder cannot submit a Bid on a Solicitation, the Bidder is requested to return the Solicitation cover sheet with an explanation as to why the Bidder is unable to Bid on these requirements, or if there be no cover sheet for the Solicitation a letter to the County explaining the same.
- 16. BIDDER INTERESTED IN MORE THAN ONE BID AND COLLUSION:** More than one bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a bidder is interested in more than one bid for the work contemplated will cause rejection of all bids in which the bidder is interested. Any or all bids may be rejected if there is any reason for believing that collusion exists among the bidders. Participants in such collusion may not be considered in future bids for the same work. Each bidder, as a condition of submitting a bid, shall certify that he is not a party to any collusive action as herein defined. However, a party who has quoted prices on work, materials, or supplies to a Bidder is not thereby disqualified from quoting prices to other Bidders or firms submitting a Bid directly for the work, materials or supplies.
- 17. BID OPENING:** Pursuant to Virginia Code § 2.2-4301, all Bids received in response to an IFB will be opened at the date, time and place specified, and announced publicly, and made available for inspection as provided in Section 21 of these General Conditions. Proposals received in response to an RFP will be made available for inspection as provided in Section 21 of these General Conditions.
- 18. TAX EXEMPTION:** The County is exempt from the payment of any federal excise or any Virginia sales tax. The price bid must be net, exclusive of taxes. Tax exemption certificates will be furnished if requested by the Bidder.
- 19. DEBARMENT STATUS:** By submitting their Bids, Bidders certify that they are not currently debarred from submitting Bids on Contracts by the County, nor are they an agent of any person or entity that is currently debarred from submitting Bids or Proposals on Contracts by the County or any agency, public entity/locality or authority of the State.
- 20. NO CONTACT POLICY:** No Bidder shall initiate or otherwise have contact related to the Solicitation with any County representative or employee, other than the Purchasing Officer or Purchasing Agent, after the date and time established for receipt of Bids. Any contact initiated by a Bidder with any County representative, other than the Purchasing Officer or Purchasing Agent, concerning this Solicitation is prohibited and may cause the disqualification of the Bidder.

21. VIRGINIA FREEDOM OF INFORMATION ACT: As provided under Virginia Code § 2.2-4342, all proceedings, records, Contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act of Virginia Code §§ 2.2-3700 *et seq.*, except:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection;
- b. Any competitive sealed bidding Bidder, upon request, shall be afforded the opportunity to inspect Bid records within a reasonable time after the opening of Bids but prior to award, except in the event that the County decides not to accept any of the Bids and to reopen the Contract. Otherwise, Bid records shall be open to public inspection only after award of the Contract;
- c. Any competitive negotiation Offeror, upon request, shall be afforded the opportunity to inspect Proposal records within a reasonable time after the evaluation and negotiations of Proposals are completed but prior to award except in the event that the County decides not to accept any of the Proposals and to reopen the Contract. Otherwise, Proposal records shall be open to the public inspection only after award of the Contract;
- d. Any inspection of procurement transaction records under this Section 21 shall be subject to reasonable restrictions to ensure the security and integrity of the records;
- e. Trade secrets or proprietary information submitted by a Bidder, Offeror or Contractor in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Bidder, Offeror or Contractor must invoke the protections of this Section 21 prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and State the reasons why protection is necessary; and
- f. Nothing contained in this Section 21 shall be construed to require the County, when procuring by “competitive negotiation” (RFP), to furnish a Statement of reasons why a particular Proposal was not deemed to be the most advantageous to the County.

22. CONFLICT OF INTEREST: Bidder/Contractor certifies by signing any Bid/Contract to/with the County that no conflict of interest exists between Bidder/Contractor and County that interferes with fair competition and no conflict of interest exists between Bidder/Contractor and any other person or organization that constitutes a conflict of interest with respect to the Bid/Contract with the County.

SPECIFICATIONS

23. OMISSIONS OR DISCREPANCIES: Any items or parts of any equipment listed in a Solicitation which are not fully described or are omitted from such specification, and which are clearly necessary for the completion of such equipment and its appurtenances, shall be considered a part of such equipment although not directly specified or called for

in the specifications. Should a Bidder find a discrepancy or ambiguity in, or an omission from, the Solicitation, including the drawings and/or specifications, he or she shall so notify the County within twenty-four (24) hours of noting the discrepancy, ambiguity or omission and in any event no less than five (5) days prior to the date set for the opening of Bids. If necessary, the County will send a written addendum for clarification to all Bidders no later than three (3) days before the date set for opening of Bids. Any notification regarding specifications received less than five (5) days prior to the date set for the opening of Bids may or may not be considered by the County in its sole discretion. The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever the mention is made of any articles, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

- 24. BRAND NAME OR EQUAL ITEMS:** Pursuant to Virginia Code § 2.2-4315, unless otherwise provided in the Solicitation, the name of a certain brand, make or manufacturer does not restrict Bidders to the specific brand, make or manufacturer named; it conveys the general style, type, character, and quality of the article desired, and any article which the County in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The Bidder is responsible to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the County to determine if the product offered meets the requirements of the Solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding, only the information furnished with the Bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a Bid non-responsive. Unless the Bidder clearly indicates in its Bid that the product offered is "equal" product, such Bid will be considered to offer the brand name product referenced in the Solicitation.
- 25. FORMAL SPECIFICATIONS:** When a Solicitation contains a specification which states no substitutes, no deviation therefrom will be permitted and the Bidder will be required to furnish articles in conformity with that specification.
- 26. CONDITION OF ITEMS:** Unless otherwise specified in the Solicitation, all items shall be new, in first class condition.

AWARD

- 27. RESPONSIBLE BIDDERS:** In determining whether a Bidder is a responsible Bidder as defined herein, at minimum, the following criteria will be considered:
- a. The ability, capacity and skill of the Bidder to perform the Contract or provide the service required under the Solicitation;

- b. Whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
- d. The quality of performance of previous Contracts or Services;
- e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or Services;
- f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;
- g. The quality, availability and adaptability of the Goods or Services to the particular use required;
- h. The ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract;
- i. The number and scope of the conditions attached to the Bid;
- j. Whether the Bidder is in arrears to the County on debt or Contract or is a defaulter on surety to the County or whether the Bidder's County taxes or assessments are delinquent; and
- k. Such other information as may be secured by the County, the Purchasing Agent or the Purchasing Officer having a bearing on the decision to award the Contract. If an apparent low Bidder is not awarded a Contract for reasons of nonresponsibility, the County shall so notify that Bidder and shall have recorded the reasons in the Solicitation or Contract file.

28. AWARD OR REJECTION OF BIDS; WAIVER OF INFORMALITIES: The County shall award the Contract to the lowest responsive and responsible Bidder complying with all provisions of the IFB, provided the Bid price is reasonable and it is in the best interest of the County to accept it. Awards made in response to a RFP will be made to the highest qualified Offeror whose Proposal is determined, in writing, to be the most advantageous to the County taking into consideration the evaluation factors set forth in the RFP. The County reserves the right to award a Contract by individual items, in the aggregate, or in combination thereof, or to reject any or all Bids and to waive any informality in Bids received whenever such rejection or waiver is in the best interest of the County. Award may be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County. The County also reserves the right to reject the Bid if a Bidder is deemed to be a non-responsible Bidder. Pursuant to Virginia Code § 2.2-4319, an IFB, a RFP, any other solicitation, or any and all bids or proposals, may be canceled or rejected by the County at any time. The reasons for cancellation or rejection shall be made part of the contract file. The County shall not cancel or reject an IFB, a RFP, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror.

29. EXCLUSION OF INSURANCE BIDS PROHIBITED: Pursuant to Virginia Code § 2.2-4320, notwithstanding any other provision of law or these General Conditions, no insurer licensed to transact the business of insurance in the State or approved to issue surplus lines insurance in the State shall be excluded from presenting an insurance bid proposal to the County in response to a RFP or an IFB; excepting that the County may

debar a prospective insurer pursuant to its Debarment Policy, see Chapter 2 of the County's Procurement Policies and Procedures.

30. ANNOUNCEMENT OF AWARD: Upon the award or announcement of the decision to award a Contract as a result of this Solicitation, the County will publicly post such notice on the County's bulletin board located at 72 Main Street, 2nd Floor, Palmyra, Virginia 22963. Award results may also be viewed on the County's website.

31. QUALIFICATIONS OF BIDDERS OR OFFERORS: The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the work/furnish the item(s) and the Bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Bidder's physical facilities prior to award to satisfy questions regarding the Bidder's capabilities. The County further reserves the right to reject any Bid or Proposal if the evidence submitted by or investigations of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work/furnish the item(s) contemplated therein.

32. TIE BIDS AND PREFERENCE FOR VIRGINIA PRODUCTS WITH RECYCLED CONTENT AND FOR VIRGINIA FIRMS:

- a. Pursuant to Virginia Code § 2.2-4328, in the case of a tie bid on an IFB only, the County may give preference to Goods, Services and construction produced in Fluvanna County or provided by persons, firms or corporations having principal places of business in Fluvanna County. If such choice is not available, preference shall then be given to Goods produced in Virginia, or for goods, services or construction provided by Virginia persons, firms, corporations, pursuant Virginia Code § 2.2-4324. If no County or State choice is available, the tie shall be decided publicly by lot. The decision by the County to make award to one or more such Bidders shall be final.
- b. Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsive and responsible bidder who is a resident of Virginia and is the next lowest bidder. If the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a price-matching preference, a like preference shall be allowed to responsive and responsible bidders who are residents of Virginia. If the lowest bidder is a resident contractor of a state with an absolute preference, the bid shall not be considered. The Department of General Services shall post and maintain an updated list on its website of all states with an absolute preference for their resident contractors and those states that allow their resident contractors a percentage preference, including the respective percentage amounts. For purposes of compliance with this Section 32, the County may rely upon the accuracy of the information posted on this website.
- c. Notwithstanding the provisions of subsections a and b, in the case of a tie bid in instances where goods are being offered, and existing price preferences have

already been taken into account, preference shall be given to the bidder whose goods contain the greatest amount of recycled content.

- d. For the purposes of this Section 32, a Virginia person, firm or corporation shall be deemed to be a resident of Virginia if such person, firm or corporation has been organized pursuant to Virginia law or maintains a principal place of business within Virginia.

33. NEGOTIATION WITH LOWEST RESPONSIBLE BIDDER: Pursuant to Virginia Code § 2.2-4318, unless cancelled or rejected, a responsive Bid from the lowest responsible Bidder shall be accepted as submitted, except that if the Bid from the lowest responsible Bidder exceeds available funds, the County may negotiate with the apparent low Bidder to obtain a Contract price within available funds. However, the negotiation may be undertaken only under conditions and procedures described in writing and approved by the County prior to issuance of the IFB and summarized therein.

CONTRACT PROVISIONS

34. APPLICABLE LAW AND COURTS: Any Bid or Contract resulting from a Solicitation and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Contractor shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract.

35. PROVISION AND OWNERSHIP OF INFORMATION: The County shall make a good faith effort to identify and make available to the Contractor all non-confidential technical and administrative data in the County's possession which the County may lawfully release including, but not limited to Contract specifications, drawings, correspondence, and other information specified and required by the Contractor and relating to its work under any Contract. The County reserves its rights of ownership to all material given to the Contractor by the County and to all background information documents, and computer software and documentation developed by the Contractor in performing any Contract.

36. DOCUMENTS: All documents, including but not limited to data compilations, drawings, reports and other material, whether in hard copy or electronic format, prepared, developed or furnished by the Contractor pursuant to any Contract shall be the sole property of the County. At the direction of the County, the Contractor shall have the right to make copies of the documents produced available to other parties. The County shall be entitled to delivery of possession of all documents, upon payment in accordance with the terms of any Contract for the service incurred to produce such documents.

37. CONFIDENTIALITY: Contractor shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for the County in connection with the performance by Contractor of its services hereunder, without prior written approval of the County. Contractor, cognizant of the sensitive nature of much of the data supplied by the County, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of the County, unless disclosure of such information by it is required by law, rule or regulation or the valid order of a court or administrative agency.

38. INDEPENDENT CONTRACTOR: The Contractor and any agents, or employees of the Contractor, in the performance of any Contract shall act as an independent contractor and not as officers, employees or agents of the County.

39. INSURANCE: The Contractor agrees that, during the period of time it renders services to the County pursuant to any Contract, it shall carry (and provide the County with evidence of coverage) the following minimum amounts of insurance:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker’s Compensation	Amount required by Virginia law	

The Contract may specifically require the Contractor to carry higher minimum amounts of insurance.

In addition, the Contractor shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Contract obtain, and continue to maintain for the duration of the work, workers’ compensation coverage in the amount required by Virginia law.

40. KEY PERSONNEL: For the duration of any Contract, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment, or as expressly approved by the County. The Contractor

shall notify the County within five (5) calendar days after the occurrence of any of these events and provide the information required by the paragraph below.

The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitution, complete resumes for the proposed substitute, and any additional information requested by the County. The proposed substitute should have comparable qualifications to those of the person being replaced. The County will notify the Contractor within fifteen (15) calendar days after receipt of all required information of its approval or disapproval of the proposed substitution.

- 41. SEVERABILITY:** If any term, covenant or provision of these General Conditions or any Contract shall be held to be invalid, illegal or unenforceable in any respect, these General Conditions and any Contract shall remain in effect and be construed without regard to such provision.
- 42. TITLES:** The titles and section headings herein and in any Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- 43. ATTORNEYS' FEES:** In the event of a dispute between the County and Contractor under any Contract which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- 44. NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of any Contract, nor of any power herein reserved to the County, or any right to damages herein provided, nor shall any waiver of any breach of any Contract be held to be a waiver of any other or subsequent breach. Failure of the County to require compliance with any term or condition of any Contract shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- 45. NO FINANCE CHARGES:** No finance charges shall be paid by the County.
- 46. ANTITRUST:** By entering into a Contract, the Contractor conveys, sells, assigns, and transfers to the County all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States or the State, relating to the particular Goods or Services purchased or acquired by the County under said Contract. Consistent and continued tie bidding could cause rejection of Bids by the County and/or investigation for antitrust violations.
- 47. PAYMENT:** Pursuant to Virginia Code § 2.2-4352, unless more time is provided in the Solicitation or Contract, payment will be made forty-five (45) days after receipt by the County of a proper invoice, or forty-five (45) days after receipt of all Goods or acceptance of work, whichever is later. The County reserves the right to withhold any or all payments or portions thereof for Contractor's failure to perform in accordance with the

provision of the Contract or any modifications thereto. Within twenty (20) days of receipt of proper invoice or of goods or services, the County shall notify the Contractor if any defect or impropriety that would prevent payment by the payment date. The following provisions apply to such payments:

- a. Invoices for items/Services ordered, delivered/performed and accepted shall be submitted by the Contractor in duplicate directly to the payment address shown on the purchase order, Solicitation or Contract, as applicable. All invoices shall show the Contract number, purchase order number, or Solicitation number, as applicable, and as required under Virginia Code § 2.2-4354, either the individual Contractor's social security number or the Contractor's federal employer identification number, whichever is applicable.
- b. Any payment terms requiring payment in less than forty-five (45) days will be regarded as requiring payment forty-five (45) days after receipt of proper invoice or receipt of all Goods or acceptance of work, whichever occurs later. Notwithstanding the foregoing, offers of discounts for payment in less than forty-five (45) days are valid and enforceable.
- c. Pursuant to Virginia Code § 2.2-4353, the date any payment shall be deemed the date of postmark in all cases where payment is made by mail.
- d. The County's fiscal year is July 1 to June 30. Contractors are advised to submit invoices, especially for Goods and/or Services provided in the month of June, for the entire month (i.e. June 1 - June 30), so that expenses are recognized in the appropriate fiscal year.
- e. Any payment made by the Contractor to the County shall only be made in U.S. Dollars. If payment is received in foreign currency the County may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.

48. SUBCONTRACTORS: Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by Contractor in connection with the work, Contractor shall:

- a. Within seven (7) days after receipt of amounts paid to the Contractor for work performed by a subcontractor, either:
 - i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any Contract; or
 - ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

- b. Contractor shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.
- c. The Contractor shall pay interest to any subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under any Contract, except for amounts withheld as allowed in subdivision (a)(II) above. Unless otherwise provided under the terms of any Contract, interest shall accrue at the rate of one percent (1%) per month.
- d. The Contractor shall include in each of its subcontracts under any Contract a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
- e. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section 48 shall not be construed to be an obligation of the County. No Contract modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.

49. RETAINAGE ON CONSTRUCTION CONTRACTS: Pursuant to Virginia Code 2§ 2.2-4333, if a Contract for construction provides for progress payments in installments based upon an estimated percentage of completion, then the contractor shall be paid at least ninety-five percent (95%) of the earned sum when payment is due, with no more than five percent (5%) being retained to ensure faithful performance of the contract. All amounts withheld may be included in the final payment. Any subcontract related to work on a Contract that provides for similar progress payments shall be subject to the provisions above and the Contractor agrees to include such provisions in every subcontract.

50. SUCCESSORS AND ASSIGNS: The County and the Contractor bind themselves and their respective successors and assigns to any Contract. The foregoing notwithstanding, the Contractor shall not assign, sublet or transfer its interest in any Contract without the prior written consent of the County, which may be granted or withheld in the County's sole discretion. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

51. DEFAULT: Failure of a Contractor to deliver Goods or Services in accordance with Contract terms and conditions and/or within the time specified, or within reasonable time as interpreted by the County in its sole discretion, or failure to make replacements/corrections of rejected articles/services when so requested, immediately or as directed by the County, or failure of the Contractor to act in accordance with the Contract in any material respect, as reasonably determined by the County, shall constitute

a “default” by the Contractor and shall further authority for the County to purchase in the open market articles/services of comparable grade/quality to replace the services, articles rejected, and/or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in excess of Contract prices including, but not limited to, any purchase and administrative costs. Such purchases shall be deducted from the Contract quantities, if applicable. Should public necessity demand it, the County reserves the right to use or consume articles delivered or services performed which are substandard in quality, subject to an adjustment in price to be determined by the County. In case of any default, the County, after due oral or written notice if required in accordance with the Contract, may terminate the Contract at its option in its sole discretion effective immediately. These remedies shall be in addition to any other remedies which the County may have, including but not limited to, any remedies at law, under the Contract or in equity.

Notwithstanding the foregoing, the Contractor shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, are beyond the control of the Contractor. Under such circumstances, however, the County may, at its sole discretion, terminate or cancel the Contract effective immediately.

52. NON-DISCRIMINATION ASSURANCES: The Contractor shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

- a. During the performance of any Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all Solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 52.
- b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

53. MODIFICATION:

- a. Pursuant to Virginia Code § 2.2-4309, these General Conditions and any Contract entered into by the County and any Contractor shall not be subject to change, modification, or discharge except by written instrument signed by the County and Contractor, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the County's Board. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.
 - b. The County may, but is not obligated to, extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.
 - c. Nothing in this Section 53 shall prevent the County from placing greater restrictions on contract modifications.
- 54. INDEMNIFICATION:** Contractor agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of any Contract. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, the Contractor shall, at his or her own expenses, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by any Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. Nothing contained in this Solicitation or the Contract shall be deemed to be a waiver of the County's sovereign immunity.
- 55. DRUG-FREE WORKPLACE:** Pursuant to Virginia Code § 2.2-4312, in every Contract over \$10,000.00 the following provisions apply: During the performance of any Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the

foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this Section, “*drug-free workplace*” means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this the VPPA and the County’s Procurement Procedures, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

56. TERMINATION: Contracts will remain in force for full periods specified and/or until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

- a. Terminated prior to expiration date by satisfactory deliveries of entire Contract requirements;
- b. Terminated by the County upon thirty (30) days written notice to the Contractor at the County’s convenience in the County’s sole discretion (“termination for convenience”), unless a termination for convenience is specifically and expressly prohibited by the Contract. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of the termination;
- c. Terminated by the County for cause, default or negligence on the part of the Contractor. However, pursuant to Section 51 of these General Conditions, the County may hold the Contractor responsible for any resulting additional purchase and administrative costs. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Contractor of the termination for cause;
- d. Extended upon written authorization of County and accepted by Contractor, to permit ordering of unordered balances or additional quantities at Contract prices and in accordance with Contract terms.

57. APPROPRIATIONS: Notwithstanding any other provision of any Contract, the payment of the County's obligations under any Contract shall be subject to annual appropriations by the Board of Supervisors of the County in each fiscal year of monies sufficient to satisfy the same.

58. REFERENCES TO VIRGINIA LAW: Any reference in these General Conditions to the Code of Virginia or other relevant Federal, State or local law is incorporated in whole herein by reference as in effect at the time of the Solicitation or Contract as such statutory provisions may be amended or replaced by any statute dealing with the same or similar subject matter.

59. COOPERATIVE PROCUREMENT: Except as prohibited by the current Code of Virginia, all resultant Contracts will be extended to other Public Bodies of the Commonwealth of Virginia, to permit their ordering of Goods, supplies and/or Services at the prices and terms of the resulting Contract (“cooperative procurement”). By submitting any Bid or entering into any Contract with the County a Bidder/Contractor expressly authorizes cooperative procurement under Virginia Code § 2.2-4304 to the full extent permitted by law. If any other public body decides to use any Contract, the Contractor must deal directly with that public body concerning all matters relating thereto, including but not limited to, the placement or orders, issuance of the purchase order, contractual disputes, invoicing and payment. The County acts only as the “Contracting Agent” for these public bodies. Any resulting contract with other public bodies shall be governed by the laws of that specific entity. It is the Contractor’s responsibility to notify the public bodies of the availability of the Contract. Fluvanna County shall not be held liable for any direct or indirect costs, damages or other claim of any kind incurred by another public body or any Contractor as a result of any cooperative procurement.

60. AUDIT: The Contractor hereby agrees to retain all books, records and other documents relative to any Contract for five (5) years after final payment, or until audited by the County, whichever is sooner. The County, its authorized agents, and/or County auditors shall have full access to and right to examine any of said materials during said period.

61. GUARANTIES AND WARRANTIES: All guarantees, representations and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Agent before final payment on any Contract is made. In addition to any guarantees, representations and warranties required under the Contract, the Contractor agrees to:

- a. Save the County, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or un-copyrighted composition; secret process, patented or unpatented; invention; article or appliance furnished or used in the performance of a Contract for which the Contractor is not the patentee, assignee, licensee or owner;
- b. Protect the County against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery;
- c. Furnish adequate protection against damage to all work and to repair damages of any kind to the building or equipment, to the Contractor’s own work or to the work of other contractors, for which the Contractor’s workers are responsible;
- d. Pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the County; and
- e. Protect the County from loss or damage to County owned property while it is in the custody of the Contractor;

- f. At minimum supply all Goods or Services with the manufacturer's standard warranty, if applicable; and
- g. For any Contract involving Services of any nature, the Contractor further agrees to:
 - i. Enter upon the performance of Services with all due diligence and dispatch, assiduously press to its complete performance, and exercise therein the highest degree of skill and competence;
 - ii. Allow Services to be inspected or reviewed by an employee of the County at any reasonable time and place selected by the County;
 - iii. Acknowledges that the County shall be under no obligation to compensate Contractor for any Services not rendered in strict conformity with the Contract; and
 - iv. Stipulates that the presence of a County Inspector shall not lessen the obligation of the Contractor for performance in accordance with the Contract requirements, or be deemed a defense on the part of the Contractor for infraction thereof. The Inspector is not authorized to revoke, alter, enlarge, relax, or release any of the requirements of any Contract. Any omission or failure on the part of the Inspector to disapprove or reject any work or material shall not be construed to be an acceptance of any such defective work or material.

62. PRICE REDUCTIONS: If at any time after the date of the Bid/Contract the Contractor makes a general price reduction in the comparable price of any material covered by the Contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to any Contract for the duration of the Contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to Contractor's customers generally, or (2) in the Contractor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this Solicitation. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The Contractor shall submit his or her invoice at such reduced prices indicating on the invoice that the reduction is pursuant to the "Price Reduction" provision of the Contract documents. The Contractor in addition will within ten (10) days of any general price reduction notify the County of such reduction by letter. **FAILURE TO DO SO IS A DEFAULT UNDER THE CONTRACT AND MAY RESULT IN TERMINATION OF THE CONTRACT IN THE COUNTY'S DISCRETION.** The Contractor, if requested, shall furnish, within ten (10) days after the end of the Contract period, a statement certifying either (1) that no general price reduction, as defined above, was made after the date of the Bid or Contract, or (2) if any such general price reductions were made, that as provided above, they were reported to the County within ten (10) days and the County was billed at the reduced prices. Where one or more such general price reductions were made, the statement furnished by

the Contractor shall include with respect to each price reduction (1) the date when notice of any such reduction was issued, (2) the effective date of the reduction, and (3) the date when the County was notified of any such reduction.

63. COMPLIANCE WITH IMMIGRATION LAW: Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

64. VIRGINIA STATE CORPORATION COMMISSION: Pursuant to Virginia Code § 2.2-4311.2, Any Bidder or Contractor organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, at the time of the Bid, Proposal or any response to Solicitation and during the term of the Contract and any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term or any renewal of the Contract. If the Contractor fails to remain in compliance with the provisions of this Section 64, the Contract may become void at the option of the County.

65. CLAIMS PROCEDURE:

- a. The procedure for consideration by the County of contractual claims for any Contract shall be that set forth in Virginia Code § 15.2-1243, *et seq.*
- b. In addition, pursuant to Virginia Code § 2.2-4364, contractual claims, whether for money or other relief, shall be submitted in writing to the County Administrator no later than sixty (60) days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a Contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the Goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.
- c. No written decision denying a claim or addressing issues related to the claim shall be considered a denial of the claim unless the written decision is signed by the Board or the County Administrator. The contractor may not institute legal action prior to receipt of the final written decision on the claim unless the County fails to render a decision within ninety (90) days of submission of the claim. Failure of the County to render a decision within ninety (90) days shall not result in the contractor being awarded the relief claimed or in any other relief or penalty. The sole remedy for the County's failure to render a decision within 90 days shall be the contractor's right to institute immediate legal action.

- d. A Contractor may not institute legal action, prior to receipt of the County's decision on the claim, unless the County fails to render such decision within the time specified by law. A failure by the County to render a decision within the time provided by law shall be deemed a final decision denying the claim by the County.
 - e. The decision of the Board or the County Administrator shall be final and conclusive unless the Contractor appeals within six (6) months of the date of the final written decision by instituting legal action as provided in Virginia Code § 2.2-4364.
 - f. No administrative appeals procedure pursuant to Virginia Code § 2.2-4365 has been adopted for contractual claims by the County.
 - g. Nothing herein shall be construed to prevent the County from instituting legal action against any Contractor or Bidder.
- 66. NOTICES:** All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County Purchasing Agent or Bidder/Contractor, as applicable, or sent by first class mail to the County or Bidder/Contractor at the addresses set forth in the Solicitation, Bid or Contract or at such other address as a party may designate from time to time by notice given in accordance with the terms of this Section 66; except that where a Solicitation, Bid or Contract expressly requires notice to a specific individual or at a specific location, such shall control. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed.

DELIVERY

- 67. SHIPPING INSTRUCTIONS-CONSIGNMENT:** Unless otherwise specified in the Solicitation or Contract, as applicable, each case, crate, barrel, package, etc., delivered under the Contract must be plainly stenciled or securely tagged, stating the Contractor's name, purchase order number, and delivery address as indicated in the order. Where shipping containers are to be used, each container must be marked with the purchase order number, name of the Contractor, the name of the item, the item number, and the quantity contained therein. Deliveries must be made within the hours of 8:00 a.m. – 3:00 p.m. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the designated individual at the delivery point. No deliveries will be accepted on Saturdays, Sundays and holidays unless previous arrangements have been made. It shall be the responsibility of the Contractor to insure compliance with these instructions for items that are drop-shipped.
- 68. RESPONSIBILITY FOR SUPPLIES TENDERED:** The Contractor shall be responsible for the materials or supplies covered by the Contract until they are delivered

at the designated point. The Contractor shall additionally bear all risk on rejected materials or supplies after notice of rejection is tendered by the County. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. If rejected materials are not removed by the Contractor within ten (10) days after date of notification, the County may return the rejected materials or supplies to the Contractor at the Contractor's risk and expense or dispose of them as abandoned property.

- 69. INSPECTIONS:** The County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and Services conform to the specification in the Solicitation, Bid or Contract, as applicable. Inspection and acceptance of materials or supplies will be made after delivery at destinations herein specified unless otherwise stated. Unless otherwise specified in the Contract, if inspection is made after delivery at the destination specified, the County will bear the expense of inspection except for the value of samples used in case of rejection. Final inspection shall be conclusive except in regard to latent defects, fraud or such gross mistakes as to amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications.
- 70. COMPLIANCE:** Delivery must be made as ordered and in accordance with the Solicitation, Bid or Contract, as applicable, or as directed by the County when not in conflict with the Bid/Contract. The decision as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of Goods by the purchaser shall rest with the Contractor. Any request for extension of time of delivery from that specified must be approved by the County, such extension applying only to the particular item or shipment affected. Unless otherwise specified in the Contract, should the Contractor be unreasonably delayed by the County, there shall be added to the time of completion a time equal to the period of such delay caused by the County. However, the Contractor shall not be entitled to claim damages or extra compensation for such delay or suspension. These conditions may vary for construction Contracts.
- 71. POINT OF DESTINATION:** All materials shipped to the County must be shipped F.O.B. DESTINATION unless otherwise stated specifically in the Solicitation, Bid or Contract, as applicable. The materials must be delivered to the "Ship To" address indicated on the purchase order or Solicitation, as applicable.
- 72. REPLACEMENT:** Materials or components that have been rejected by the County, in accordance with the terms of the Contract, shall be replaced by the Contractor at no cost to the County.
- 73. DAMAGES:** Any and all damages to property of the "County" that is the direct result of the Contractor, the employees of the Contractor and/or its subcontractors, agents, licensees, successors, or assigns, shall be the sole responsibility of the Contractor. The

property shall be repaired to its last known condition prior to the damages and/or replaced at no cost to the County. The County shall approve any and all repairs/replacements prior to acceptance of the repairs/replacement.

74. PACKING SLIPS OR DELIVERY TICKETS: All shipments shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

- a. Purchase Order Number;
- b. Name of Article and Stock Number;
- c. Quantity Ordered;
- d. Quantity Shipped;
- e. Quantity Back Ordered; and
- f. The Name of the Contractor.

Contractors are cautioned that failure to comply with these conditions shall be considered sufficient reason for refusal to accept the Goods.

75. ADDITIONAL CHARGES: No delivery charges of any kind shall be added to any invoice; except that (i) if Goods are expressly bought F.O.B. "shipping point" under the Contract and the Contractor prepays transportation, then delivery charges shall be added to invoices; and (ii) if express delivery is authorized and substituted by the County on orders for the method specified in the Contract, then the difference between freight or mail and express charges may be added to invoice.

76. METHOD AND CONTAINERS: Unless otherwise specified, Goods shall be delivered in commercial packages in standard commercial containers, so constructed as to ensure acceptance by common or other carrier for safe transportation to the point of delivery. Containers become the property of the County unless otherwise specified by bidder.

VENDOR DATA SHEET

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:

Name: Kevin Sandridge Phone: 434-953-5153

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:

11 Years 4 Months

4. Vendor Information:

FIN or FEI Number: 27-3187193 If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.


Company: <u>Henrico County Virginia</u>	Contact: <u>Dave Wood</u>
Phone: <u>804-349-2213</u>	Email: <u>woo36@co.henrico.va.us</u>
Dates of Service: <u>3-25-2020</u>	\$\$ Value: <u>\$2,799,206.00</u>

Company: <u>Goochland County, VA</u>	Contact: <u>Wanda Tomey</u>
Phone: <u>804--556-5802</u>	Email: <u>wtomey@goochlandva.us</u>
Dates of Service: <u>8-12-21</u>	\$\$ Value: <u>\$1,400,577.00</u>

Company: <u>County of Albemarle, VA</u>	Contact: <u>Chip Walker</u>
Phone: <u>434-825-8432</u>	Email: <u>jwalker2@albemarle.org</u>
Dates of Service: <u>8-3-21</u>	\$\$ Value: <u>\$886,125.00</u>

Company: <u>Louisa County, VA</u>	Contact: <u>Fire Chief Robert Dube</u>
Phone: <u>540-967-3491</u>	Email: <u>rdube@louisa.org</u>
Dates of Service: <u>1-7-21</u>	\$\$ Value:

I certify the accuracy of this information.

Signed:  Title: Vice President Date: 1-12-22

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment A)

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission ("SCC"). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Article IV.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. **PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.**

A. Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is 07262991.

B. Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor's Identification Number issued to it by the SCC is _____.


C. Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9) AtlantiE Emergency Solutions

Legal Name of Offeror/Bidder AtlantiE Emergency Solutions

Date 01/13/2022

Authorized Signature 

Print or Type Name and Title Jack Jackson, Secretary

PLEASE RETURN THIS PAGE WITH BID SUBMISSION (Attachment B)

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of Atlantic Emergency Solutions, does hereby certify in connection with the procurement and bid to which this Certification of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce: nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.2 Code of Virginia, 1950 as amended (&&18.2-498.1 et seq.)

[Signature], Secretary
Signature of Company Representative

Atlantic Emergency Solutions
Name of Company

01/13/2022
Date

ACKNOWLEDGEMENT

STATE OF VIRGINIA

York ~~FLUVANNA~~ COUNTY, to wit:

The foregoing Certification of No Collusion bearing the signature of Jack Jackson and dated January 13, 2022 was subscribed and sworn to before the undersigned notary public by Pamela M Karickhoff on January 13, 2022

[Signature]
Notary Public

My commission expires: May 31, 2023



CODE OF VIRGINIA

& 18.2-498.4. Duty to provide certified statement:

A. The Commonwealth, or any department or agency thereof, and any local government or any department or agency thereof, may require that any person seeking, offering or agreeing to transact business or commerce with it, or seeking, offering or agreeing to receive any portion of the public funds or moneys, submit a certification that the offer or agreement or any claim resulting thereon is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce, or any act of fraud punishable under this article.

B. Any person required to submit a certified statement as provided in paragraph A, above who knowingly makes a false statement shall be guilty of a Class 6 felony. (1980, c.472)

a false statement shall be guilty of a Class 6 felony. (1980, c.472)

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment C)

OFFEROR STATEMENT

Undersigned Bidder hereby certifies that he/she has carefully examined all conditions and specifications of this invitation for Bid and hereby submits this bid pursuant to such instructions and instructions.

Jack Jackson, Secretary

Type or Print Name & Title of Authorized Person

[Handwritten Signature]

Signature of Authorized Person Submitting This Bid

01/13/2022

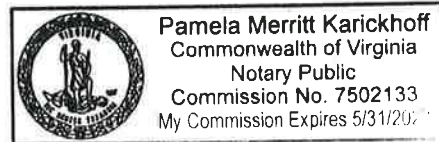
Date

SUBSCRIBED AND SWORN to before me by the above named

Jack Jackson on the 13 day of January, 2013 2022

Pamela Merritt Karickhoff

Notary Public in and for the State of Virginia



My commission expires: May 31, 2022

PLEASE RETURN THIS PAGE WITH BID SUBMISSION- (Attachment D)



This purchase agreement (together with all attachments referenced herein, collectively, the “Agreement”), made and entered into by and between Atlantic Emergency Solutions, Inc., a Virginia corporation (“Atlantic”), and **Lake Monticello Volunteer Fire Department & Rescue Squad, Inc.**, (“Customer”) is effective on the last signature date set forth on the signature lines below (the “Effective Date”).

1. **Purchase and Payment.** Customer agrees to purchase and Atlantic agrees to sell to Customer the ambulance (and any associated equipment) furnished by Atlantic to Customer (hereinafter referred to, collectively, to as the “Ambulance”) as more fully described in the specifications attached hereto as **Exhibit A** (the “Specifications”) and incorporated herein for the total purchase price of \$327,500.00 USD (the “Purchase Price”). Payment shall be made as set forth on **Exhibit A**. In the event of a conflict between the Specifications and any request for proposal, request for bid, or other Customer provided or drafted documents, the Specifications shall control.

2. **Changes to Specifications.** If, subsequent to the Effective Date of this Agreement: 1) the manufacturer of the Ambulance (or a manufacturer of a component therein) makes design and/or production changes, including, but not limited to future drivetrain upgrades (such as engine, transmission or axle upgrades) (“Manufacturer Modifications”); or 2) design or production changes are made to the Ambulance to comply with any applicable government regulation (such as the Federal Motor Vehicle Safety Standards or the Environmental Protection Agency Emissions Standards) or industry standards (such as those adopted by the National Fire Protection Association) (cumulatively referred to hereinafter as “Compliance Modifications”), and if there is an increase in costs to Atlantic as a result of Manufacturer Modifications or Compliance Modifications, the Purchase Price shall be automatically adjusted to reimburse Atlantic for said costs. Atlantic shall make reasonable efforts to advise the Customer of such changes within a reasonable time and provide documentation to support any changes in price to Customer upon request. In addition, Customer and Atlantic may agree to make changes to the Specifications, but any such changes must be by written change order signed by Customer and Atlantic (“Change Order”). However, in the case of Manufacturer Modifications or Compliance Modifications resulting in additional costs to Atlantic, Atlantic may execute Changes Orders without joinder of Customer, and any such Change Orders shall be binding on Customer. Atlantic shall not be liable to Customer for any delay in performance or delivery arising from any Change Order.

3. **Cancellation or Default by Customer.** In the event that Customer cancels its order or otherwise breaches this Agreement by reason of non-payment or otherwise prior to delivery, Atlantic shall be permitted to retain possession and ownership of the Ambulance and shall not be obligated to deliver same to Customer. In addition, Atlantic and Customer agree that if such Customer breach were to occur, it would be difficult to determine actual damages to Atlantic. Customer acknowledges and agrees that: 1) the Ambulance is a unique and highly customized vehicle, made specifically for Customer; 2) Atlantic has invested a significant effort and incurred significant expense in the design and engineering of the Ambulance for Customer; and 3) due to its unique and customized nature, resale of the Ambulance will be difficult to a third-party without a significant loss to Atlantic. As a result, Atlantic and Customer agree that Thirty Percent (30%) of the Purchase Price is a reasonable estimate of the damages that would be incurred by Atlantic if a breach occurred in the future and shall be due and payable to Atlantic by Customer in the case of such a breach. Customer and Atlantic agree that this amount of liquidated damages is fair and reasonable and would not constitute a penalty to Customer. In the event of non-payment by Customer subsequent to delivery, Atlantic may recover full possession of the Ambulance by any lawful means, and shall be entitled to any additional damages sustained by Atlantic as a result of any diminution of value of the Ambulance resulting from use or damage thereto to the extent that such damages exceed the liquidated damages above. Atlantic shall have and retain a purchase money security interest in the Ambulance to secure payment of the Purchase Price and all other sums owed by Customer to Atlantic. In the event of nonpayment by Customer of any debt, obligation or liability now or hereafter incurred or owing by Customer to Atlantic, Atlantic shall have and may exercise all rights and remedies of a secured party under the Uniform Commercial Code Secured Transactions (UCC) provisions as adopted by the Commonwealth of Virginia. In addition, Atlantic shall be entitled to recovery from Customer all of Atlantic’s reasonable attorneys’ fees and all costs of collection resulting from non-payment or other non-performance hereunder by Customer.

4. **Delivery, Inspection and Acceptance.** (a) **Delivery.** It is estimated that the Ambulance shall be ready for delivery F.O.B (**Richmond Regional Service Center**) within 365-400 days from the receipt of chassis, subject to delays caused by the Customer, delays caused by Change Order(s) or delays provided for in Paragraph 10 below. The stated delivery date is an estimate only and not guaranteed. Atlantic shall advise Customer when the Ambulance is ready for delivery. (b) **Inspection and Acceptance.** Upon delivery, Customer shall have fifteen (15) days within which to inspect the Ambulance for substantial conformance to the Specifications. In the event of substantial and material non-conformance to the Specifications, Customer shall furnish Atlantic

with written notice sufficient to permit Atlantic to evaluate such non-conformance (“Notice of Defect”) within said fifteen (15) day period. If the Ambulance is not in substantial and material conformance with the Specifications, any material and substantial defects shall be remedied by Atlantic within thirty (30) days from the Notice of Defect. In the event Atlantic does not receive a Notice of Defect within fifteen (15) days of Delivery, the Ambulance shall be deemed to be in conformance with the Specifications and fully accepted by Customer.

5. Notice. Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: 1) hand delivery; 2) registered, express, or certified mail, postage prepaid, return receipt requested; or 3) nationally-recognized commercial overnight courier.

Atlantic Emergency Solutions, Inc.
Director of Order Management
12351 Randolph Ridge Lane
Manassas, Virginia 20109

Lake Monticello Volunteer Fire Department & Rescue Squad, Inc.
14 Slice Road
Palmyra, VA 22963

6. Warranty. Any applicable warranty or warranties are attached hereto as Exhibit B (collectively, the “Warranty”) and made a part hereof. Any additional warranties must be expressly approved in writing by Atlantic.

7. Disclaimer of Additional Warranties. OTHER THAN AS EXPRESSLY SET FORTH IN PARAGRAPH 6 ABOVE AND EXHIBIT B TO THIS AGREEMENT, ATLANTIC (AS WELL AS ITS SUPPLIERS), THEIR PARENT COMPANIES, AFFILIATES, SUBSIDIARIES, LICENSORS OR SUPPLIERS, THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, AGENTS AND REPRESENTATIVES MAKE NO WARRANTIES, WRITTEN OR ORAL, EXPRESS OR IMPLIED, EITHER IN FACT OR BY OPERATION OF LAW, BY STATUTE OR OTHERWISE. FURTHERMORE, ANY OTHER WARRANTIES, WHETHER WRITTEN OR ORAL, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY WARRANTY OF QUALITY, IMPLIED WARRANTY OF MERCHANTABILITY, IMPLIED WARRANTY AGAINST INFRINGEMENT, AND IMPLIED WARRANTY OF FITNESS FOR ANY PARTICULAR PURPOSE, ARE EXPRESSLY EXCLUDED AND DISCLAIMED. CUSTOMER FURTHER ACKNOWLEDGES THAT STATEMENTS MADE BY SALES REPRESENTATIVES OR IN PROMOTIONAL MATERIALS DO NOT CONSTITUTE WARRANTIES.

8. Exclusions of Incidental and Consequential Damages. IN NO EVENT SHALL ATLANTIC (OR ITS SUPPLIERS) BE LIABLE TO CUSTOMER FOR ANY CONSEQUENTIAL OR INCIDENTAL DAMAGES INCURRED BY CUSTOMER (INCLUDING, BUT NOT LIMITED TO LOSS OF USE AND/OR LOST PROFITS) AS A RESULT OF ANY BREACH OF THIS AGREEMENT, WHETHER ARISING UNDER THEORIES OF BREACH OF CONTRACT, STRICT LIABILITY, STATUTORY LIABILITY, BREACH OF EXPRESS OR IMPLIED WARRANTY, NEGLIGENCE, OR OTHERWISE.

9. Indemnity. To the extent permitted by law, Customer shall indemnify, defend and hold harmless Atlantic and all of its officers, directors, employees, representatives, dealers, agents and subcontractors, from and against any and all claims, costs, judgments, liability, loss, damage, attorneys’ fees or expenses of any kind or nature whatsoever (including, but without limitation, relating to personal injury or death) caused by, resulting from, arising out of or occurring directly or indirectly in connection with Customer’s purchase, operation, ownership, installation or use of any items (including, without limitation, the Ambulance) sold or supplied by Atlantic, except only to the extent caused by the sole negligence of Atlantic.

10. Force Majeure. Atlantic shall not be responsible nor deemed to be in default on account of delays in performance due to causes which are beyond Atlantic’s control which make Atlantic’s performance impracticable, including but not limited to, wars (declared or not), terrorism, insurrections, strikes, riots, fires, hurricanes, storms, floods, earthquakes, other acts of nature, acts of God, explosions, accidents or mechanical breakdown, acts of sabotage or vandalism, any acts of government authority, delays or failures in transportation, inability to obtain necessary labor supplies, inability to utilize manufacturing facilities, regulations or orders affecting materials, equipment, facilities or completed products, failure to obtain any required license or certificates, epidemics, quarantine restrictions, failure of vendors to perform their contracts or labor troubles causing cessation, slowdown, or interruption of work.

11. Manufacturer’s Statement of Origin. It is agreed that the manufacturer’s statement of origin (“MSO”) for the Ambulance covered by this Agreement shall remain in the possession of Atlantic until the entire Purchase Price has been paid. If more than one Ambulance is covered by this Agreement, then the MSO for each individual Ambulance shall remain in the possession of Atlantic until the Purchase Price for that Ambulance has been paid in full.

12. Assignment. Neither party may assign its rights and obligations under this Agreement unless it has obtained the prior written approval of the other party.

13. Severability. If any provision, or part hereof, of this Agreement shall be declared invalid by judicial determination or legislative action, only such provision, or part thereof, so declared invalid shall be affected, and all other provisions not consistent therewith or directly dependent thereon shall remain in force and effect.

14. Governing Law; Jurisdiction. Without regard to any conflict of law provisions, this Agreement is to be governed by and under the laws of the Commonwealth of Virginia. Atlantic and Customer further agree that the York County Circuit Court located in the Commonwealth of Virginia shall be the exclusive venue in the event of any litigation relating to this Agreement and/or the Ambulance.

15. Entire Agreement and Amendments. This Agreement, including the Interlocal Contract for cooperative purchasing and Attachment A entitled General Terms and Conditions, constitutes the sole and only agreement between Atlantic and Customer relating to the Ambulance, and supersedes any prior understanding or written or oral agreements between the parties relating to the Ambulance. No amendment, modification or alteration of the terms hereof shall be binding unless the same is executed in writing, dated subsequent to the date hereof and duly executed by Atlantic and Customer.

16. Waiver. The waiver of any breach of any term or provision hereof by either party hereto shall not be considered a waiver of any other term or provision or of any other or later breach of this Agreement, regardless of the nature of such subsequent event or breach, unless such waiver is expressly stated in writing by an authorized representative of the waiving party.

17. Captions; Counterparts. The captions and paragraph numbers appearing herein are inserted only as a matter of convenience and are not intended to define, limit, construe or describe the scope or intent of any paragraph, nor to in any way affect this Agreement or the interpretation or application thereof. This Agreement may be executed in duplicate counterparts which, when taken together, shall constitute one and the same Agreement.

Accepted and agreed to by:

ATLANTIC EMERGENCY SOLUTIONS, INC.

LAKE MONTICELLO VOLUNTEER FIRE DEPARTMENT & RESCUE SQUAD, INC.

Name: Michael J. Szymon

Name: Edwin M. Diggins

Title: VP of Ambulance Sales

Title: Chief

Date: 11-8-2021

Date: 11-8-21

EXHIBIT A

**SPECIFICATIONS AND
PURCHASE DETAIL FORM**

Atlantic Emergency Solutions, Inc.
 Director of Order Management
 12351 Randolph Ridge Lane
 Manassas, Virginia 20109
 Fax (703) 257-2572

Date: November 8, 2021

Customer Name: Lake Monticello Volunteer Fire Department & Rescue Squad, Inc.

Quantity	Chassis Type	Body Type	Price per Unit
1	2023 Ford F-550 4x4	Road Rescue Ultramedic	\$327,500.00
			\$
			\$
			\$
			\$

Payment Terms: 100% of outstanding balance is due in full prior to delivery

Other Terms: _____

Specifications: A complete copy of the applicable Specifications is attached hereto and incorporated herein by this reference.

Training Requirements: _____

If any portion of the Purchase Price is to be made subsequent to delivery of the Ambulance to Customer and it is necessary for Customer to obtain third-party financing for said payment, Customer shall provide Atlantic proof of the availability of financing at the time of the execution of this Agreement. All taxes, excises and levies that Atlantic may be required to pay or collect by reason of any present or future law or by any governmental authority based upon the sale, purchase, delivery, storage, processing, use, consumption, or transportation of the Ambulance sold by Atlantic to Customer shall be added to the Purchase Price and paid by Customer. All delivery prices or prices with freight allowance are based upon prevailing freight rates and, in the event of any increase or decrease in such rates, the Purchase Price will be increased or decreased accordingly. Delinquent payments shall be subject to a carrying charge equal to one and one-half percent (1.5%) per month or, if such amount exceeds that permitted under the law, then the maximum lesser percentage amount which is permitted by law.

EXHIBIT B**WARRANTY****CONVERSION WARRANTY**

The manufacturer shall provide a Limited "Conversion" warranty. The "Conversion" Warranty shall be for a period of 2 years or 36,000 miles and must be supplied in writing from manufacturer. Terms and condition of the Limited Conversion warranty shall be per the manufacturer's published warranty documentation.

ELECTRICAL WARRANTY

The manufacturer shall provide a Limited "Electrical" warranty. The Limited "Electrical" Warranty shall be 7 years, regardless of subsequent ownership. Terms and condition of the Limited Electrical warranty shall be per the manufacturer's published warranty documentation.

STRUCTURAL WARRANTY

The manufacturer shall provide a "Lifetime" Limited Modular Structural warranty. "Lifetime", a lifetime is defined as 25 years from the date of original retail owner's purchase/in-service date from the manufacturer or the period of time the ambulance is in continuous front line service with the original purchaser. Terms and condition of the Limited Modular warranty shall be per the manufacturer's published warranty documentation.

PAINT WARRANTY

The manufacturer shall provide a limited paint warranty for "Five Years" / unlimited mileage from the date of delivery of the completed new ambulance to the end user, unlimited mileage, or the time of module remount, whichever occurs first. The paint application on the ambulance module shall be warranted by the manufacturer to the original owner for a period of 5 years with unlimited mileage.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB T

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	R. K. Chevrolet Vehicle Purchase Agreement				
MOTION(s):	I move the Board of Supervisors approve the Vehicle Purchase Agreement with R.K. Chevrolet, Inc. ("RK"), for the purchase of two 2023 Chevrolet Silverado 4X4 with options at a total cost of \$103,950 for the Department of Public Works as a cooperative procurement off that agreement between the Virginia Sheriff's Association ("VSA") and RK and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Finance Director				
PRESENTER(S):	Tori Melton, Finance Director				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<ul style="list-style-type: none"> Cooperative Procurement pursuant to the Virginia Public Procurement Act, this a cooperatively procured contract off the Cooperative Agreement. The Cooperative agreement requires a 6% discount on all options and contractor represents and warrants to the County that this quote includes a 6% discount or more on every option as required by the cooperative agreement. Delivery no later than June 17, 2023 				
FISCAL IMPACT:	No additional funding is required; the \$103,905 was budgeted in the FY22 & FY23 CIP for County vehicle purchases.				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> Exhibit 1: Part 1 -4 Vehicle & Motorcycle Procurement Program Contract Award Agreement Exhibit 2: Quote Dated May 17, 2023 Exhibit 3: Appendix I – General Terms Conditions and Instructions to Bidders and Contractors 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X	X		

Vehicle Purchase Agreement – x2 2023 Chevrolet Silverado 4X4 Crew Cabs

This **Vehicle Purchase Agreement** (together with all attachments and exhibits referenced herein, the “**Agreement**”), dated this ___ day of _____, 2023, made and entered into by and between R.K. Chevrolet, Inc., a Delaware corporation authorized to transact business in Virginia (“**RK**”), and Fluvanna County, a political subdivision of the Commonwealth of Virginia (“**County**”) is effective as of the date this Agreement has been signed by all parties hereto (the “**Effective Date**”). The County’s FEIN is 54-6001282; and the County is a tax-exempt public body.

1. **Definitions.** The words below when used in this Agreement are defined as follows:
 - a. “**RK Proposal**” means collectively the Cooperative Agreement, Quotes, warranties, each defined below.
 - b. “**Options**” means all those options and additional features and items set forth in the Quotes.
 - c. “**Specifications**” means all of the general and particular specifications, warranties, and other requirements for and relating to the Vehicles contained in the RK Proposal being provided to County or required by this Agreement or the County’s General Terms (as defined in Article 2).
 - d. “**Vehicles**” means the Vehicles and any associated options and equipment sold to County by RK pursuant to the RK Proposal and consistent with all requirements of the RK Proposal and the Specifications, and specifically including all Options, and Delivery of Vehicles to the County.
 - e. “**Delivery**” means the date RK delivers the Vehicles available to the County in Fluvanna County, Virginia at the following address: Fluvanna County Public Works Department, 197 Main Street, Palmyra, VA 22963.
 - f. “**Warranty**” means any and all warranties under this Agreement including without limitation any warranties under the RK Proposal and the County’s General Terms.

2. **Exhibits:** The following exhibits are attached hereto and incorporated herein as material provisions of this Agreement:
 - a. **Exhibit 1:** Vehicle & Motorcycle Procurement Program Contract Award Agreement Bid 22-05-0917 between the Virginia Sheriffs’ Association (“VSA”) and Contractor dated June 16, 2022, as modified by that rollover agreement Vehicle & Motorcycle Procurement Program Contract Award Agreement Bid 22-05-0917R (together with all documents incorporated by reference including without limitation the VSA Solicitation and Contract Terms and Conditions referred to herein as the “Cooperative Agreement”); and
 - b. **Exhibit 2:** Quote dated May 17, 2023 for a 2023 Chevrolet Silverado 4X4 Crew Cab VIN: 2GC4YME74P1730130 (“Quote #1”) and Quote dated May 17, 2023 for a 2023 Chevrolet Silverado 4X4 Crew Cab VIN: 2GC4YNE77P1731875 (“Quote #2”) (Quote #1 and Quote #2 are referred to herein collectively as the “Quotes”); and
 - c. **Exhibit 3:** Fluvanna County’s General Terms, Conditions and Instructions to Bidders and Contractors (the “County’s General Terms”).

3. **Cooperative Procurement.** Pursuant to the Virginia Public Procurement Act, this a cooperatively procured contract off of the Cooperative Agreement. RK related to the sale of the Vehicles and the Vehicles must meet or exceed all terms, provisions and requirements of the Cooperative Agreement, the RK Proposal and this Agreement. RK promises and agrees that County shall receive the benefits of the Cooperative Agreement and the County shall have all rights and remedies under the Cooperative Agreement. Notwithstanding any other provisions hereof, RK represents and warrants that all pricing in this Agreement for the Vehicles is consistent with or lower than the pricing set forth in the Cooperative Agreement and all Vehicles purchased hereunder are available under the Cooperative Agreement. **SPECIFICALLY, THE COOPERATIVE AGREEMENT REQUIRES A 6% DISCOUNT ON ALL OPTIONS AND CONTRACTOR REPRESENTS AND WARRANTS TO THE COUNTY**

Vehicle Purchase Agreement – x2 2023 Chevrolet Silverado 4X4 Crew Cabs

THAT ITS QUOTES INCLUDE A 6% DISCOUNT OR MORE ON EVERY OPTION AS REQUIRED BY THE COOPERATIVE AGREEMENT. A convenience fee pursuant to Section 3-10 of the VSA Terms and Conditions to Exhibit 1 has been applied by RK and RK represents and warrants such has been approved by VSA and is proper under the Cooperative Agreement. The County is materially relying on such representations and warranties in executing this Agreement as a cooperative procurement pursuant to Virginia law.

4. Purchase and Payment. For the promises contained herein and the Vehicles the County agrees to pay a total purchase price for two (2) Vehicles of **ONE HUNDRED THREE THOUSAND NINE HUNDRED FIFTY AND 00/100 DOLLARS (\$103,950.00)** (“Purchase Price”) (note vehicle under Quote #1 at a price of \$49,710.00 and vehicle under Quote #2 at a price of \$54,240.00). The Purchase Price which includes Delivery of the Vehicles and all warranties, manuals, keys and associated tags and inspections if any kind, may be invoiced by RK to the County only after the Completion Date, as defined below, and the County shall have forty-five (45) days to pay such proper invoice. Final payment shall be made in accordance with Section 47 “Payment” of the County’s General Terms, and in no event shall RK be finally paid prior to the Completion Date. The date that all Vehicles are Delivered and in full compliance with this Agreement, to the sole satisfaction of the County is the “**Completion Date**”. Any and all provisions of this Agreement or any exhibit hereto that by their terms are intended or implied to survive the Completion Date shall so survive including without limitation Warranties.

5. Delivery, Inspection and Acceptance.
 - (a) Delivery. RK will make Delivery of the Vehicles no later than **June 17, 2023**; time being of the essence. Risk of loss shall pass to County upon Delivery of the Vehicles to the County at County location with prior notice of the Delivery Date and time provided to County in advance.
 - (b) Title. **THE COUNTY IS USING \$49,710.00 IN BOND PROCEEDS TO PAY FOR THE VEHICLE UNDER QUOTE #1; AND THE TITLE FOR THE VEHICLE UNDER QUOTE #1 A 2023 CHEVROLET SILVERADO 4X4 CREW CAB VIN: 2GC4YME74P1730130 SHALL REFLECT A LIENHOLDER OF THE COUNTY AS FOLLOWS: JPMORGAN CHASE BANK, N.A., PO BOX 6026, CHICAGO, IL 60680.** The title for the vehicle under Quote #2 shall **not** reflect a lienholder.
 - (c) Inspection and Acceptance. County shall have at minimum thirty (30) days from Delivery or more if permitted under the Cooperative Agreement within which to inspect the Vehicles for conformance to the Specifications, and in the event of non-conformance to the Specifications to furnish RK with written notice sufficient to permit RK to evaluate such non-conformance (“Notice of Defect”). Any Vehicles not in conformance to Specifications shall be remedied by RK within thirty (30) days from the Notice of Defect. In the event that RK fails to remedy a defect within thirty (30) days as required under this Agreement, County may choose to: (1) Reject the Vehicles in their entirety and receive a complete reimbursement of any and all payments made to RK under this agreement, RK shall also be required at its sole cost and expense to remove the non-confirming Vehicles and this Agreement shall be deemed null and void and of no further force and effect; or (2) Accept the non-conforming Vehicles subject to a discount equal to either (i) the value of the missing or defective parts, equipment or portions of the Vehicles including any cost to install or make such part, equipment or portion operable, or (ii) the actual cost of the missing or defective part, equipment or portion of the Vehicles including any installation or service fees necessary to make such part, equipment or portion operable based on invoices and receipts. Nothing in this Article 8 is intended to limit any repairs, services or equipment covered under a warranty provided with the Vehicles and RK agrees to respond to all warranty claims and repairs promptly and with due diligence.

Vehicle Purchase Agreement – x2 2023 Chevrolet Silverado 4X4 Crew Cabs

6. Notice. Any required or permitted notices hereunder must be given in writing at the address of each party set forth below, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier:

RK:

R.K. Chevrolet, Inc.
2661 Virginia Beach Boulevard
Virginia Beach, VA 23452
Phone: (757) 486-2222
kstolle@rkautogroup.et

County:

Fluvanna County
Attn: Ms. Victoria Melton
132 Main Street
P.O. Box 540
Palmyra, VA 22963
Phone: (434) 591-1937

With a Copy to: Fluvanna Count Attorney
414 East Jefferson Street
Charlottesville, VA 22902; and

- 7. Other Terms. The County’s General Terms are attached hereto as Exhibit 3 and incorporated herein by reference as a material part of this Agreement.
- 8. Entire Agreement. This Agreement shall be the exclusive agreement between the parties for the Vehicles. Additional or different terms proposed by the County shall not be applicable, unless accepted in writing by RK’s authorized representative. No change in, modification of, or revision of this Agreement shall be valid unless in writing and signed by RK’s authorized representative.
- 9. Conflict. Whenever possible the Agreement and exhibits shall be read together and the requirements of all of the same shall be met. In the event of a direct conflict between this Agreement and any exhibit hereto, the following shall be the order of precedence: (i) this Agreement; (ii) the Quotes; (iii) the County’s General Terms; and (iv) the Cooperative Agreement. For clarification, (i) would control over (ii) though (iv); (ii) would control over (iii) and (iv); and so forth.

In witness hereof the undersigned duly authorized representatives have executed this Contract on the dates set forth beside their respective signatures:

RK:
R.K. Chevrolet, Inc.

County:
County of Fluvanna, a political subdivision of the Commonwealth of Virginia

By: _____	Date: _____	By: _____	Date: _____
Name: _____		Name: _____	
Title: _____		Title: _____	

APPROVED AS TO FORM:

Fluvanna County Attorney, by Kristina M. Hofmann, Deputy Fluvanna County Attorney



**Virginia Sheriffs' Association
Vehicle and Motorcycle Procurement Program
2022-2023 Rollover Agreement
Bid 22-05-0917R**

The Virginia Sheriffs' Association (VSA) has implemented Section 1.6 *Term of Contract* of the Association's Terms and Conditions. Upon mutual agreement, we are pleased to announce the VSA has extended your contract for one additional year. VSA Vehicle and Motorcycle Bid 22-05-0917R will be effective October 9, 2022 through October 8, 2023.

This contract is awarded by dealership and zone and includes all model code upgrades or downgrades listed in the Association's base model specifications.

By the award of this contract based on your dealership's bid for Solicitation Number 22-05-0917R, all terms and conditions set forth in the Invitation for Bids are incorporated herein by reference and agreed to by the Contractor and the Virginia Sheriffs' Association.

X 

Signature of Authorized Representative

X Ken Stolle

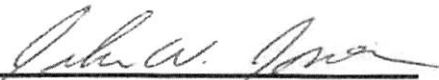
Printed Name of Authorized Representative

X RIK Chevrolet

Contractor/Dealership Name (Please Print)

X 6-16-22

Date

X 

Signature of VSA Executive Director

X John W. Jones

Printed Name of VSA Executive Director

X 10/9/2022

Date



Vehicle & Motorcycle Procurement Program Contract Award Agreement Bid 22-05-0917

We are pleased to announce the Virginia Sheriffs' Association has successfully completed its statewide competitive award for vehicles and motorcycles effective October 9, 2021 through October 8, 2022.

Congratulations, your dealership has been included on the Association's specification contract controlled by the Virginia Sheriffs' Association's Solicitation for Bids and Contract Terms and Conditions. Your dealership has been awarded all vehicles outlined in the attached document by dealership and zone. This contract award also includes all model code upgrades or downgrades listed in the Association's base model specifications.

By the award of this contract based on your dealership's bid for Solicitation Number 22-05-0917, all terms and conditions set forth in the Invitation for Bids are incorporated herein by reference and agreed to by the Contractor and the Virginia Sheriffs' Association.

X 

Signature of Authorized Representative

X Ken Stolle

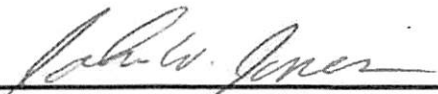
Printed Name of Authorized Representative

X RK Chevrolet

Contractor/Dealership Name (Please Print)

X 10-14-21

Date

X 

Signature of VSA Executive Director

X John W. Jones

Printed Name of VSA Executive Director

X 10/9/2021

Date

VSA Vehicle & Motorcycle Procurement - Bid 22-05-0917

Item Number and Vehicle	Awarded Dealer	Zones
Item: 1, Daimler, Sprinter Cab Chassis 3500XD 144"WB 6 Cylinder, MXCC44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 2, Daimler, Sprinter Cab Chassis 4500 144"WB 6 Cylinder, M4CC44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 3, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Crew Cab, W3G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 3, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Crew Cab, W3G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 4, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Regular Cab, F3G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 4, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Regular Cab, F3G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 5, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Super Cab 168" WB, X3G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 5, Ford, F-350 60 CA Chassis DRW XL 4x2 SD Super Cab 168" WB, X3G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 6, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Crew Cab, W3H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 6, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Crew Cab, W3H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 7, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Regular Cab, F3H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 7, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Regular Cab, F3H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 8, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Super Cab 168" WB, X3H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 8, Ford, F-350 60 CA Chassis DRW XL 4x4 SD Super Cab 168" WB, X3H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 9, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Crew Cab, W3E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 9, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Crew Cab, W3E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 10, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Regular Cab, F3E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 10, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Regular Cab, F3E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 11, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Super Cab 168" WB, X3E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 11, Ford, F-350 60 CA Chassis SRW XL 4x2 SD Super Cab 168" WB, X3E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 12, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Crew Cab, W3F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 12, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Crew Cab, W3F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 13, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Regular Cab, F3F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 13, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Regular Cab, F3F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 14, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Super Cab 168" WB, X3F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 14, Ford, F-350 60 CA Chassis SRW XL 4x4 SD Super Cab 168" WB, X3F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 15, Ford, F-450 Chassis XL 4x2 SD Crew Cab - CA of 60, W4G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 15, Ford, F-450 Chassis XL 4x2 SD Crew Cab - CA of 60, W4G	Sheehy Ford Lincoln of Richmond	No Delivery
Item: 16, Ford, F-450 Chassis XL 4x2 SD Regular Cab - CA of 60, F4G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 16, Ford, F-450 Chassis XL 4x2 SD Regular Cab - CA of 60, F4G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 17, Ford, F-450 Chassis XL 4x2 SD Super Cab - CA of 60, X4G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 17, Ford, F-450 Chassis XL 4x2 SD Super Cab - CA of 60, X4G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 18, Ford, F-450 Chassis XL 4x4 SD Crew Cab - CA of 60, W4H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 18, Ford, F-450 Chassis XL 4x4 SD Crew Cab - CA of 60, W4H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 19, Ford, F-450 Chassis XL 4x4 SD Regular Cab - CA of 60, F4H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 19, Ford, F-450 Chassis XL 4x4 SD Regular Cab - CA of 60, F4H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 20, Ford, F-450 Chassis XL 4x4 SD Super Cab - CA of 60, X4H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 20, Ford, F-450 Chassis XL 4x4 SD Super Cab - CA of 60, X4H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 21, Ford, F-550 Chassis XL 4x2 SD Crew Cab - CA of 60, W5G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 21, Ford, F-550 Chassis XL 4x2 SD Crew Cab - CA of 60, W5G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 22, Ford, F-550 Chassis XL 4x2 SD Regular Cab - CA of 60, F5G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 22, Ford, F-550 Chassis XL 4x2 SD Regular Cab - CA of 60, F5G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 23, Ford, F-550 Chassis XL 4x2 SD Super Cab - CA of 60, X5G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 23, Ford, F-550 Chassis XL 4x2 SD Super Cab - CA of 60, X5G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 24, Ford, F-550 Chassis XL 4x4 SD Crew Cab - CA of 60, W5H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 24, Ford, F-550 Chassis XL 4x4 SD Crew Cab - CA of 60, W5H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 25, Ford, F-550 Chassis XL 4x4 SD Regular Cab - CA of 60, F5H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 25, Ford, F-550 Chassis XL 4x4 SD Regular Cab - CA of 60, F5H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 26, Ford, F-550 Chassis XL 4x4 SD Super Cab - CA of 60, X5H	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 26, Ford, F-550 Chassis XL 4x4 SD Super Cab - CA of 60, X5H	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 27, Ford, F-600 Chassis XL 4X2 SD Regular Cab - CA of 60, F6K	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 27, Ford, F-600 Chassis XL 4X2 SD Regular Cab - CA of 60, F6K	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 28, Ford, F-600 Chassis XL 4X4 SD Regular Cab - CA of 60, F6L	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 28, Ford, F-600 Chassis XL 4X4 SD Regular Cab - CA of 60, F6L	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 47, General Motors, Chevrolet 3500 Low-Cab Forward - Gas Regular Cab 109" WB, CP11003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 48, General Motors, Chevrolet 4500 HD Low-Cab Forward - Diesel Regular Cab 109" WB, CT31003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 49, General Motors, Chevrolet 4500 Low-Cab Forward - Gas Regular Cab 109" WB, CP31003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 50, General Motors, Chevrolet 4500 XD Low-Cab Forward - Diesel Regular Cab 109" WB, CT41003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 51, General Motors, Chevrolet 5500 HD Low-Cab Forward - Diesel Regular Cab 109" WB, CT51003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 52, General Motors, Chevrolet 5500 XD Low-Cab Forward - Diesel Regular Cab 109" WB, CT61003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 53, General Motors, Chevrolet 6500 XD Low-Cab Forward - Diesel Regular Cab 152" WB, CT73203	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 54, General Motors, Chevrolet Express 3500 Cut-Away Work Van SRW 139" WB, CG33503	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 54, General Motors, Chevrolet Express 3500 Cut-Away Work Van SRW 139" WB, CG33503	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 55, General Motors, Chevrolet Silverado 3500HD Chassis Cab 2WD Crew Cab (177" WB, 60" CA), CC31043	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 55, General Motors, Chevrolet Silverado 3500HD Chassis Cab 2WD Crew Cab (177" WB, 60" CA), CC31043	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 56, General Motors, Chevrolet Silverado 3500HD Chassis Cab 2WD Regular Cab (146" WB, 60" CA), CC31003	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 56, General Motors, Chevrolet Silverado 3500HD Chassis Cab 2WD Regular Cab (146" WB, 60" CA), CC31003	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 57, General Motors, Chevrolet Silverado 4500HD 2WD Crew Cab DRW (175" WB, 60" CA), CC56043	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 58, General Motors, Chevrolet Silverado 4500HD 2WD Regular Cab DRW (141" WB, 60" CA), CC56403	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 59, General Motors, Chevrolet Silverado 5500HD 2WD Crew Cab DRW (175" WB, 60" CA), CC56043	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 60, General Motors, Chevrolet Silverado 5500HD 2WD Regular Cab DRW (141" WB, 60" CA), CC56403	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 61, General Motors, Chevrolet Silverado 6500HD 2WD Crew Cab DRW (175" WB, 60" CA), CC56043	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 62, General Motors, Chevrolet Silverado 6500HD 2WD Regular Cab DRW (141" WB, 60" CA), CC56403	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 63, Stellantis, Ram 3500 Tradesman Crew Cab Chassis 4X2 (172.4" WB - CA of 60"), DD3L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 63, Stellantis, Ram 3500 Tradesman Crew Cab Chassis 4X2 (172.4" WB - CA of 60"), DD3L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 64, Stellantis, Ram 3500 Tradesman Crew Cab Chassis 4X4 (172.4" WB - CA of 60"), DD8L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 64, Stellantis, Ram 3500 Tradesman Crew Cab Chassis 4X4 (172.4" WB - CA of 60"), DD8L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 65, Stellantis, Ram 3500 Tradesman Regular Cab Chassis 4X2 (143.5" WB - CA of 60"), DD3L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 65, Stellantis, Ram 3500 Tradesman Regular Cab Chassis 4X2 (143.5" WB - CA of 60"), DD3L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 66, Stellantis, Ram 3500 Tradesman Regular Cab Chassis 4X4 (143.5" WB - CA of 60"), DD8L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 66, Stellantis, Ram 3500 Tradesman Regular Cab Chassis 4X4 (143.5" WB - CA of 60"), DD8L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 67, Stellantis, Ram 4500 Tradesman Crew Chassis Cab DRW 4X2 (173.4" WB - CA of 60"), DP4L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 67, Stellantis, Ram 4500 Tradesman Crew Chassis Cab DRW 4X2 (173.4" WB - CA of 60"), DP4L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 68, Stellantis, Ram 4500 Tradesman Crew Chassis Cab DRW 4X4 (173.4" WB - CA of 60"), DP9L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 68, Stellantis, Ram 4500 Tradesman Crew Chassis Cab DRW 4X4 (173.4" WB - CA of 60"), DP9L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 69, Stellantis, Ram 4500 Tradesman Regular Chassis Cab DRW 4X2 (144.5 in WB - CA of 60 in), DP4L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 69, Stellantis, Ram 4500 Tradesman Regular Chassis Cab DRW 4X2 (144.5 in WB - CA of 60 in), DP4L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 70, Stellantis, Ram 4500 Tradesman Regular Chassis Cab DRW 4X4 (144.5" WB - CA of 60"), DP9L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 70, Stellantis, Ram 4500 Tradesman Regular Chassis Cab DRW 4X4 (144.5" WB - CA of 60"), DP9L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 71, Stellantis, Ram 5500 Tradesman Crew Cab Chassis 4X2 (173.4" WB - CA of 60"), DP5L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 71, Stellantis, Ram 5500 Tradesman Crew Cab Chassis 4X2 (173.4" WB - CA of 60"), DP5L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 72, Stellantis, Ram 5500 Tradesman Crew Cab Chassis 4X4 (173.4" WB - CA of 60"), DP0L93	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 72, Stellantis, Ram 5500 Tradesman Crew Cab Chassis 4X4 (173.4" WB - CA of 60"), DP0L93	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 73, Stellantis, Ram 5500 Tradesman Regular Cab Chassis 4X2 (144.5" WB - CA of 60"), DP5L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 73, Stellantis, Ram 5500 Tradesman Regular Cab Chassis 4X2 (144.5" WB - CA of 60"), DP5L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 74, Stellantis, Ram 5500 Tradesman Regular Cab Chassis 4X4 (144.5" WB - CA of 60"), DP0L63	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 74, Stellantis, Ram 5500 Tradesman Regular Cab Chassis 4X4 (144.5" WB - CA of 60"), DP0L63	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 75, Stellantis, Ram Promaster Cab Chassis - 3500 Cab Chassis Low Roof (159" WB - CA of 104"), VF3L04	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 75, Stellantis, Ram Promaster Cab Chassis - 3500 Cab Chassis Low Roof (159" WB - CA of 104"), VF3L04	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 76, Ford, Escape SE Sport AWD Hybrid, U9B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 76, Ford, Escape SE Sport AWD Hybrid, U9B	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 77, Ford, Escape SE Sport FWD Hybrid, U0B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 77, Ford, Escape SE Sport FWD Hybrid, U0B	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 81, Ford, E-Transit T-350 Cargo Van High Roof Extended 148" WB, W3X	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 81, Ford, E-Transit T-350 Cargo Van High Roof Extended 148" WB, W3X	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 82, Ford, E-Transit T-350 Cargo Van Low Roof Regular 130" WB, W1Y	Sheehy Ford Lincoln of Richmond	Colonial, Heritage, Chesapeake, No Delivery
Item: 82, Ford, E-Transit T-350 Cargo Van Low Roof Regular 130" WB, W1Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 83, Ford, E-Transit T-350 Cargo Van Medium Roof Regular 130" WB, W9C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 83, Ford, E-Transit T-350 Cargo Van Medium Roof Regular 130" WB, W9C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 84, Ford, E-Transit T-350 Chassis Cab Low Roof Extended 178" WB, W5Z	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 84, Ford, E-Transit T-350 Chassis Cab Low Roof Extended 178" WB, W5Z	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 85, Ford, E-Transit T-350 Cutaway Low Roof Extended 178" WB, W5P	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 85, Ford, E-Transit T-350 Cutaway Low Roof Extended 178" WB, W5P	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 86, Ford, Explorer Limited HEV 4WD, K8F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 86, Ford, Explorer Limited HEV 4WD, K8F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 87, Ford, Explorer Limited HEV RWD, K7F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 87, Ford, Explorer Limited HEV RWD, K7F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 88, Ford, F-150 Crew Cab Lightning, W1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 89, Ford, F-150 SuperCrew Cab Hybrid 4x2 145" WB, W1C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 89, Ford, F-150 SuperCrew Cab Hybrid 4x2 145" WB, W1C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 90, Ford, F-150 SuperCrew Cab Hybrid 4x4 145" WB, W1E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 90, Ford, F-150 SuperCrew Cab Hybrid 4x4 145" WB, W1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 91, Ford, Maverick Super Crew XL FWD, W8E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 91, Ford, Maverick Super Crew XL FWD, W8E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 92, Ford, Mustang Mach-E AWD, K1S	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 92, Ford, Mustang Mach-E AWD, K1S	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 93, Ford, Mustang Mach-E RWD, K1R	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 93, Ford, Mustang Mach-E RWD, K1R	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 94, Ford, Police Interceptor Hybrid, K8A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 94, Ford, Police Interceptor Hybrid, K8A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 95, General Motors, Chevrolet Bolt EUV, 1FF48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 95, General Motors, Chevrolet Bolt EUV, 1FF48	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 96, General Motors, Chevrolet Bolt LT, 1FB48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 96, General Motors, Chevrolet Bolt LT, 1FB48	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 97, Nissan, Leaf S - 40kWh, 17012	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 97, Nissan, Leaf S - 40kWh, 17012	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 98, Stellantis, Chrysler Pacifica Hybrid Touring, RUEH53	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 98, Stellantis, Chrysler Pacifica Hybrid Touring, RUEH53	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 99, Stellantis, Jeep Wrangler 4xe, JLXP74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 117, Harley-Davidson, Pan America, RA1250S	Richmond Harley Davidson	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 118, Harley-Davidson, Police, FLHP Road King	Richmond Harley Davidson	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 119, Harley-Davidson, Police, FLHTP Electra Glide	Richmond Harley Davidson	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 120, Harley-Davidson, Police, XL883L Sportster	Richmond Harley Davidson	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 122, General Motors, Chevrolet Malibu 1FL LS, 1ZC69	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 122, General Motors, Chevrolet Malibu 1FL LS, 1ZC69	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 123, General Motors, Chevrolet Spark LS CVT 1SB, 1DR48	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 123, General Motors, Chevrolet Spark LS CVT 1SB, 1DR48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 124, Nissan, Altima Sedan 2.5S FWD, 13112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 124, Nissan, Altima Sedan 2.5S FWD, 13112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 125, Nissan, Altima Sedan 2.5SL FWD, 13712	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 126, Nissan, Altima Sedan 2.5SR FWD, 13512	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 127, Nissan, Altima Sedan 2.5SV FWD, 13312	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 128, Nissan, Maxima SV, 16112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 128, Nissan, Maxima SV, 16112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 129, Nissan, Sentra S, 12012	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 129, Nissan, Sentra S, 12012	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 130, Nissan, Versa S CVT, 10112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 130, Nissan, Versa S CVT, 10112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 131, Stellantis, Chrysler 300 Touring, LXCH48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 131, Stellantis, Chrysler 300 Touring, LXCH48	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 132, Stellantis, Dodge Challenger SXT - AWD, LAEH22	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 132, Stellantis, Dodge Challenger SXT - AWD, LAEH22	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 133, Stellantis, Dodge Challenger SXT - RWD, LADH22	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 133, Stellantis, Dodge Challenger SXT - RWD, LADH22	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 134, Stellantis, Dodge Charger SXT Sedan - AWD, LDES48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 134, Stellantis, Dodge Charger SXT Sedan - AWD, LDES48	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 135, Stellantis, Dodge Charger SXT Sedan - RWD, LDDM48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 135, Stellantis, Dodge Charger SXT Sedan - RWD, LDDM48	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 139, Ford, Police Interceptor Utility AWD - 3.3 Gas Engine, K8A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 139, Ford, Police Interceptor Utility AWD - 3.3 Gas Engine, K8A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 140, Ford, Police Interceptor Utility AWD - Ecoboost, K8A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 140, Ford, Police Interceptor Utility AWD - Ecoboost, K8A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 141, Ford, Police Rated Responder - F-150 4X4, W1P	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 141, Ford, Police Rated Responder - F-150 4X4, W1P	Haley Ford South	Dogwood, Colonial, Heritage, No Delivery
Item: 141, Ford, Police Rated Responder - F-150 4X4, W1P	Hall Automotive, LLC	Chesapeake, No Delivery
Item: 142, General Motors, Chevrolet Tahoe 1500 Full Size Police Rated Utility 2WD, CC10706/9C1	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 143, Stellantis, Dodge Charger Full Size Police Rated Sedan - AWD - 3.6L V6, LDEE48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 143, Stellantis, Dodge Charger Full Size Police Rated Sedan - AWD - 3.6L V6, LDEE48	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 144, Stellantis, Dodge Charger Full Size Police Rated Sedan - RWD - 5.7 liter Hemi V8, LDDE48	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 144, Stellantis, Dodge Charger Full Size Police Rated Sedan - RWD - 5.7 liter Hemi V8, LDDE48	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 145, Stellantis, Dodge Durango Pursuit AWD, WDEE75	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 145, Stellantis, Dodge Durango Pursuit AWD, WDEE75	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 146, Ford, Expedition XL SSV 4X2, U1F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 146, Ford, Expedition XL SSV 4X2, U1F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 147, Ford, Expedition XL SSV 4X4, U1G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 147, Ford, Expedition XL SSV 4X4, U1G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 148, General Motors, Chevrolet Bolt EUV Special Service Vehicle (SSV), 1FF48/5W4	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 148, General Motors, Chevrolet Bolt EUV Special Service Vehicle (SSV), 1FF48/5W4	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 149, General Motors, Chevrolet Bolt EV Special Service Vehicle (SSV), 1FB48/5W4	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 149, General Motors, Chevrolet Bolt EV Special Service Vehicle (SSV), 1FB48/5W4	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 150, General Motors, Chevrolet Silverado 1500 Short Bed SSV 2WD, CC18543	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 150, General Motors, Chevrolet Silverado 1500 Short Bed SSV 2WD, CC18543	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 151, General Motors, Chevrolet Tahoe 1500 Full Size Special Service Utility 4WD, CK10706/5W4	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 152, Stellantis, Dodge Durango Special Service - RWD, WDDE75	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 152, Stellantis, Dodge Durango Special Service - RWD, WDDE75	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 153, Stellantis, Ram 1500 Special Service Crew Cab 4X4 5.7L Hemi V8, DS6T98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 153, Stellantis, Ram 1500 Special Service Crew Cab 4X4 5.7L Hemi V8, DS6T98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 154, Ford, Bronco Sport, R9A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 154, Ford, Bronco Sport, R9A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 155, Ford, Ecosport S 4x4, S3F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 155, Ford, Ecosport S 4x4, S3F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 156, Ford, Ecosport S FWD, S2F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 156, Ford, Ecosport S FWD, S2F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 157, Ford, Ecosport SE 4x4, S2G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 157, Ford, Ecosport SE 4x4, S2G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 158, Ford, Ecosport SE FWD, S3G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 158, Ford, Ecosport SE FWD, S3G	Sheehy Ford Lincoln of Richmond	Heritage, Chesapeake, No Delivery
Item: 159, Ford, Edge SE AWD, K4G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 159, Ford, Edge SE AWD, K4G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 161, Ford, Escape S - FWD, U0F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 161, Ford, Escape S - FWD, U0F	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 162, Ford, Escape S 4x4, U9F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 162, Ford, Escape S 4x4, U9F	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 163, Ford, Escape SE - 4X4, U9G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 163, Ford, Escape SE - 4X4, U9G	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 164, Ford, Expedition XL 4X2, U1F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 164, Ford, Expedition XL 4X2, U1F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 165, Ford, Expedition XL 4X4, U1G	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 165, Ford, Expedition XL 4X4, U1G	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 166, Ford, Explorer 4X4 2.3L, K8B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 166, Ford, Explorer 4X4 2.3L, K8B	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 167, Ford, Explorer RWD 2.3L, K7B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 167, Ford, Explorer RWD 2.3L, K7B	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 168, Ford, Explorer XLT 4X4 2.3L, K8D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 168, Ford, Explorer XLT 4X4 2.3L, K8D	Haley Ford South	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 169, Ford, Explorer XLT RWD 2.3L, K7D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 169, Ford, Explorer XLT RWD 2.3L, K7D	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 170, General Motors, Chevrolet Blazer FWD LT, 1NK26	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 170, General Motors, Chevrolet Blazer FWD LT, 1NK26	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 171, General Motors, Chevrolet Equinox - FWD - LS, 1XP26	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 171, General Motors, Chevrolet Equinox - FWD - LS, 1XP26	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 172, General Motors, Chevrolet Suburban 2WD - 1FL, CC10906	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 172, General Motors, Chevrolet Suburban 2WD - 1FL, CC10906	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 173, General Motors, Chevrolet Tahoe 2WD 1FL, CC10706	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 173, General Motors, Chevrolet Tahoe 2WD 1FL, CC10706	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 174, General Motors, Chevrolet Trailblazer FWD LS, 1TR56	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 174, General Motors, Chevrolet Trailblazer FWD LS, 1TR56	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 175, General Motors, Chevrolet Traverse FWD LS, 1NB56	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 175, General Motors, Chevrolet Traverse FWD LS, 1NB56	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 176, General Motors, Chevrolet Trax LS AWD, 1JR76	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 176, General Motors, Chevrolet Trax LS AWD, 1JR76	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 177, Nissan, Armada S 4x2, 26712	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 177, Nissan, Armada S 4x2, 26712	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 178, Nissan, Armada SL 4x2, 26312	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 178, Nissan, Armada SL 4x2, 26312	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 179, Nissan, Armada SV 4x2, 26112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 179, Nissan, Armada SV 4x2, 26112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 180, Nissan, Kicks S, 21012	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 180, Nissan, Kicks S, 21012	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 181, Nissan, Murano S FWD, 23112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 181, Nissan, Murano S FWD, 23112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 182, Nissan, Pathfinder S 2WD, 25112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 182, Nissan, Pathfinder S 2WD, 25112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 183, Nissan, Rogue S - FWD, 22112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 183, Nissan, Rogue S - FWD, 22112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 184, Nissan, Rogue Sport S - FWD, 27112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 184, Nissan, Rogue Sport S - FWD, 27112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 185, Stellantis, Dodge Durango SXT - AWD, WDEL75	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 185, Stellantis, Dodge Durango SXT - AWD, WDEL75	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 186, Stellantis, Dodge Durango SXT - RWD, WDDL75	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 186, Stellantis, Dodge Durango SXT - RWD, WDDL75	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 187, Stellantis, Jeep Cherokee - Latitude 4X4, KLJM74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 187, Stellantis, Jeep Cherokee - Latitude 4X4, KLJM74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 188, Stellantis, Jeep Cherokee - Latitude FWD, KLTM74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 188, Stellantis, Jeep Cherokee - Latitude FWD, KLTM74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 189, Stellantis, Jeep Compass Sport 4x4, MPJL74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 189, Stellantis, Jeep Compass Sport 4x4, MPJL74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 190, Stellantis, Jeep Compass Sport FWD, MPTL74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 190, Stellantis, Jeep Compass Sport FWD, MPTL74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 191, Stellantis, Jeep Grand Cherokee Laredo 4x2, WKTH74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 191, Stellantis, Jeep Grand Cherokee Laredo 4x2, WKTH74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 192, Stellantis, Jeep Grand Cherokee Laredo 4X4, WKJH74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 192, Stellantis, Jeep Grand Cherokee Laredo 4X4, WKJH74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 193, Stellantis, Jeep Renegade Sport 4x2, BVTL74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 193, Stellantis, Jeep Renegade Sport 4x2, BVTL74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 194, Stellantis, Jeep Renegade Sport 4x4, BVJL74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 194, Stellantis, Jeep Renegade Sport 4x4, BVJL74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 195, Stellantis, Jeep Wrangler 2 Door Sport, JLJL72	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 195, Stellantis, Jeep Wrangler 2 Door Sport, JLJL72	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 196, Stellantis, Jeep Wrangler 4 Door Sport, JLJL74	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 196, Stellantis, Jeep Wrangler 4 Door Sport, JLJL74	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 200, Ford, F-150 Regular Cab 4x2 122.5" WB, F1C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 200, Ford, F-150 Regular Cab 4x2 122.5" WB, F1C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 201, Ford, F-150 Regular Cab 4x4 122.5" WB, F1E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 201, Ford, F-150 Regular Cab 4x4 122.5" WB, F1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 202, Ford, F-150 Super Cab 4x2 145" WB, X1C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 202, Ford, F-150 Super Cab 4x2 145" WB, X1C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 203, Ford, F-150 Super Cab 4x4 145" WB, X1E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 203, Ford, F-150 Super Cab 4x4 145" WB, X1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 204, Ford, F-150 SuperCrew Cab XL 4x2 145" WB, W1C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 204, Ford, F-150 SuperCrew Cab XL 4x2 145" WB, W1C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 205, Ford, F-150 SuperCrew Cab XL 4x4 145" WB, W1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 205, Ford, F-150 SuperCrew Cab XL 4x4 145" WB, W1E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 206, Ford, F-250 Short Bed XL 4x2 SD Crew Cab, W2A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 206, Ford, F-250 Short Bed XL 4x2 SD Crew Cab, W2A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 207, Ford, F-250 Short Bed XL 4x2 SD Super Cab, X2A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 207, Ford, F-250 Short Bed XL 4x2 SD Super Cab, X2A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 208, Ford, F-250 Short Bed XL 4x4 SD Crew Cab, W2B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 208, Ford, F-250 Short Bed XL 4x4 SD Crew Cab, W2B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 209, Ford, F-250 Short Bed XL 4x4 SD Super Cab, X2B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 209, Ford, F-250 Short Bed XL 4x4 SD Super Cab, X2B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 210, Ford, F-250 XL 4x2 SD Regular Cab, F2A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 210, Ford, F-250 XL 4x2 SD Regular Cab, F2A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 211, Ford, F-250 XL 4x4 SD Regular Cab, F2B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 211, Ford, F-250 XL 4x4 SD Regular Cab, F2B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 212, Ford, F-350 XL 4x2 SD Crew Cab Pick-up 8' Box, 176" WB, DRW, W3C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 212, Ford, F-350 XL 4x2 SD Crew Cab Pick-up 8' Box, 176" WB, DRW, W3C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 213, Ford, F-350 XL 4x2 SD Crew Cab Pick-up Short Bed, 160" WB, SRW, W3A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 213, Ford, F-350 XL 4x2 SD Crew Cab Pick-up Short Bed, 160" WB, SRW, W3A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 214, Ford, F-350 XL 4x2 SD Regular Cab Pick-up 8` box 142" WB DRW, F3C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 214, Ford, F-350 XL 4x2 SD Regular Cab Pick-up 8` box 142" WB DRW, F3C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 215, Ford, F-350 XL 4x2 SD Regular Cab Pick-up 8` Box 142" WB SRW, F3A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 215, Ford, F-350 XL 4x2 SD Regular Cab Pick-up 8` Box 142" WB SRW, F3A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 216, Ford, F-350 XL 4x2 SD Super Cab Pick-up 8` Box 164" WB DRW, X3C	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 216, Ford, F-350 XL 4x2 SD Super Cab Pick-up 8` Box 164" WB DRW, X3C	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 217, Ford, F-350 XL 4x2 SD Super Cab SRW Pick-up, Short Bed, 148" WB, X3A	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 217, Ford, F-350 XL 4x2 SD Super Cab SRW Pick-up, Short Bed, 148" WB, X3A	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 218, Ford, F-350 XL 4x4 SD Crew Cab Pick-up 8` Box, 176" WB, DRW, W3D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 218, Ford, F-350 XL 4x4 SD Crew Cab Pick-up 8` Box, 176" WB, DRW, W3D	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 219, Ford, F-350 XL 4x4 SD Crew Cab Pick-up Short Bed, 160" WB, SRW, W3B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 219, Ford, F-350 XL 4x4 SD Crew Cab Pick-up Short Bed, 160" WB, SRW, W3B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 220, Ford, F-350 XL 4x4 SD Regular Cab Pick-up 8` Box 142" WB DRW, F3D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 220, Ford, F-350 XL 4x4 SD Regular Cab Pick-up 8` Box 142" WB DRW, F3D	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 221, Ford, F-350 XL 4x4 SD Regular Cab Pick-up 8` Box 142" WB SRW, F3B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 221, Ford, F-350 XL 4x4 SD Regular Cab Pick-up 8` Box 142" WB SRW, F3B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 222, Ford, F-350 XL 4x4 SD Super Cab Pick-up 8` Box 164" WB DRW, X3D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 222, Ford, F-350 XL 4x4 SD Super Cab Pick-up 8` Box 164" WB DRW, X3D	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 223, Ford, F-350 XL 4x4 SD Super Cab SRW Pick-up, Short Bed, 148" WB, X3B	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 223, Ford, F-350 XL 4x4 SD Super Cab SRW Pick-up, Short Bed, 148" WB, X3B	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 224, Ford, F-450 XL 4x4 SD Crew Cab Pick-up - CA of 56, DRW, W4D	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 224, Ford, F-450 XL 4x4 SD Crew Cab Pick-up - CA of 56, DRW, W4D	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 225, Ford, Maverick Super Crew XL AWD, W8F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 225, Ford, Maverick Super Crew XL AWD, W8F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 226, Ford, Ranger XL Crew Cab 4x2, R4E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 226, Ford, Ranger XL Crew Cab 4x2, R4E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 227, Ford, Ranger XL Crew Cab 4x4, R4F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 227, Ford, Ranger XL Crew Cab 4x4, R4F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 228, Ford, Ranger XL Super Cab 4x2, R1E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 228, Ford, Ranger XL Super Cab 4x2, R1E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 229, Ford, Ranger XL Super Cab 4x4, R1F	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 229, Ford, Ranger XL Super Cab 4x4, R1F	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 230, General Motors, Chevrolet Colorado 4x2 Crew Cab 128.3" WB, 12M43	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 230, General Motors, Chevrolet Colorado 4x2 Crew Cab 128.3" WB, 12M43	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 231, General Motors, Chevrolet Colorado 4x2 Extended Cab 128.3" WB, 12M53	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 231, General Motors, Chevrolet Colorado 4x2 Extended Cab 128.3" WB, 12M53	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 232, General Motors, Chevrolet Silverado 1500 Crew Cab 2WD (Standard Bed 147.4" WB), CC18543	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 232, General Motors, Chevrolet Silverado 1500 Crew Cab 2WD (Standard Bed 147.4" WB), CC18543	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 233, General Motors, Chevrolet Silverado 1500 Double Cab 2WD 147" WB (Standard Bed 147.4" WB), CC18753	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 233, General Motors, Chevrolet Silverado 1500 Double Cab 2WD 147" WB (Standard Bed 147.4" WB), CC18753	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 234, General Motors, Chevrolet Silverado 1500 Regular Cab RWD (Long Bed 139.6" WB), CC18903	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 234, General Motors, Chevrolet Silverado 1500 Regular Cab RWD (Long Bed 139.6" WB), CC18903	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 235, General Motors, Chevrolet Silverado 2500HD Crew Cab 2WD (Standard Bed 158.9" WB), CC20743	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 235, General Motors, Chevrolet Silverado 2500HD Crew Cab 2WD (Standard Bed 158.9" WB), CC20743	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 236, General Motors, Chevrolet Silverado 2500HD Double Cab 2WD (Standard Bed 149.4" WB), CC20753	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 236, General Motors, Chevrolet Silverado 2500HD Double Cab 2WD (Standard Bed 149.4" WB), CC20753	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 237, General Motors, Chevrolet Silverado 2500HD Regular Cab 2WD (Long Bed 141" WB), CC20903	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 237, General Motors, Chevrolet Silverado 2500HD Regular Cab 2WD (Long Bed 141" WB), CC20903	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 238, General Motors, Chevrolet Silverado 3500HD Crew Cab 2WD SRW (Standard Bed 158" WB), CC30743	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 238, General Motors, Chevrolet Silverado 3500HD Crew Cab 2WD SRW (Standard Bed 158" WB), CC30743	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 239, General Motors, Chevrolet Silverado 3500HD Double Cab 2WD SRW (Long Bed 162" WB), CC30953	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 239, General Motors, Chevrolet Silverado 3500HD Double Cab 2WD SRW (Long Bed 162" WB), CC30953	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 240, General Motors, Chevrolet Silverado 3500HD Regular Cab 2WD SRW (Long Bed 141" WB), CC30903	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 240, General Motors, Chevrolet Silverado 3500HD Regular Cab 2WD SRW (Long Bed 141" WB), CC30903	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 241, Nissan, Frontier Crew Cab S 2WD 6 Cylinder, 32112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 241, Nissan, Frontier Crew Cab S 2WD 6 Cylinder, 32112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 242, Nissan, Frontier King Cab S 2WD 6 Cylinder, 31112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 242, Nissan, Frontier King Cab S 2WD 6 Cylinder, 31112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 243, Nissan, Titan S Crew Cab 2WD Shortbed, 38112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 243, Nissan, Titan S Crew Cab 2WD Shortbed, 38112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 244, Nissan, Titan S King Cab 2WD, 37112	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 244, Nissan, Titan S King Cab 2WD, 37112	Hart Nissan	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 245, Stellantis, Jeep Gladiator Sport 4x4, JTJL98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 245, Stellantis, Jeep Gladiator Sport 4x4, JTJL98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 246, Stellantis, Ram 1500 Classic Tradesman Light Duty Crew Cab 4X2 140" WB - 5' 7" Bed, DS1L98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 246, Stellantis, Ram 1500 Classic Tradesman Light Duty Crew Cab 4X2 140" WB - 5' 7" Bed, DS1L98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 247, Stellantis, Ram 1500 Classic Tradesman Light Duty Crew Cab 4X4 140" WB - 5' 7" Bed, DS6L98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 247, Stellantis, Ram 1500 Classic Tradesman Light Duty Crew Cab 4X4 140" WB - 5' 7" Bed, DS6L98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 248, Stellantis, Ram 1500 Classic Tradesman Light Duty Quad Cab 4X2 140" WB - 6'4" Box, DS1L41	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 248, Stellantis, Ram 1500 Classic Tradesman Light Duty Quad Cab 4X2 140" WB - 6'4" Box, DS1L41	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 249, Stellantis, Ram 1500 Classic Tradesman Light Duty Quad Cab 4X4 140" WB - 6'4" Box, DS6L41	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 249, Stellantis, Ram 1500 Classic Tradesman Light Duty Quad Cab 4X4 140" WB - 6'4" Box, DS6L41	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 250, Stellantis, Ram 1500 Classic Tradesman Light Duty Regular Cab 4X2 120.5" WB - 5'7" Box, DS1L61	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 250, Stellantis, Ram 1500 Classic Tradesman Light Duty Regular Cab 4X2 120.5" WB - 5'7" Box, DS1L61	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 251, Stellantis, Ram 1500 Classic Tradesman Light Duty Regular Cab 4X4 120.5" WB - 5'7" Box, DS6L62	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 251, Stellantis, Ram 1500 Classic Tradesman Light Duty Regular Cab 4X4 120.5" WB - 5'7" Box, DS6L62	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 252, Stellantis, Ram 1500 HFE Crew Cab 4x2 (144.5 in WB 5' 7" box), DTE198	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 253, Stellantis, Ram 1500 Tradesman Crew Cab 4X2 (144.5 in WB 5' 7" box), DT1L98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 253, Stellantis, Ram 1500 Tradesman Crew Cab 4X2 (144.5 in WB 5' 7" box), DT1L98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 254, Stellantis, Ram 1500 Tradesman Crew Cab 4X4 (144.5 in WB 5' 7" box), DT6L98	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 254, Stellantis, Ram 1500 Tradesman Crew Cab 4X4 (144.5 in WB 5' 7" box), DT6L98	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 255, Stellantis, Ram 1500 Tradesman Quad Cab 4X2 (140 in WB 6' 4" box), DT1L41	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 255, Stellantis, Ram 1500 Tradesman Quad Cab 4X2 (140 in WB 6' 4" box), DT1L41	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 256, Stellantis, Ram 1500 Tradesman Quad Cab 4X4 (140 in WB 6' 4" box), DT6L41	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 256, Stellantis, Ram 1500 Tradesman Quad Cab 4X4 (140 in WB 6' 4" box), DT6L41	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 257, Stellantis, Ram 2500 Regular Cab 4X2 140" WB - 8ft. Box, DJ2L62	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 257, Stellantis, Ram 2500 Regular Cab 4X2 140" WB - 8ft. Box, DJ2L62	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 258, Stellantis, Ram 2500 Regular Cab 4X4 140" WB - 8ft. Box, DJ7L62	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 258, Stellantis, Ram 2500 Regular Cab 4X4 140" WB - 8ft. Box, DJ7L62	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 259, Stellantis, Ram 2500 Tradesman Crew Cab 4X2 (149 in WB 6' 4" box), DJ2L91	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 259, Stellantis, Ram 2500 Tradesman Crew Cab 4X2 (149 in WB 6' 4" box), DJ2L91	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 260, Stellantis, Ram 2500 Tradesman Crew Cab 4X4 (149 in WB 6' 4" box), DJ7L91	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 260, Stellantis, Ram 2500 Tradesman Crew Cab 4X4 (149 in WB 6' 4" box), DJ7L91	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 261, Stellantis, Ram 3500 Tradesman 4X2 Heavy Duty Crew Cab 149" - WB 6'4" Box, D23L91	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 261, Stellantis, Ram 3500 Tradesman 4X2 Heavy Duty Crew Cab 149" - WB 6'4" Box, D23L91	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 262, Stellantis, Ram 3500 Tradesman 4X4 Heavy Duty Crew Cab 149" WB - 6'4" Box, D28L91	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 262, Stellantis, Ram 3500 Tradesman 4X4 Heavy Duty Crew Cab 149" WB - 6'4" Box, D28L91	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 271, Daimler, Metris Cargo Van, MMCA2G	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 272, Daimler, Metris Passenger Van, MMPV2G	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 273, Daimler, Sprinter Cargo Van 2500 144" WB 6 Cylinder, M2CA4G	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 274, Daimler, Sprinter Cargo Van 3500 144" WB 6 Cylinder High Roof, M3CA44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 275, Daimler, Sprinter Cargo Van 3500XD 144" WB 6 Cylinder - Standard Roof, MXCA44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 276, Daimler, Sprinter Cargo Van 4500 144" WB 6 Cylinder - High Roof, M4CA44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 277, Daimler, Sprinter Crew Van 2500 144" WB 6 Cylinder Gas - Standard Roof, M2CV4G	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 278, Daimler, Sprinter Crew Van 3500 144" WB - Standard Roof, M3CV44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 279, Daimler, Sprinter Crew Van 3500XD 144" WB - Standard Roof, MXCV44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 280, Daimler, Sprinter Crew Van 4500 144" WB - Standard Roof, M4CV44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 281, Daimler, Sprinter Passenger Van 2500 144" WB 6 Cylinder - High Roof, M2PV44	Mercedes Benz of Hampton	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 282, Ford, Crew Transit Van 150 RWD, E1Z	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 283, Ford, Transit 150 XL 8 Passenger Low Roof Wagon, K1Y	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 283, Ford, Transit 150 XL 8 Passenger Low Roof Wagon, K1Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 284, Ford, Transit 350 XL 12 Passenger Low Roof Wagon, X2Y	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 284, Ford, Transit 350 XL 12 Passenger Low Roof Wagon, X2Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 285, Ford, Transit Connect XL 7 Passenger Wagon, S9E	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 285, Ford, Transit Connect XL 7 Passenger Wagon, S9E	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 286, Ford, Transit Connect XL Standard Roof Long Wheelbase Cargo Van, S7S	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 286, Ford, Transit Connect XL Standard Roof Long Wheelbase Cargo Van, S7S	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 287, Ford, Transit Connect XL Standard Roof Short Wheelbase Cargo Van, S6S	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 287, Ford, Transit Connect XL Standard Roof Short Wheelbase Cargo Van, S6S	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 288, Ford, Transit T-150 Low Roof Cargo Van - RWD, E1Y	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 288, Ford, Transit T-150 Low Roof Cargo Van - RWD, E1Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 289, Ford, Transit T-250 130" WB Low Roof Cargo Van - RWD, R1Y	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 289, Ford, Transit T-250 130" WB Low Roof Cargo Van - RWD, R1Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 290, Ford, Transit T-350 130" WB Low Roof Cargo Van - RWD, W1Y	Sheehy Ford Lincoln of Richmond	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 290, Ford, Transit T-350 130" WB Low Roof Cargo Van - RWD, W1Y	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 291, General Motors, Chevrolet Express 2500 1WT 135" Cargo Van, CG23405	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 291, General Motors, Chevrolet Express 2500 1WT 135" Cargo Van, CG23405	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 292, General Motors, Chevrolet Express 2500 LS 135" Passenger Van, CG23406	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 292, General Motors, Chevrolet Express 2500 LS 135" Passenger Van, CG23406	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery

Item: 293, General Motors, Chevrolet Express 3500 1WT 135" Cargo Van, CG33405	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 293, General Motors, Chevrolet Express 3500 1WT 135" Cargo Van, CG33405	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 294, General Motors, Chevrolet Express 3500 LS 135" Passenger Van, CG33406	RK Chevrolet Inc	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 294, General Motors, Chevrolet Express 3500 LS 135" Passenger Van, CG33406	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 295, Stellantis, Chrysler Voyager LX, RUCL53	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 295, Stellantis, Chrysler Voyager LX, RUCL53	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 296, Stellantis, Ram Promaster 1500 Cargo Van Low Roof 118" WB, VF1L11	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 296, Stellantis, Ram Promaster 1500 Cargo Van Low Roof 118" WB, VF1L11	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 297, Stellantis, Ram Promaster 2500 Cargo Van Low Roof 136" WB, VF2L12	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 297, Stellantis, Ram Promaster 2500 Cargo Van Low Roof 136" WB, VF2L12	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 298, Stellantis, Ram Promaster 3500 Cargo Van Low Roof 136" WB, VF3L12	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 298, Stellantis, Ram Promaster 3500 Cargo Van Low Roof 136" WB, VF3L12	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 299, Stellantis, Ram Promaster City Tradesman Cargo Van 122.4 IN WB, VMDL51	Hall Automotive, LLC	Dogwood, Colonial, Heritage, Chesapeake, No Delivery
Item: 299, Stellantis, Ram Promaster City Tradesman Cargo Van 122.4 IN WB, VMDL51	Dominion of Bedford	Dogwood, Colonial, Heritage, Chesapeake, No Delivery



Virginia Sheriffs' Association

Vehicle and Motorcycle Procurement Program

Invitation for Bids

901 East Byrd Street – Suite 1301
Richmond, Virginia 23219
Main Number – (804) 225-7152
Facsimile – (804) 225-7162

Contact:

Jason Bennett
919-459-8195
jbennett@virginiasheriffs.org

Kaylyn Mitman
919-459-6471
kmitman@virginiasheriffs.org

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Section I

Pre-Bid Procedures

1.0 PURPOSE

The Virginia Sheriffs' Association (VSA) invites interested vendors, including Dealers, to submit responses in accordance with these solicitation documents. The Virginia Sheriffs' Association will serve as the "Contract Administrator" in the solicitation process and the administration of the resulting contract. The purpose of this Invitation for Bids is to establish a contract with manufacturer's authorized dealers for the purpose of providing vehicles, motorcycles, and equipment on a "no trade-in basis" to members of the VSA.

Trade-ins are not addressed in this Program. If an agency has a desire to offer vehicles/motorcycles/equipment for trade to the dealer, the agency and dealer may do so at their sole discretion, separate and apart from this Program.

1.1 THE VIRGINIA PUBLIC PROCUREMENT ACT

The VSA is not a "public body." However, for the purposes of this agreement, the Virginia Sheriffs' Association will follow the intent and spirit of the Virginia Public Procurement Act (VPPA), Section 2.2-4300 *et seq.* of the Code of Virginia 1950, as amended, except as otherwise specified in this Program.

1.2 JOINT AND COOPERATIVE PROCUREMENT

According to Virginia Code, Chapter 636 §2.2-4304, any Virginia public body may participate in, sponsor, or purchase from the cooperative purchasing contract of the Virginia Sheriffs' Association for the purpose of increasing efficiency or reducing administrative expenses in any acquisition of goods.

The VSA, its officials and staff are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public bodies, and in no event shall the VSA, its officials or staff be responsible for any costs, damages or injury resulting to any party from use of a VSA contract.

The VSA assumes no responsibility for any notification of the availability of the contract for use by other public bodies, but the Contractor may conduct such notification.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.3 DEFINITIONS

The following terms are defined as follows:

- a) Vehicle and Motorcycle Procurement Program (VMPP) – A program managed by the Virginia Sheriffs' Association for the purpose of providing public procurement of quality goods (motor vehicles, motorcycles and equipment) to support effective and efficient government ensuring the prudent use of public funds. The primary goals of the VMPP are:
 - Providing efficient delivery of products and services;
 - Obtaining best value through competition;
 - Offering fair and equitable competitive contracting opportunities for suppliers; and
 - Maintaining public confidence through ethical and transparent procurement practices.
- b) Contract Administrator – A Virginia Sheriffs' Association representative who is responsible for the procurement process and the administering of the resulting contracts for the Vehicle and Motorcycle Procurement Program.
- c) Cooperative Bid Coordinator – A Virginia Sheriffs' Association representative who is responsible for the day-to-day operations of the Vehicle and Motorcycle Procurement Program.
- d) Vehicle and Motorcycle Procurement Advisory Committee (VPAC) – A body composed of sheriffs, sheriffs' office staff members, and employees of other local governmental agencies in Virginia, and any other person who the VSA identifies as subject matter experts that will assist with the development of bid specifications and evaluation of bid responses.
- e) Contractor – The bidder that has been awarded a contract and agrees to sell vehicles, motorcycles and equipment under the requirements, specifications, and the Invitation for Bids (IFB), to eligible Customers, as defined herein.
- f) Customer – An eligible Customer as defined in Section 1.5.
- g) VendorLink – The Virginia Sheriffs' Association's Bid Award System located <https://www.myvendorlink.com/common/login.aspx> which is the online system created for the submission of all bids, required documents and tabulation of bid results for the specifications contained herein.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

- h) Invitation for Bids – A solicitation document used in the competitive sealed bidding procedure.
- i) Bid – the response submitted by a bidder to an Invitation for Bids.
- j) Responsible Bidder – means an equipment or vehicle/motorcycle dealer who has the capability, in all respects, to perform fully the contract requirements and the moral and business integrity and reliability that will assure good faith performance, and who has been prequalified, if required.
- k) Responsive Bidder – means an equipment or vehicle/motorcycle dealer who has submitted a bid that conforms to the requirements of the Invitation for Bids.
- l) Zones – Predetermined regions within Virginia that are used to calculate delivery fees for bidding purposes. (See Zone Map)
- m) VSA Vehicle/Motorcycle Specification Notebook – A resource notebook provided to dealers that contains all vehicle/motorcycle specifications.
- n) Add Option – A product or service provided by the vehicle/motorcycle manufacturer.
- o) Fleet Final Order Date – The model year cutoff date by which vehicles/motorcycles must be ordered as set forth by the manufacturer.
- p) Upfitter – An individual or business who installs non-factory options on a vehicle, motorcycle, or equipment.
- q) Subcontractor or 3rd Party – An individual or business that contract to perform part or the entirety of another individual or business's contract.

The Contractor shall not assign, sublet, subcontract or transfer any of its interest in the contract without written consent of the VSA. Nothing herein shall be construed as creating any personal liability on the part of any employee, officer, or agent of the VSA, nor shall it be construed as giving any rights or benefits hereunder to anyone other than the VSA and Contractor.

- r) MSRP – The manufacturer's suggested retail price, which represents the manufacturer's recommended retail selling price, list price, published price, or other usual and customary price that would be paid by the purchaser. The following are acceptable sources of current MSRPs and MSRP lists for use in the submission of bids and the resulting contract:

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

- 1) Manufacturer's computer printouts; Ford – DORA, General Motors – GM AUTOBOOK; or approved equivalent
- 2) Chrome Systems, Inc.'s PC Carbook (for instance, PC Carbook Plus and PC Carbook Fleet Edition)
- 3) Manufacturer's Annual US Price Book
- 4) Manufacturer's official website
- 5) Edmunds (no subscription required)

(Note some of the above resources require a paid subscription)

- s) Special Service Vehicle/Motorcycles (SSV) – Specialized vehicles/motorcycles that are generally heavier duty vehicles/motorcycles that may come with specialized option packages that are used for specific tasks but are not recommended by the manufacturer for use as pursuit vehicles/motorcycles.

1.4 COOPERATIVE PROCUREMENT

This procurement program is being conducted by the VSA in accordance with the provisions of the Code of Virginia, Section 2.2-4304, as amended except as modified herein. The VSA, its officials and staff are not responsible for placement of orders, invoicing, payments, contractual disputes, or any other transactions between the Contractor and any other public bodies, and in no event shall the VSA, its officials or staff be responsible for any costs, damages or injury resulting to any party from use of a VSA contract.

The VSA assumes no responsibility for any notification of the availability of the contract for use by other public bodies, but the Contractor may conduct such notification.

1.5 ELIGIBLE CUSTOMERS OF VMPP

The VMPP is available to all Virginia public bodies.

All Customers are bound by their individual governing purchasing ordinances, rules and regulations. All Contractor/dealers are governed by their manufacturer's agreement. See also Section 1.8 Funding.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.6 TERM OF CONTRACT

If awarded, a contract shall remain in effect for a one-year period or until the next official VSA contract is awarded. A contract may be renewed by mutual agreement between the VSA and the Contractor, at the sole option and discretion of the VSA, for up to two additional consecutive years, on a year-to-year basis.

The VSA will award one contract that will remain in effect for one (1) year from the date of contract execution by the VSA Contract Administrator.

Contract renewals will only be executed when conditions indicate it is in the best interest of the VSA and the Customers.

In the event that a contract is continued beyond the term provided by mutual consent the contract may be extended up to 180 days at the discretion of the VSA, shall be carried out on a month-to-month basis only, and shall not constitute an implied renewal of the contract. Said month to month extension shall be upon the same terms of the contract and at the compensation and payment provided herein.

If the successful bidder is awarded a contract under this IFB, the prices quoted by the successful bidder on the bid forms shall remain fixed and firm during the term of the contract unless determined by the Contract Administrator that a change in price is in the best interest of the program.

Any approved price increases must be in accordance with §3.7 of this Invitation for Bids.

1.7 SHERIFFS' PURCHASING AUTHORITY

The sheriff does not necessarily have independent statutory authority to contract on behalf of or bind the resources of the county or city unless delegated this authority by the local governing body. Therefore, it may be necessary for the sheriff and/or an appropriate official of the local public body to sign any necessary agreements between the Contractor and Customer.

1.8 FUNDING

The continuation of the terms, conditions, and provisions of a resulting contract beyond June 30 of any year, the end of the public body's fiscal year, are subject to approval and ratification by the governing body and appropriations by them of the necessary money to fund said contract for each succeeding year. In the event of non-appropriation of funds, the contract shall be automatically terminated with no recourse for the Contractor.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.9 COMMUNICATIONS

Communications between a bidder, its representative(s) and the VSA are limited to matters of process or procedure. Requests for additional information or clarifications must be made through electronic communication to the VSA Contract Administrator no later than ten (10) calendar days prior to the scheduled bid opening date; all electronic communication must be sent to jbennett@virginiasheriffs.org.

During this Invitation for Bids period, all questions/communication will only be accepted through electronic communication directly to the VSA Contract Administrator. All electronic communication should be addressed to jbennett@virginiasheriffs.org. All questions and communications, and their associated responses will be posted to the VSA Procurement website.

The VSA will issue replies to inquiries and any other corrections or amendments it deems necessary in written addenda issued prior to the deadline for submitting a bid.

Bidders should not rely on representations, statements, or explanations other than those made in this Invitation for Bids or in any written addendum to this IFB. Bidders should verify with the VSA Contract Administrator prior to submitting a bid that all addenda have been received.

1.10 CONTRACTOR'S AUTHORIZATION TO TRANSACT BUSINESS

A. The VSA shall include in every written contract a provision that a contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law. Refer to The Virginia State Corporation Commission Registration Information Form.

B. Any bidder described in subsection A that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the chief executive of a local public body.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

C. Any business entity described in subsection A that enters into a contract with a public body pursuant to this chapter shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract.

D. The VSA may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.

1.11 VEHICLES/MOTORCYCLES, LICENSED DEALER

Bidders must be licensed with the Virginia Motor Vehicle Dealer Board at the time of bid submission. Proof of membership is required at the time of a bidder's electronic bid submission.

1.12 REFERENCES

Bidders shall furnish the names, addresses, and telephone numbers on company letterhead of a minimum of five (5) firms or government organizations for which the Contractor is currently providing or has provided similar services. Two (2) of the references must be government related. A dealer participating for the first time in government fleet sales/bidding may be considered exempt from this requirement if they can demonstrate to the satisfaction of the VSA Contract Administrator that they have the appropriate facility, staffing, and financial resources to support the contract should they receive an award. See Section 1.13 Bidder Qualifications.

1.13 BIDDER QUALIFICATIONS

In order for bids to be considered, bidders to the Virginia Sheriffs' Association's Vehicle and Motorcycle Procurement Program (VMPP) must submit with their bid, evidence that they are qualified to satisfactorily perform the specified service and provide the specified good. Evidence shall include all information necessary to certify that the bidder maintains a permanent place of business; is an authorized distributor of the items specified in its bid; has not had sustained claims filed against the bidder or the bidder's firm; and has provided similar type products or services previously. The evidence also will consist of listings of contracts for similar products or services that have been provided to public and private sector clients and letter(s) from the manufacturer that the bidder is an authorized distributor for the proposed manufacturer. See Section 1.21 Submittal of Bid.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.14 DRUG FREE WORKPLACE

This provision only applies to contracts valued in excess of \$10,000:

During the performance of this contract, the contractor agrees to:

- (i) provide a drug-free workplace for the contractor's employees;
- (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition;
- (iii) state in all solicitations or advertisements for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace; and
- (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each Subcontractor or vendor.

For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor in accordance with this chapter, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.

1.15 EMPLOYMENT DISCRIMINATION

The bidder certifies that he/she is in compliance with all local, state, and federal laws, relative to equal employment opportunity for all persons without regard to race, color, religion, sex, or national origin or other protected categories.

1.16 COMPLIANCE

- 1) All public bodies shall provide in every written contract that the contractor does not and shall not during the performance of the contract for goods and services in the Commonwealth, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

2) Compliance with state law; foreign and domestic businesses authorized to transact business in the Commonwealth.

A. All public bodies shall include in every written contract a provision that a contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.

B. Pursuant to competitive sealed bidding or competitive negotiation, all public bodies shall include in the solicitation a provision that requires a bidder organized or authorized to transact business in the Commonwealth pursuant to Title 13.1 or Title 50 to include in its bid or proposal the identification number issued to it by the State Corporation Commission. Any bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bid or proposal a statement describing why the bidder is not required to be so authorized.

C. Any bidder described in subsection B that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the Director of the Department of General Services or his designee or by the chief executive of a local governing body.

D. Any business entity described in subsection A that enters into a contract with a public body pursuant to this chapter shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of the contract.

E. A public body may void any contract with a business entity if the business entity fails to remain in compliance with the provisions of this section.

1.17 LATE BIDS

Any electronic bid(s) received after the time and date specified on the IFB Calendar will be rejected by the VSA and the VendorLink System and all documentation will be returned to the bidder unopened. An electronic bid is considered received by

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

the VSA when a bidder saves its base vehicle/motorcycle and option pricing, and all required documents on the VendorLink website. All electronic bids are final at the date and time the VendorLink website closes.

The responsibility for submitting an electronic bid before the stated time and date deadline is solely and strictly the responsibility of the bidder. The VSA is not responsible for delays caused by any occurrence.

Each bidder is responsible for ensuring that his or her electronic bid is submitted before the deadline outlined in the IFB Calendar. If an electronic bid is not submitted by the bid due date and time specified on the IFB Calendar, the bid is rejected.

1.18 BID SUBMISSION

Electronic Bid – As noted on the published IFB Calendar, all electronic bid submissions must be submitted through the VendorLink system before electronic bid closing.

All electronic bids will remain sealed until the time of the public bid opening, as published on the IFB calendar. At this time, all submitted bids will be read aloud. The only bids read aloud will be those submitted electronically through the VendorLink system.

1.19 VendorLink

VendorLink is the Virginia Sheriffs' Association's Bid Award System. Access to the system requires a login and user password. To obtain a login and password, bidders must complete an annual registration provided through VendorLink.

All prospective bidders are encouraged to download and review the bid submission checklist and reference guide located on the VendorLink website each year to obtain the most current terms and conditions of the contract as well as instructions for entering bid specifications and pricing.

Questions regarding the use of the VendorLink website, including those regarding VendorLink username and passwords, should be addressed to Kaylyn Mitman at kmitman@viriniasheriffs.org.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.20 VSA COMMISSION FEES FOR ALL SPECIFICATIONS

Bidders must include a three-quarters-of-one percent (.0075) commission fee in their base bid prices, and their quotes and pricing for all additional equipment items (Add Options), excluding any state regulated fees including tags. The three quarters of one percent fee will be incorporated into, and made a part of, the total invoice amount and shall not be treated or added as a separate line item. Fees are based on the total invoice cost of the new vehicle, motorcycle or piece of equipment. No other commission fee(s) will be applicable to any transaction relative to the contract.

1.21 SUBMITTAL OF BID

Bidders must submit their bid electronically via the Virginia Sheriffs' Association's Bid Award System (VendorLink).

Bidders must bid a requested VSA option by first offering the requested item if available from the factory. If this option is satisfied by the addition of a manufacturer's package that contains other items, then it must be indicated in VendorLink in the option line and verifiable via audit. If the package offered to satisfy the request requires another factory option, then that factory option must also be indicated and referenced. If the item is a package and available as a free-flowing option to the base vehicle/motorcycle, then the manufacturer's MSRP governs and becomes the ceiling price. If the item is a package that changes the manufacturer's model number, then the recognized MSRP computation will govern and define the ceiling price.

Bid prices are to be rounded down to the nearest dollar. Bids can be entered more than once, however, only the last bid entered into the VendorLink system before the bid solicitation is closed will be considered in the award process.

For information on late bids please refer to §1.17 LATE BIDS.

The Specifications and Bid Form, available on the VendorLink website, must be completed with the dealership name, contact person, telephone number and mobile phone number.

Separate bid packages must be submitted for each individual dealership for which a bid was submitted through VendorLink. If a dealership is bidding on separate

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

vehicles/motorcycles from different manufacturers, the dealership must submit separate bid packages for each manufacturer.

Bid packages not including all required documentation, listed below, may result in a bidder's disqualification from the bidding process. See section 1.23 – Responsiveness to the Requirements of the IFB.

The bid package must include:

- Invitation for Bids Cover Page. Bidder must complete the Cover Page in its entirety and must indicate by signature on the form that the bidder has read and understands the provisions contained in this Invitation for Bids.
- Proof of membership with the Virginia Vehicle Dealer Board
- Specifications and Bid Form
- The Virginia State Corporation Commission Registration Information Form
- The VSA Vehicle Procurement Program's Drug Free Workplace Form
- Insurance Checklist
- Manufacturer Certification Form
- A printed copy of the submitted bid (printed after final electronic bid submission takes place)
- Manufacturer's print out (Ford – "Dora"; General Motors – "GM Autobook"; or approved equivalent) for each vehicle or motorcycle on which a bid is submitted. The manufacturer's print-out shall indicate an order code for the manufacturer's base model, all standard equipment, and any optional components required to provide the base vehicle/motorcycle as outlined in the Invitation for Bids. Dealer installed aftermarket components are required to meet the base vehicle/motorcycle specified and must be identified, in writing, on the manufacturer's printout.
- For specifications that do not produce a manufacturer's print-out, the bid package must include manufacturer's documentation that includes standard

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

equipment and such other information that provides verification that such item meets the base specifications.

- Pricing sheet for emergency vehicle/motorcycle lighting (when applicable)
- By virtue of its bid submission, bidder acknowledges its obligation to sell vehicles/motorcycles in all Zones for which it is awarded.

1.22 PUBLIC BID OPENING PROCESS AND ELECTRONIC POSTING OF BIDS

Sealed bids will be opened at the date, time, and place indicated in the IFB Calendar and will be evaluated thereafter. Bidders may attend, but it is not a requirement.

The VSA Cooperative Bid Coordinator will electronically post the initial bid tabulation results and any and all awards on the VendorLink website according to the timetable outlined in the IFB Calendar.

If the posting of the initial bid tabulation results is delayed, the VSA Cooperative Bid Coordinator will send electronically a message to all bidders a notice of the delay and will give a revised date for posting of results.

1.23 RESPONSIVENESS TO THE REQUIREMENTS OF THE IFB

All bids will be evaluated to determine the responsiveness to the requirements of the IFB. Bids that do not meet all requirements of this solicitation, or fail to provide all required information, documents, or materials may be rejected as nonresponsive.

A bidder must have the necessary facilities, personnel, and expertise, and must be prepared, if requested by the VSA Contract Administrator, to present evidence of such experience, including evidence of EVT certified technicians to perform installation of emergency lighting for applicable specifications.

The VSA Contract Administrator reserves the right to investigate or inspect at any time during the evaluation period, and the contract period, whether the product, qualifications, or facilities offered by the bidder meet the contract requirements.

Bidders, whose bids, past performance, or current status do not reflect the capability, integrity, or reliability to fully and in good faith perform the requirements

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

of the contract may be rejected. The VSA Contract Administrator may use discretion in determining which bids meet the requirements of this solicitation, and which respondents are responsive and responsible.

The VSA Contract Administrator may use discretion in accepting or rejecting any and all bids, or separable portions thereof, in whole or in part; and/or make or limit awards either as individual items or as a total combined bid; and to waive any informality if determined that doing so will serve the best interest of the VSA and other public bodies of the Commonwealth of Virginia. The VSA Contract Administrator may reject any responses not submitted in the manner specified by solicitation documents.

1.24 BASIS FOR AWARD

The VSA Contract Administrator will award the contract to the lowest responsive and Responsible Bidder by specification, by manufacturer, and by zone.

The Add Options in the IFB shall be for informational purposes only. See Section 1.58 Option Pricing for additional criteria.

The VSA reserves the right to make multiple awards if deemed in the best interest of the VSA.

1.25 ZONE BIDDING

Bidders are allowed to direct their bid to one or more geographic Zones depicted on the zone map. A space within the bid section for each specification in VendorLink is provided for the bidder to indicate zone bidding. In the absence of any indication to the contrary, all bids will be considered statewide. In addition to the four Zones, as indicated on the zone map, all dealers will have a fifth option to bid in a separate category that will not charge the Customer a delivery fee.

1.26 TAX EXEMPTIONS FOR CUSTOMERS

All state and federal tax exemptions applicable to the units of public bodies of the Commonwealth of Virginia will apply. It is the Customer's responsibility to comply with any federal, state, and local tax requirements.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.27 TAX EXEMPTIONS FOR THE VSA

The VSA is a 501(c) (6) organization and exempt from all Federal Excise and State Taxes. The association's tax id number is 54-1020904.

1.28 SPECIFICATIONS

All vehicles, motorcycles and equipment listed in the VSA Vehicle and Motorcycle Specifications Notebook shall be the manufacturer's current basic production model, and shall, at a minimum, be equipped with ALL standard factory equipment in accordance with the manufacturer's latest literature. Bidders must supply a unit that either meets or exceeds all the requirements included in the applicable detailed specifications.

All bidders will be required to bid on the models listed in each designated specification and not on any variation of the specifications.

All vehicles, motorcycles and equipment offered to satisfy an Invitation for Bids must be designed, constructed, and installed to be fully suitable for their intended use and service.

All current contract year vehicle and motorcycle specifications can be found in the VSA Vehicle and Motorcycle Specification Notebook and on the VendorLink website.

1.29 POLICE RATED VEHICLES

Police rated vehicles are vehicles that have been reviewed by one or more of the nationally recognized authorities (see below) on Police Vehicle Testing Program/Evaluation. These vehicles were historically referred to as "Pursuit rated."

These evaluations have not been confirmed or independently verified by the VSA and are not designed to recommend a particular product to a Customer but to serve as a resource of information on vehicles which are currently being offered for police service. To see the full detailed report, utilize the links below.

The level of importance placed on these evaluations is a subjective decision which should be made by each Customer based upon that Customer's needs.

For the purpose of this bid specification the recognized authorities are as follows:

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

STATE OF MICHIGAN

Department of State Police and Department of Technology, Management and Budget

Police Vehicle Evaluation Program

http://www.michigan.gov/documents/msp/VehicleTestBook2014_448152_7.pdf

LOS ANGELES SHERIFF'S DEPARTMENT

Law Enforcement Vehicle Test and Evaluation Program

http://shq.lasdnews.net/shq/vehicle_testing/2014_vehicle.pdf

1.30 VEHICLES AND MOTORCYCLES

Vehicle/motorcycle shall meet all applicable Federal, Commonwealth of Virginia, and OSHA safety requirements.

Inspection as required by Title 46.1, Chapter 4, Article 10 of the Code of Virginia shall be performed by dealer prior to delivery.

Service preparation shall be performed by the dealer, according to manufacturer's specifications. If vehicles/motorcycles are delivered without proper dealer preparation, it shall be the dealer's responsibility to pick up, service and re-deliver.

Dealer logos of any type shall not be allowed on vehicles/motorcycles purchased.

Any previous or current safety issues concerning recalls by the manufacturer must be addressed prior to delivery and acceptance of vehicles/motorcycles.

1.31 FACTORY ORDERED OPTIONS

All factory ordered options are to be "original equipment manufacturer (OEM) and factory installed" unless otherwise noted by the Contractor and acknowledged in writing by both the Contractor and the Customer. Verbal agreements will not be recognized.

1.32 FEDERAL AND STATE VEHICLE/MOTORCYCLE MANUFACTURING STANDARDS

In addition to the equipment set out by the specifications listed in the VSA Specifications Notebook, vehicles/motorcycles shall be equipped with all standard equipment as specified by the manufacturer for this model. All vehicles,

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

motorcycles and equipment offered to satisfy this Invitation for Bids must comply with all Environmental Protection Agency emission standards, federal motor vehicle safety standards as established by the US Department of Transportation, National Highway Transportation Safety Administration, regarding the manufacture of motor vehicles/motorcycles.

1.33 EXECUTION OF BID

The bid must contain a manual signature of a dealership's authorized representative in the space provided on the Invitation for Bids Cover Page. Failure to properly sign and submit the Invitation for Bids Cover Page will invalidate the bidder's submission and it shall NOT be considered for award. All bid forms must be completed in pen and ink or typewritten.

Vehicle and Motorcycle specifications CANNOT be changed or altered in any way. Altered bids will not be considered after the VendorLink system closes for bids. If a clarification of the submitted bid is required, the request for clarification shall be in electronic format and should be addressed to jbennett@virginiasheriff.org.

1.34 NO BID

If a dealer is not submitting a bid the dealer should respond to the VSA by returning the No Bid Form and explain the reason for not bidding.

1.35 MISTAKES

Mistakes discovered following bid opening but prior to award:

If there is a significant and obvious disparity between the prices of the lowest apparent Responsive Bidder and other bidders, the low bidder may be contacted by the VSA to confirm the bid price. This does not relieve a bidder from the responsibility for the submission of a correct bid. If the bidder then alleges a mistake in the bid and can provide clear and convincing evidence that supports the existence of a clerical error to the satisfaction of the VSA, the bid may be withdrawn and not re-bid in accordance with the withdrawal procedure provided herein.

Mistakes discovered after award:

Bids containing mistakes by bidders shall not be withdrawn after award of a contract or issuance of a purchase order, unless determined otherwise by the Contract Administrator.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.36 CONDITION AND PACKAGING

Any item offered or shipped shall be the latest new and current model offered (most current production model at the time of this Invitation for Bids). All shipping containers shall be suitable for storage or shipment, and all prices shall include standard commercial packaging.

1.37 UNDERWRITERS' LABORATORIES (UL)

Unless otherwise stipulated in the IFB, all manufactured items and fabricated assemblies shall be U.L. listed or re-examination listed where such has been established by U.L. for the item(s) offered and furnished.

1.38 EQUIVALENTS

Unless otherwise provided in the Invitation for Bids, the name of a certain brand, make or manufacturer shall not restrict bidders to the specific brand, make or manufacturer named and shall be deemed to convey the general style, type, character, and quality of the article desired. Any article that the VSA in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted.

1.39 GOVERNING LAW

In event of any dispute under the Program the parties agree to the exclusive jurisdiction of the Circuit Court of the City of Williamsburg and County of James City, Virginia and waive any and all objections to such venue.

1.40 PATENTS AND ROYALTIES

The bidder, without exception, shall indemnify and hold harmless the VSA, its officers, members, and its employees from liability of any nature or kind, including without limitation, costs, expenses, and attorneys' fees, for, or on account of, any copyrighted, patented, or unpatented invention, process, or article manufactured or used in the performance of the contract, including its use by the VSA.

If the bidder uses any design, device, or materials covered by letters, patents, or copyright, it is mutually understood and agreed, without exception, that the bid prices shall include all royalties or cost arising from the use of such design, device, or materials in any way involved in the work.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

1.41 PROPRIETARY INFORMATION

Trade secrets or proprietary information submitted by a bidder or contractor in connection with a procurement transaction or prequalification application submitted pursuant to subsection B of § 2.2-4317 of the VPPA shall not be subject to the Virginia Freedom of Information Act (§ 2.2-3700 et seq.); however, the bidder, or contractor shall (i) invoke the protections of this section prior to or upon submission of the data or other materials, (ii) identify the data or other materials to be protected, and (iii) state the reasons why protection is necessary.

1.42 PERMITTED CONTRACTS WITH CERTAIN RELIGIOUS ORGANIZATIONS; PURPOSE; LIMITATIONS

The Virginia Sheriffs' Association does not discriminate against faith-based organizations.

1.43 AMERICANS WITH DISABILITY ACT (ADA)

To request ADA material in accessible format, sign language interpreters, information on access for persons with disabilities, and/or any accommodation to review any document or participate in any VSA-sponsored proceeding, please contact Jason Bennett at 919-459-8195 or jbennett@virginiasheriffs.org.

1.44 BID TABULATIONS

Bidders desiring a copy of VendorLink's bid tabulation may request same by enclosing a self-addressed stamped envelope with the bid along with a written request for the bid tabulation.

1.45 REQUESTS FOR CLARIFICATION AND ADDENDA

In case of doubt as to the meaning or intent of any items contained in the IFB, inquiry should be made to the VSA Contract Administrator prior to the Pre-Bid Conference via e-mail or at the Pre-Bid Conference in person. Telephone clarifications will not be accepted, and no clarifications will be accepted after the date listed in the IFB Calendar. All requests for clarification from bidders and VSA responses will be posted on the VSA Procurement website by the date listed on the IFB Calendar.

The submission of a bid presumes the bidder thoroughly understands the terms and the specifications.

If any person contemplating submission of a Bid under this Invitation for Bids is in doubt as to the meaning of the specifications in the IFB or any part thereof, the

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Bidder must submit to the VSA at least ten (10) calendar days prior to the scheduled Bid opening, a request for clarification. All such requests for clarification must be made in writing and the person submitting the request will be responsible for its timely delivery.

Any questions or clarifications concerning this Invitation for Bids shall be submitted in writing by mail or facsimile to the Virginia Sheriffs' Association, Vehicle and Motorcycle Procurement, 901 East Byrd Street, Suite 1301, Richmond, Virginia 23219 or by email to jbennett@virginiasheriffs.org with the IFB Title referenced on all correspondence.

Any interpretations will be made only by Addendum issued by the VSA Contract Administrator. All addenda will be posted on the VendorLink website.

All Bidders will be required to acknowledge any formal addenda by signing in the space provided on the formal addendum and including the signed acknowledgement along with the bidder's bid package. Failure to acknowledge receipt of addendum by a bidder will deem its Bid non-responsive.

1.46 COLLUSION

Related parties mean bidders, or the principals thereof, which have a direct or indirect ownership interest in another bidder for the same contract, or in which a parent company or the principals thereof of one (1) bidder has a direct or indirect ownership interest in another bidder for the same contract.

Bids from Related Parties – Where two (2) or more related parties each submit a bid for any contract, such bids or bids shall be presumed to be collusive. Bids found to be collusive shall be rejected.

The foregoing presumption may be rebutted by presentation of evidence as to the extent of ownership, control, and management of such related parties in the preparation and submittal of such bids.

Bidders who have been found to have engaged in collusion will be suspended for a minimum of one contract year. The bidder may be permanently barred if collusive bidding occurs more than once in a five-year period. Any contract resulting from collusive bidding may be terminated for default.

Dealerships and their representatives may submit multiple bids without conflict of collusion as long as the bid submitted is not from the same manufacturer and product line. Dealerships which share the same ownership may submit multiple

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

bids also without conflict of collusion as long as the bidders are not in the same region, as shown in the zone map, with the same manufacturer and product line.

1.47 GRATUITIES

Bidders shall not offer any gratuities, favors, or anything of monetary value to any official, employee, or agent of the VSA.

1.48 SIGNED BID CONSIDERED AN OFFER

The signed bid shall be considered an offer on the part of the bidder, which offer shall be deemed accepted upon approval and award by the VSA. In case of default on the part of the Contractor after the acceptance of the bidder's offer, the VSA may procure the items or services from other sources and hold the bidder or Contractor responsible for any excess cost occasioned or incurred thereby.

1.49 TIE BIDS

In the case of a tie bid, preference shall be given to goods produced in Virginia, goods or services or construction provided by Virginia persons, firms or corporations; otherwise, the tie shall be decided by lot.

1.50 DELIVERY TIME

Bidders shall specify on the attached Bid Form, the delivery time (in calendar days) for each item. The delivery time must be a firm delivery period; ranges will be accepted, i.e.: 12-14 days. Delivery time may be considered a factor in making an award.

Delivery shall be within the regular business working hours of the Customer, Monday through Friday, excluding holidays.

1.51 RIGHT TO AUDIT

The Contractor must establish and maintain a reasonable accounting system that enables the Virginia Sheriffs' Association to readily identify the Contractor's fleet sales.

VSA, and its authorized representatives, shall have the right to audit, examine, and make copies of, or extracts from, all of Contractor's financial and related records (in whatever form they may be kept, whether written, electronic, or other) relating to or pertaining to this program. Similarly, all government sales and potential eligible Customers' information will be available for review and kept by or under the control of the Contractor, including, but not limited to, records kept by the

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Contractor, its employees, agents, assigns, successors, and Subcontractors. The records shall include, but not be limited to, accounting records, written policies and procedures; subcontract files (including successful and unsuccessful bids, bid recaps, etc.); all paid vouchers including those for out of pocket expenses; other reimbursement supported by invoices; ledgers; cancelled checks; deposit slips; bank statements; journals; original estimates; estimating work sheets; contract amendments and change order files; back charge logs and supporting documentation; insurance documents; memoranda; and correspondence.

The Contractor, shall, at all times during the term of a contract and for a period of three (3) years after the completion of a contract, maintain the above referenced records, together with supporting or underlying documents and materials. The Contractor shall at any time during the three (3) year period, whether during or after completion of this contract, and at Contractor's own expense make these records available for inspection and audit (including copies and extracts of records as required) by the VSA when requested. The records shall be made available to the VSA (subject to a three-day written notice) during normal business hours.

VSA, at its option, may select the Contractor's office or place of business or an offsite location for the audit. The VSA may also allow the Contractor to provide financial records, together with the supporting or underlying documents and records, via email or telephone for audit at a time and location that is convenient for the VSA.

The Contractor shall ensure the VSA has this same right of access to information with Contractor's employees, agents, assigns, successors, and Subcontractors. The obligations of these rights shall be explicitly included in any subcontracts or agreements formed between the Contractor and any Subcontractors to the extent that those subcontracts or agreements relate to fulfillment of the Contractor's obligation to the VSA.

The costs of any audits conducted under the authority of this right to audit, if not addressed elsewhere, will be borne by the VSA unless certain exemption criteria set forth below are met. If the audit identifies underreporting, overpricing, or overcharging (of any nature) by the Contractor to the Customer in excess of three (3%) of the total contract billings, the Contractor shall reimburse the VSA for the total costs of the audit. If the audit discovers findings related to fraud, misrepresentation, or nonperformance, the VSA may recoup all of the costs of the audit work from the Contractor.

Any adjustments and /or payments that must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be made within a

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

reasonable amount of time (not to exceed 90 days) from presentation of the VSA's findings to the Contractor.

1.52 WITHDRAWALS OF BIDS

A bidder may withdraw its bid from consideration if the price bid was substantially lower than the other bids due solely to a mistake in the bid, provided the bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the bid sought to be withdrawn.

If a bid contains both clerical and judgment mistakes, a bidder may withdraw his bid from consideration if the price bid would have been substantially lower than the other bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the bid sought to be withdrawn.

B. The bidder shall give notice in writing of his claim of right to withdraw his bid within two business days after the conclusion of the bid opening procedure and shall submit original work papers with such notice; or

Under these procedures, the mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be considered trade secrets or proprietary information subject to the conditions of subsection F of § 2.2-4342.

C. No bid shall be withdrawn under this section when the result would be the awarding of the contract on another bid of the same bidder or of another bidder in which the ownership of the withdrawing bidder is more than five percent.

D. If a bid is withdrawn in accordance with this section, the lowest remaining bid shall be deemed to be the low bid.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

E. No bidder who is permitted to withdraw a bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn bid was submitted.

F. The VSA shall notify the bidder in writing within five business days of its decision regarding the bidder's request to withdraw its bid. If the VSA denies the withdrawal of a bid under the provisions of this section, it shall state in such notice the reasons for its decision and award the contract to such bidder at the bid price, provided such bidder is a Responsible Bidder and Responsive bidder. At the same time that the notice is provided, the VSA shall return all work papers and copies thereof that have been submitted by the bidder.

1.53 EXCEPTIONS TO IFB

Should a proposed bid not be able to meet one (1) or more of the requirements set forth in this Invitation for Bids, and the bidder is proposing alternatives to said requirements, the bidder must notify the VSA Cooperative Bid Coordinator's Office in writing at least ten (10) days prior to the deadline for submission of bids. The VSA reserves the right to revise the scope of services via addendum prior to the deadline for receipt of bids.

1.54 PRICE MATCHING PREFERENCE

This Program does not recognize a Price Matching Preference for any out of state bidders.

1.55 MODIFICATION OF THE CONTRACT

The contract shall not be amended, modified, or otherwise changed except by the written consent of the Contractor and the VSA given in the same manner and form as the original signing of the contract.

1.56 SPECIFICATION EXCEPTIONS, OMISSIONS OR ERRORS

Specifications are based on the most current manufacturer literature available. Bidder should immediately notify the VSA Contract Administrator of any defects in the specifications or required submittal documents. All notifications of defect must be in writing and submitted prior to the request for clarification deadline.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Bidder is required to indicate in its bid submissions those options which require additional equipment or model upgrade to obtain the original option. Bidder must also identify those options that are available as a part of a package or group. The factory codes listed in the “Prices” section of the Special Conditions must be used.

Failure of a bidder to comply with these provisions will result in bidder being held responsible for all cost required to bring the vehicle or motorcycle into compliance with the IFB specifications.

1.57 OPTION PRICING

Prices for options submitted by the bidder for emergency vehicle/motorcycle lighting and equipment must include all applicable fees and charges not including installation. No additional charges and fees are allowable.

The bidder shall offer a minimum 6% discount on options which shall be below the Manufacturer's Standard Retail Pricing (MSRP) or manufacturer's published catalog price for any factory add options included in the bid submission. The amounts of discounts for each particular add option beyond the 6% discount shall be decided by the bidder.

When Add Options listed are included in the base vehicle/motorcycle, the bidder must submit options as “included” or “standard (STD).” The bidder must use proper factory codes for all factory Add Options. Options available through the factory MUST be bid and supplied to the Customer as factory options unless requested otherwise in writing by the Customer.

Options are intended to add or delete equipment and/or features from the base vehicle/motorcycle specification, and to allow for an upgrade or downgrade to a manufacturer's model with a slightly different engine size or horsepower, and as such, should not be made available for purchase separate from the base vehicle/motorcycle. Bidders shall NOT use add or delete options to create a piece of equipment that is different than the base unit called for in the specification.

The bidder must indicate in its bid submission any option requiring the purchase of other options, and also indicate options that are a part of another option.

The use of Options to facilitate the sale of an alternate Manufacturer's product, which is outside the scope of the written base specification, will be construed as

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

non-compliant and the bid will be rejected, in whole or part by the VSA Bid Coordinator.

Example – Bidder CANNOT include option upgrades that result in the selling of a vehicle or motorcycle on one specification that is offered as a separate specification in the IFB.

Dealers are required to submit all available factory option pricing through the VendorLink website at the time of the dealer's bid submission. A dealer's factory option pricing will not be a consideration when awarding a contract. A dealer's option pricing submission will only be used by the Customer when ordering vehicles or motorcycles from the Contractor.

1.58 FINANCIAL RESPONSIBILITY

The bidder affirms by his or her signature on the Invitation for Bids Cover Page that he or she:

- Has fully read and understands the scope, nature, and quality of work to be performed or the services to be rendered under this IFB and has the adequate facilities and personnel to fulfill such requirements.
- Accepts the financial responsibility associated with this IFB and declares that he or she has the access to capital (in the form of liquidity or credit lines) in order to meet the financial demands of such award. In assessing financial responsibility, Bidder shall consider items such as the specifications bid, the Zones bid, and the quantity of specifications bid, as well as timing of payment from Customers, which can be 45 days from receipt of invoice.
- Assumes full responsibility that all vehicles or motorcycles delivered to the Customer are free and clear of all outside liens, encumbrances, security interests apart from the dealer floor plan or other dealer inventory finance security interest.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Section II

Post Award Procedures

2.0 AUTHORITY TO RESOLVE PROTESTED BIDS AND PROPOSED AWARDS

- (a) Right to Protest – Any bidder who is aggrieved in connection with the solicitation for bids or contract award may protest to the VSA Contract Administrator or his or her designee. Protests will be evaluated and resolved under the process set forth below:

(1) Any protest concerning the bid specifications, requirements, and/or terms must be made within seven (7) business days (for the purpose of this section “business day” means a day other than Saturday, Sunday, or a national holiday) prior to the VendorLink system opening for bids. Such protest must be made in writing to the VSA Contract Administrator, or his or her designee, via electronic communication (such as facsimile transmission and/or email) and such protest shall state the particular grounds on which it is based and shall include all pertinent documents and evidence. No protest shall be accepted unless it complies with the requirements of this section. Failure to timely protest bid specifications, requirements, and/or terms is a waiver of the ability to protest the specifications, requirements, and/or terms.

The VSA Contract Administrator will submit the protest to the VPAC for consideration. The VPAC will consider and rule on the protest. The opening of the VendorLink system for bids will not be delayed, absent extraordinary circumstances, due to the protest. The determination of the VPAC is final and binding.

(2) Protests challenging the award of the contract must be made in writing within five (5) business days following the release of the Bid Award Announcement. This award protest will be submitted to the VSA Contract Administrator or his or her designee. All bidders will be notified in writing (which will be transmitted by electronic communication and through the VendorLink website) of any protests following the release of the Bid Award Announcement.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Protests must state the particular grounds on which it is based and shall include all pertinent documents and evidence. No bid protest will be accepted unless it complies with the requirements of this section.

The Bid Award protest will be immediately forwarded, with all supporting documentation, to the VPAC. The decision of the VPAC will be based solely on the written protest and all accompanying documents. The Bid Award execution of the contract will not be delayed by the consideration of the VPAC. The VSA Contract Administrator will ensure the bid award protest was timely made and will present the protest to the VPAC within three (3) business days.

Failure to timely protest the award of the contract constitutes a waiver of the ability to protest the award.

- (b) Once the bid award protest has been resolved by the VPAC, the VPAC shall promptly issue a decision by electronic communication. The decision shall specifically state the reasons for the action taken.
- (c) Additionally, a copy of each decision by the VPAC shall be mailed by certified mail, immediately after a decision is made, to the protestor.

2.1 TERMINATION FOR DEFAULT

If through any cause within the reasonable control of the Contractor, it shall fail to fulfill in a timely manner, or otherwise violate any of the covenants, contracts, or stipulations material to the agreement, the VSA shall thereupon have the right to terminate the contract.

In that event, the Customer shall compensate the Contractor in accordance with the agreement for all services performed and goods provided prior to termination, net of any costs incurred by the Customer as a consequence of the default.

Notwithstanding the above, the Contractor shall not be relieved of liability to the Customer for damages sustained by the Customer by virtue of any breach of the agreement by the Contractor, and the Customer may reasonably withhold payments to the Contractor for the purposes of set off until such time as the exact amount of damages due to the Customer from the contractor is determined.

All re-procurement cost may be charged against the defaulting Contractor and may result in immediate removal from the VMPP.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

2.2 WARRANTY OF AUTHORITY

Each person signing the contract warrants that he or she is duly authorized to do so and to bind the respective party to the contract.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Section III

Post Award Performance

3.0 DISPUTES

In case of any doubt or difference of opinion as to the items to be furnished hereunder, the matter will be referred to the VPAC and its decision shall be final and binding on both parties.

In the event of a conflict between the IFB documents, the order of priority of the bid documents shall be as follows: Any agreement resulting from the award of this IFB (if applicable); then Addenda released for this IFB with the latest Addendum taking precedence; then the IFB; then the Awardee's bid.

3.1 SEVERABILITY

In the event any provision of this contract is held to be unenforceable for any reason, the unenforceability thereof shall not affect the remainder of the contract which shall remain in full force and effect and enforceable in accordance with its terms.

3.2 ASSIGNMENT

The Contractor shall not assign, transfer, convey, sublet, or otherwise dispose of this contract, including any or all of its right, title, or interest therein, or his or its power to execute such contract to any person, company or corporation without prior written consent of the VSA.

3.3 TERMINATION FOR CONVENIENCE OF THE VSA

The VSA, for its convenience, can terminate a contract, in whole or part, without cause by giving written notice to the Contractor of such termination, which shall become effective 90 days following receipt by the Contractor of such notice.

If a contract is cancelled, all documents related in any way to the bid and award will be provided to the VSA. All vehicles, motorcycles and materials shall be dispensed with by agreement between Contractor and Customer.

The Contractor shall not furnish any product after it receives the notice of termination, except as necessary to fulfill the remaining contract requirements, if

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

any. The Contractor shall not be entitled to recover any lost profits that the Contractor expected to earn on the balance of the agreement or cancellation charges.

Any payments to the Contractor shall be only to the total extent of the Customer's liability for goods or services delivered prior to the date of notice to terminate the contract.

3.4 INSURANCE AND INDEMNIFICATION

Contractor shall be fully liable for the actions of its agents, employees, partners, or Subcontractors and shall fully indemnify, defend, and hold harmless the Virginia Sheriffs' Association, the participating agencies, and their officers, agents, and employees from suits, actions, damages, and costs of every name and description, including legal counsels' fees, arising from or relating to personal injury and damage to real or personal tangible property alleged to be caused in whole or in part by bidder, its agents, employees, partners, or Subcontractors; provided, however, that the Contractor shall not indemnify for that portion of any loss or damages proximately caused by the negligent act or omission of the Virginia Sheriffs' Association, and participating agencies.

The Virginia Sheriffs' Association and any participating agencies will give the bidder written notice of any legal action or threatened legal action and the opportunity to take over and settle or defend any such action at the Contractor's sole expense. Contractor shall not be liable for any cost, expense or compromise incurred by the Virginia Sheriffs' Association, or participating agencies in any legal action without Contractor's prior written consent, which shall not be unreasonably withheld.

The Contractor shall be responsible for his or her work and every part thereof, and for all materials, tools, appliances and property of every description, used in connection with this particular project. He or she shall specifically and distinctly assume, and does so assume, all risks of damage or injury to property or persons used or employed on or in connection with the work and of all damage or injury to any person or property wherever located, resulting from any action or operation under the contract or in connection with the work.

The Contractor, at all times during the full duration of work under this contract, including extra work in connection with this project, shall meet the following requirements:

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

- Maintain automobile liability insurance including property damage covering all owned, non-owned, or hired automobiles and equipment used in connection with the work.
- No change or cancellation in insurance shall be made without thirty (30) days advance written notice to the VSA Contract Administrator.
- All insurance policies shall be issued by companies authorized to do business under the laws of the Commonwealth of Virginia and these companies must have a rating of at least a B+: VI or better per Best's Key Rating Guide, latest edition.
- Original signed certificates of insurance, evidencing such coverages and endorsements as required herein shall be filed with and approved by the VSA Contract Administrator before work is started.
- The certificate must state the bid number and title. Upon expiration of the required insurance, the Contractor must submit updated certificates of insurance for as long a period as any work is still in progress.

It is understood and agreed that all policies of insurance provided by the Contractor are considered the primary coverage to any insurance or self-insurance the VSA possesses that may apply to a loss resulting from the work performed in this contract.

All policies issued to cover the insurance requirements herein shall provide full coverage from the first dollar of exposure. No deductibles will be allowed in any policies issued on this contract unless specific safeguards have been established to assure an adequate fund for payment of deductibles by the insured. The adequacy of the fund must be approved by the VSA's Contract Administrator.

The liability insurance coverage shall extend to and include the following contractual indemnity and hold harmless agreement:

"The Contractor hereby agrees to indemnify and hold harmless the VSA, a Virginia non-stock 501(c)(6) corporation, its officers, agents, and employees from all claims for bodily injuries to the public in and up to the amount of \$1,000,000 for per occurrence and for all damages to the property of others in and up to the amount of \$1,000,000 per occurrence in accordance with the insurance requirement set out in the specifications of the IFB. This agreement includes costs of investigation,

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

all expenses of litigation, including reasonable legal counsel fees and the cost of appeals arising out of any such claims or suits because of any and all acts of omission or commission of any by the Contractor, his agents, servants, or employees, or through the mere existence of the project under contract.”

The foregoing indemnity agreement shall apply to any and all claims and suits other than claims and suits arising out of the sole and exclusive negligence of the VSA, its officers, agents, and employees, as determined by a court of competent jurisdiction.

The Contractor will notify his or her insurance agent without delay of the existence of the Hold Harmless Agreement contained within and furnish a copy of the Hold Harmless Agreement to the insurance agent or carrier.

The Contractor will obtain and maintain contractual liability insurance in adequate limits for the sole purpose of protecting the VSA under the Hold Harmless Agreement from any and all claims arising out of this contractual operation.

The Contractor will secure and maintain garage, commercial general liability, and automobile liability policies of Subcontractors. All policies shall be made available to the VSA upon demand. Compliance by the Contractor and all Subcontractors with the foregoing requirements as to carrying of insurance and furnishing copies of the insurance policies shall not relieve the Contractor and all Subcontractors of their liabilities and obligations under any section or provisions of this contract. Contractor shall be as fully responsible to the VSA and the Customer for the acts and omissions of the Subcontractor and of persons employed by them as he is for acts and omissions of persons directly employed by him.

Insurance coverage required in the IFB shall be in force throughout the contract term. Should any Contractor fail to provide acceptable evidence of current insurance within seven days of receipt of written request at any time during the contract term, the VSA shall have the right to consider the contract breached and terminate the contract.

It is understood and agreed that the inclusion of more than one insured under these policies shall not restrict the coverage provided by these policies for an additional insured hereunder with respect to a liability claim or suit by another insured hereunder or an employee of such other insured and that with respect to claims against any insured hereunder, additional insured's hereunder shall be considered members of the public.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

3.5 WARRANTY OF ABILITY TO PERFORM

The Contractor warrants that, to the best of its knowledge, at the time the contract is awarded there is no pending or threatened action, proceeding, or investigation, or any other legal or financial condition, that would in any way prohibit, restrain, or diminish the Contractor's ability to satisfy its contract obligations. The Contractor warrants that neither it nor any affiliate is currently on the State Debarred Vendors list maintained by the Virginia Division of Purchases and Supply, or on any similar list maintained by any other state or the federal government. The Contractor shall immediately notify the VSA and the Customer in writing if its ability to perform is compromised in any manner during the term of the contract.

3.6 NON-CONFORMANCE TO CONTRACT CONDITIONS

Items may be tested for compliance with the specifications. Item(s) delivered that do not conform to the specifications may be rejected and returned at Contractor's expense. Any items not delivered as per the delivery date in the bid and/or purchase order may be purchased on the open market by the Customer. Any increase in cost may be charged against the Contractor.

3.7 OPTION TO RENEW

Any contract may be renewed for an additional two (2) years, on a year-to-year basis, if mutually agreed by both parties. VSA is not required to accept a price adjustment for the upcoming year. Any allowable adjustment in price would be effective for the next contractual period, not for the current period.

Prior to completion of each contract term, the VSA may consider an adjustment to price due to increases or decreases in the Consumer Price Index; but in no event will the prices be increased by a percentage greater than the percentage change reflected in the nationally published Consumer Price Index-Goods and Services (Automobile Category), computed 60 days prior to the anniversary date of the contract.

It is the Contractor's responsibility to request any pricing adjustment under this provision. For any adjustment to commence on the first day of any option period, the Contractor's request for adjustment shall be submitted 60 days prior to expiration of the then current contract term.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

The Contractor adjustment request must clearly substantiate the requested increase. If no adjustment request is received from the Contractor within the 60-day period, the VSA will assume that the contractor has agreed that the optional term may be exercised without pricing adjustment. Any adjustment request received after the commencement of a new option period will not be considered.

The VSA reserves the right to accept the renewal adjustment or to allow the contract to terminate and re-advertise for bids, whichever is in the best interest of the VSA.

3.8 NON-PERFORMANCE

Contractor shall at all times during the contract term remain responsive and responsible to the Customer and the VSA. In determining Contractor's responsibility as a vendor, the VSA Contract Administrator shall consider all information or evidence which is gathered or comes to the attention of the agency which demonstrates the Contractor's capability to fully satisfy the requirements of the solicitation and the contract.

In some instances, Contractors may be required to develop corrective action plans to address contract deficiencies. In situations where there is evidence the Contractor, fleet sales manager or other representative has demonstrated egregious breaches of the contract or trust to either the VSA or the Customer, the contract will be terminated, and the dealer and its representative may be removed from future solicitations. An egregious breach of contract would be defined as one that would materially change the specifications of the contract or prevent the contracted vehicles/motorcycles/equipment from being delivered to the Customer in a timely manner.

Failure to abide by corrective action plans will result in the contract being terminated and the dealer, and dealer's representative being barred from future competitive bid solicitations at the discretion of the VPAC.

Examples of conditions that would justify termination include, but are not limited to:

- failure to perform the responsibilities of the contract
- refusal to accept orders during the contract period while manufacturer orders are still being accepted for current model year and/or the new year if the vehicle or motorcycle is price protected by the factory

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

- charging amounts exceeding MSRP on factory installed items and packages
- requiring the purchase of additional options over and above the base vehicle/motorcycle as a condition of acceptance of order
- providing aftermarket options where factory options are available without the consent of the Customer
- any misrepresentation of optional equipment or service as being “factory” that fails to meet the definition as described in this document
- any other practice deemed to be outside of the intent of the contract

Any Contractor, who is presented with a valid purchase order as a result of a contract award, is required and bound to accept such purchase order and deliver the product; regardless of whether the vehicle/motorcycle is a base model or includes options at a higher cost. The Contractor must deliver this vehicle/motorcycle regardless of profit or loss based on its respective bid. Failure to deliver said vehicles, motorcycles or equipment could result in the Customer and the VSA seeking damages for the difference in cost by ordering the product from another Contractor, plus any legal fees and damages that may be incurred in the process to facilitate a completed order.

All terms and conditions are applicable throughout the term of the contract and not any given “year, make or model” period.

Each report of a lost purchase order will be handled on a case-by-case basis.

3.9 FACTORY INSTALLED

Aftermarket parts, modifications and factory produced parts and components ordered as parts and installed by the Contractor, do not meet the requirements of “Factory Installed” components, and will be rejected for noncompliance with the requirements of the specification.

In the event a component (s) that does not meet the specifications is found to be installed on a vehicle/motorcycle before or after the vehicle/motorcycle has been accepted by the Customer, the Contractor shall be required to replace the vehicle/motorcycle with a vehicle/motorcycle that meets the required specifications, including all factory installed components. In the alternative, the Customer shall decide whether they will accept dealer installed components.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

3.10 EQUITABLE ADJUSTMENT

The VSA may make an equitable adjustment in the contract terms or pricing at its discretion. Adjustments to pricing may occur for various reasons, such as availability of supply (i.e. material surcharge) and extreme and unforeseen volatility in the marketplace. Adjustments may be considered if all the following criteria exist:

1. The volatility is due to causes wholly beyond the Contractor's control
2. The volatility affects the marketplace or industry, not just the particular contract source of supply
3. The effect on pricing or availability of supply is substantial per VSA's discretion.
4. The volatility so affects the Contractor that continued performance of the contract would result in a substantial loss for the Contractor

When a Contractor requests an adjustment, including but not limited to price increases, the following items must be submitted to the VSA Contract Administrator:

1. A letter of request for an adjustment from the Contractor, including the specification number and model listed in the contract, along with the requested changes
2. When requested adjustment is based on production cutoff of a currently listed model, a letter of affirmation from the manufacturer
3. When a requested adjustment includes model changes, manufacturer's documentation of items included in the proposed model must be submitted in order to evaluate if the proposed model meets the base specification
4. Currently published MSRP listing

A contract shall not be amended, modified, or otherwise changed except by the written consent of the Contractor and the customer given in the same manner and form as the original signing of the contract.

The Customer will be notified by the Contract Administrator of any price adjustment through electronic communication within one (1) business day. The Customer will have the option to continue with or cancel the purchase order based on the price adjustments.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

3.11 PRE-DELIVERY SERVICES

To assure proper pre-delivery service, the Contractor shall provide, at time of delivery, a completed copy of the manufacturer's standard retail sale pre-delivery inspection form (examples are listed below)

- Chrysler New Preparation, Inspection and Road Test
- Ford Pre-Delivery Service Record
- GM New Vehicle Inspection Procedure
(or manufacturer's latest pre-delivery form)

3.12 ORDER, DELIVERY, AND LIQUIDATED DAMAGES

A) Order

- 1) Eligible Customers shall issue a purchase order (PO) to the Contractor, and such purchase order shall bear the contract or bid number, specification number, Customer's federal identification number and contact information (phone number and email address). The purchase order shall be placed by the Customer directly with the Contractor and shall incorporate by reference the Invitation for Bids. Required delivery or due dates should be discussed between the Customer and the Contractor at the time of the PO. It is important to note that dealers do not have ANY control over production delays in schedules from the manufacturer.
- 2) The Customer is required to forward an executed copy of the purchase order to the Virginia Sheriffs' Association Cooperative Bid Coordinator (by email, fax, or hard copy) at the time the purchase order is released to the Contractor.
- 3) If a Contractor receives a purchase order for a specification for which they were not awarded, the Contractor must notify the Customer and the Contract Administrator and return the purchase order to the Customer within three (3) business days.
- 4) All vehicles/motorcycles ordered prior to the manufacturer's close of production shall be supplied in the manufacturer's next model run of that class vehicle/motorcycle even it is requires supplying a later model at the original bid prices.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

- 5) The Contractor shall place a purchase order with its manufacturer within ten (10) business days after receipt of purchase order from the Customer. The Contractor shall assure that all orders are placed in full compliance with the specifications and purchase order.
- 6) It is the Contractor's responsibility to ensure that the vehicle/motorcycle ordered by the Customer is fully compatible with all ordered options and that the vehicle/motorcycle complies with all applicable manufacturer and industry standards. The Contractor's acceptance of a Customer's purchase order will indicate that the Contractor agrees to deliver a vehicle/motorcycle that will be fully compatible with all of its options.
- 7) Any changes that are required to bring a vehicle/motorcycle into compliance with its various options due to an incorrect order placed by the Contractor will be accomplished at the Contractor's expense.
- 8) A Confirmation of Order Form shall be completed by the Contractor and returned to the Customer placing the purchase order(s) within fourteen (14) calendar days after receipt of the Customer's purchase order.

Unless the actual date of delivery is specified (or the specified delivery date cannot be met), the number of days (in calendar days) required to make delivery after receipt of the Customer's purchase order must be indicated on this form.

Any additional information needed to complete this form should be obtained by contacting the Customer. The form may be modified to accommodate each Customer individually as necessary.

B. Delivery

- 1) Receipt of a vehicle/motorcycle by the Contractor is defined as acceptance of the vehicle/motorcycle(s) from a common carrier at the Contractor's place of business or any third party's place of business agreed upon by the Contractor and the manufacturer.
- 2) The Contractor shall complete delivery of the vehicle/motorcycle to the Customer as soon as practical after receipt of the

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

vehicle/motorcycle(s) from the manufacturer. Vehicles/motorcycles originating as an incomplete vehicle/motorcycles would be exempt.

- 3) Deliveries of less than 750 miles may be accomplished by driving the vehicle. When the delivery is accomplished by driving the vehicle, the driver must comply with the manufacturer's break-in requirements and all applicable traffic laws and ordinances. Any delivery of a police-rated vehicle must use an "Out of Service" cover on light bars. All deliveries in excess of 750 miles shall be made by transport, or otherwise approved by the purchasing agency. Incomplete vehicles would be exempt from the rules set forth in this paragraph.
- 4) At the Customer's option, a vehicle/motorcycle with more than 750 odometer miles may be rejected, or \$0.51 cents per mile in excess of 750 miles may be deducted from the invoice. This requirement also applies to the redelivery of vehicles/motorcycles which were rejected upon delivery.
- 5) All fees must be included in the base price and prices shall be firm. Delivery is F.O.B. Destination, delivered to the Customer. In the event of a discrepancy between a unit bid price and an extension, the unit bid price will govern. All items delivered or installed at any location of the participating agencies must include all manufacturer's standard equipment and warranties.
- 6) Warranty Start Date – All warranties shall begin at the time of delivery and final acceptance by the Customer. If the Customer needs to reset the warranty start date because of an extended delivery date, the request to reset the warranty must be made in writing to the Contractor. Incomplete vehicles/motorcycles or vehicles/motorcycles delivered to an Upfitter would not qualify for a revised start date unless the vehicle/motorcycle is in the control of the dealer during the upfit.
- 7) The Contractor shall notify a Customer's designated representative, as listed on the purchase order, no less than 24 hours prior to delivery. Deliveries will be accepted only between 8:30am – 3:30pm on Customer's normal workdays. Transport deliveries must be unloaded and ready for inspection prior to 3:00pm. Deliveries not

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

complying with these requirements may be rejected and will have to be redelivered at Contractor's expense.

- 8) All vehicles/motorcycles must contain no less than $\frac{1}{4}$ tank of fuel as indicated by the fuel gauge at time of delivery, except for vehicles and equipment with tanks over thirty-five (35) gallons in capacity, in which case the vehicle must contain a minimum of ten (10) gallons of fuel.
- 9) The Contractor shall be responsible for delivering vehicles/motorcycles that are properly serviced, clean, and in perfect operating condition. Pre-delivery service, at a minimum, shall include the following:
 - Standard dealer and manufacturer protocol for new vehicle/motorcycle delivery;
 - Cleaning of vehicle/motorcycle, if necessary, and removal of all unnecessary tags, stickers, papers, etc. Do not remove window price sticker or supplied line sheet;
 - Speedometer must be correct regardless of the tires provided by the vehicle/motorcycle manufacturer or axle ratio furnished;
 - Owner's manual and warranty manual must accompany each vehicle/motorcycle;
 - All specified options that are "factory installed" are to be installed on the vehicle/motorcycle at the primary site of assembly and are to be the manufacturer's standard assembly-line product. No aftermarket and no dealer installed equipment will be accepted as "factory installed." Vendors found supplying aftermarket or dealer installed equipment where "factory installed" are specified may be required to retrieve all vehicles/motorcycles delivered and reorder new vehicles/motorcycles meeting the specifications.
 - Manufacturer's suggested retail price list sheet (window sticker) form MUST be in the vehicle/motorcycle when it is delivered to the purchasing agency. Vehicles/motorcycle that are missing this form, or have forms that have been altered, will not be accepted.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

C. Liquidated Damages

- 1) Force Majeure – Liquidated damages shall not be assessed for a delay resulting from the Contractor's failure to comply with delivery requirements if neither the fault nor the negligence of the Contractor or its employees contributed to the delay and the delay is due directly to acts of God, wars, acts of public enemies, strikes, fires, floods, or other similar cause wholly beyond the Contractor's control, or for any of the foregoing that affects Subcontractors or suppliers if no alternate source of supply is available to the Contractor. In case of any delay the Contractor believes is excusable, they shall notify the Customer in writing of the delay or potential delay and describe the cause of the delay either 1) within ten (10) days after the cause that creates or will create the delay first arose, if the vendor could reasonably foresee that a delay could occur as a result, or 2) if delay is not reasonably foreseeable, within five (5) days after the date the vendor first had reason to believe that a delay could result. The foregoing shall constitute the Contractor's sole remedy or excuse with respect to delay.

3.13 VEHICLE/MOTORCYCLE INSPECTION, ACCEPTANCE, AND TITLE

Inspection and acceptance of all vehicles/motorcycles will be at the Customer's place of business unless otherwise provided. Title to and risk of loss or damage to all items shall be the responsibility of the Contractor until acceptance by the Customer unless loss or damage results from negligence by the Customer.

If the materials or services supplied to the Customer are found to be defective or do not conform to specifications, the Customer reserves the right to cancel the order upon written notice to the Contractor. The Customer may return the product to the Contractor at the Contractor's expense.

3.14 ACCEPTANCE

It is the Customer's responsibility to thoroughly inspect each vehicle/motorcycle prior to acceptance. Copies of the contract specifications and purchase order for the vehicle/motorcycle will be delivered with the vehicle/motorcycle. Customers are to inspect the vehicle/motorcycle and compare contract specifications, purchase order and manufacturer's window sticker or manufacturer's invoice to ensure the vehicle/motorcycle meets or exceeds the requirements of the technical

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

contract specifications and purchase order. Purchasers are to inspect the vehicle/motorcycle for physical damage upon delivery.

Delivery of a vehicle/motorcycle to a Customer does not constitute acceptance for the purpose of payment. Final acceptance and authorization of payment shall be given only after a thorough inspection indicates that the vehicle/motorcycle meets contract specifications and the requirements listed below.

Should the delivered vehicle/motorcycle differ in any respect from the specifications, payment may be withheld by the Customer until such time as the Contractor completes the necessary corrective action. Vehicles, motorcycles and equipment shall be delivered with each of the following documents completed/included:

- a. copy of "Customer's purchase order"
- b. copy of the applicable "vehicle/motorcycle specification"
- c. copy of "manufacturer's invoice" or "window sticker." Copy of manufacturer's invoice if vehicle/motorcycle model is not delivered with a window sticker. Prices may be deleted from manufacturer's invoice.
- d. copy of "pre-delivery service report"
- e. "warranty certification"
- f. owner's manual
- g. Virginia Department of Motor Vehicles – "Application For Certificate of Title and Registration" (for signature of authorized representative).
- h. Virginia State Inspection

Deliveries that do not include the above forms and publications will be considered as incomplete and will be refused.

3.15 INVOICING AND PAYMENTS

Invoicing and payments shall be the responsibility of the Contractor and the Customer placing orders under this VMPP. Contractors must invoice each Customer independently from the Virginia Sheriffs' Association for vehicle/motorcycle(s) purchased from this VMPP.

The Contractor shall be paid upon submission of properly certified invoices to the Customer at the prices stipulated in the VMPP at the time of the acceptance of the

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

goods by the Customer. Upon receipt of the goods, a Customer has three (3) working days to inspect and approve the goods and services.

The invoice(s) shall, at a minimum, indicate the following:

Shipping location, purchase order number, contract number, quantity shipped, price, date, make, model, and serial number of vehicle/motorcycle(s)

If the Contractor performs all of the obligations of the contract to the satisfaction of the customer, the customer shall pay the Contractor for the performance of the work in the manner and within the time specified in the contract documents, which shall be consistent with the provisions of Code of Virginia Sections 2.2-4352 and 2.2-4354, as amended. Furthermore, the Contractor shall, within seven days after receipt of payment by the customer, take the following actions:

- 1) Pay the Subcontractor for the proportionate share of the total payment received from the customer attributable to the work performed by the Subcontractor under that contract; or
- 2) Notify the customer and Subcontractor, in writing, of his intention to withhold all or a part of the Subcontractor's payment with the reason for nonpayment.

Copies of invoices shall be submitted to the Virginia Sheriffs' Association, 901 East Byrd Street, Suite 1301, Richmond, Virginia 23219.

3.16 INADEQUATE SERVICE

When equipment requires service or adjustments upon delivery, the Contractor shall either remedy the defect, or be responsible for reimbursing the manufacturer's local authorized dealer, or others, to remedy the defect. Such service or adjustments shall be initiated by the Contractor within forty-eight (48) hours (not including weekend and holidays) after notification by a Customer. Delivery will not be considered complete until all service and/or adjustments are satisfactory, and the equipment redelivered and accepted by the Customer.

The provisions of the delivery paragraph (Section 3.12B) shall remain in effect until the redelivery is accomplished and the equipment is accepted by the Customer. The cost of any transportation required shall be the responsibility of the Contractor.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

3.17 CONTRACTORS' ACTIVITY REPORTS AND SCHEDULE AND FEE DEPOSIT REQUIREMENTS

Copies of purchase orders from Customers that are to be sent to the VSA:

- Are due upon receipt by the dealer. They are considered late after 10 (ten) business days.
- The VSA holds the right to implement an administrative late fee in the amount of \$50.00 per occurrence on the late issuance of purchase orders. An administrative late fee will be imposed for contractors who have 3 consecutive occurrences of failing to submit a copy of the purchase order to the VSA, once it has been submitted by the purchasing agency. Administrative late fees will be included on the quarterly report invoice.
- Scan a complete copy of the PO and forward by email to kmitman@virginiasheriffs.org.
- Place the following in the subject line – PO (dealer's name)

Commission Fees to VSA:

- Reports setting out vehicle/motorcycle and equipment transactions and corresponding commission fees are due quarterly no later than the 10th of each month (following the end of the quarter) and should be sent by email to kmitman@virginiasheriffs.org.
- All awarded Contractors MUST file a signed and dated quarterly report with their commission fees. Should there be no activity during a given quarter, the Contractor is required to submit a report, and must indicate “no sales this quarter” on the report.
- No copies of purchase orders are required to be filed with the quarterly report. They should already be on file.
- The report must be complete with the name of the dealer and the date. It is not necessary to indicate the quarter on the top of the report.
- All checks or EFTs for the commission fee must be received by the VSA no later than the 15th of each month following the closing of the quarter.
- Reports which do not adhere to the required format and/or not supported by complete, legible copies of all purchase orders in their entirety will be returned to the reporting dealership for correction of cited deficiencies.

By submission of these Quarterly Activity Reports and corresponding fee deposits, the Contractor is certifying the accuracy of such reports and deposits. All reports and fee deposits shall be subject to audit by the VSA or its designee. Copies of

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

Customer's original purchase orders will be used by the VSA as a check and balance measure.

Contractors that fail to submit fees and Quarterly Activity Reports will incur a \$25 per day late fee for every day that fees and reports are past due, beginning on the sixteenth (16th) day of the month following the end of the quarter. An administrative late fee will be imposed for contractors who must be reminded more than 2 times to submit the Quarterly Activity Report. All administrative late fees will be included on the invoice provided by the VSA during the Quarterly Report review period.

Such late fees are to be included in Contractor's fee submission. Late fees which are outstanding more than 45 days can result in a bidder's disqualification in future year's solicitations.

All notices for quarterly reports will be sent by the VSA via email ten (10) business days prior to their due date – there will be no additional faxed or email reminders for Contractors to submit quarterly reports. All participating Contractors will be responsible for making sure that the Contract Administrator has the correct email address for the person responsible for all quarterly reports. This information must be submitted to Kaylyn Mitman at kmitman@viriniasheriffs.org.

Failure to submit fees with accompanying quarterly reports to the VSA within 30 calendar days following the end of each quarter will result in the Contractor being found in default if in the best interest of the VMPP. A Contractor can be found in default if the Contractor fails to submit its sales summary reports even when there are no reported sales.

3.18 DEALER/CONTRACTOR INSTALLED EQUIPMENT

All Contractors' installed accessories (roll bar, trailer hitch, etc.) shall be installed according to the manufacturer's specifications.

All Contractor installed accessories must be manufactured by a manufacturer recognized by the industry of the accessory provided unless the accessory is not available from a recognized manufacturer. The dealer is required to disclose the "make/model" of the product being offered and the location, design, and model must be approved by the Customer prior to installation. The dealer must also disclose the warranty of any item that is less than or exceeds vehicle/motorcycle factory warranty coverage.

Virginia Sheriffs' Association Vehicle and Motorcycle Procurement Program – Invitation for Bids

A Contractor that employs or subcontracts technicians to install emergency equipment on vehicles/motorcycles purchased on this contract are required to utilize technicians that are certified in Law Enforcement Vehicle Installation through the Engineering Validation Test Certification Commission, Inc. or an approved equivalent.

The VSA Contract Administrator may at any time during the contract period request proof of the required certification.

Any Contractor that violates this provision will be considered in default of the contract. The contract may then be terminated upon a ten-day written notice of said violation.

3.19 PRODUCTION CUTOFF

A Contractor shall notify the VSA Contract Administrator of production cutoff dates, in writing, no less than sixty (60) days prior to the close of "Fleet Final Order Date." Purchase Orders received by the Contractor ten (10) business days prior to the final order date must be accepted and entered into the order system with the manufacturer. Purchase Orders issued and received after the cutoff date will be subject to availability. For purposes of this section, Purchase Orders shall be deemed received by the Contractor upon delivery. Delivery can be accomplished by: A) in person delivery, B) certified mail, postage prepaid, return receipt requested, C) facsimile, evidenced by a confirmation print out, or D) a commercial overnight courier that guarantees next day delivery and provides a receipt.

If a Purchase Order has been timely received by the Contractor and the manufacturer fails to produce/deliver the production year vehicle/motorcycle, the Contractor must provide the next year's equivalent model at previous year's contract prices.

If Purchase Orders are received by the Contractor after the cutoff date, the Contractor and manufacturer at their sole discretion may choose to provide next year's model at current year's prices until the end of the contract term.

Bid Award**Contract:** 22-05-0917R, Vehicle and Motorcycle Procurement**Group:** Trucks**Item:** 235, General Motors, Chevrolet Silverado 2500HD Crew Cab 2WD (Standard Bed 158.9" WB), CC20743**Description:** Manufacturer`s standard base model specifications and current model year for model/model number listed.

Model Upgrade/Downgrade: The mandatory minimum 6% discount only applies to factory options, not the model upgrades/downgrades. The following models are a model upgrade/downgrade to the base model for this line item. Please refer to the option sheet for pricing: Model CK20743: Silverado 2500HD Crew Cab 4WD Standard Box; Model CC20943: Silverado 2500HD Crew Cab 2WD Long Box; Model CK20943: Silverado 2500HD Crew Cab 4WD Long Box

Zone	Rank	Vendor	Price	Percent (Taken off MSRP for options)	Build File	Options File
Dogwood	Primary	RK Chevrolet Inc.	\$35,658.10	6.00%	Build	Options
	Alternate	Hall Automotive, LLC	\$50,173.05	6.00%	Build	Options
Colonial	Primary	RK Chevrolet Inc.	\$35,540.90	6.00%	Build	Options
	Alternate	Hall Automotive, LLC	\$50,092.05	6.00%	Build	Options
Heritage	Primary	RK Chevrolet Inc.	\$35,482.30	6.00%	Build	Options
	Alternate	Hall Automotive, LLC	\$50,011.05	6.00%	Build	Options
Chesapeake	Primary	RK Chevrolet Inc.	\$35,423.70	6.00%	Build	Options
	Alternate	Hall Automotive, LLC	\$49,849.05	6.00%	Build	Options
No Delivery	Primary	RK Chevrolet Inc.	\$35,365.10	6.00%	Build	Options
	Alternate	Hall Automotive, LLC	\$49,687.05	6.00%	Build	Options

RK CHEVROLET, INC

QUOTE

5/17/2023

2661 Virginia Beach Boulevard
 Virginia Beach, VA 23452
 Phone 757-486-2222
kstolle@rkautogroup.net

Bill To:

Ship To:

SALESPERSON	P.O. NUMBER	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Stolle					

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
2023 Chevrolet Silverado 2500 Crew Cab 4x4	1	\$35,482.30	35,482.30
VIN: 2GC4YME74P1730130			-
Upgrade to 4x4	1	\$ 1,964.00	\$ 1,964.00
Upgrade to Custom Trim	1	\$ 1,800.00	\$ 1,800.00
Power Driver Seat	1	\$ 272.60	\$ 272.60
120V outlet cab and bed	1	\$ 211.50	\$ 211.50
Custom Value Package	1	\$ 1,833.00	\$ 1,833.00
Convenience Fee under Sec 3-10 for retail model	1	\$ 8,146.60	\$ 8,146.60
			-
			-
			-
			-
			-
			-
Received in good order by: (sign)		Tax	\$ -
Printed Name:		TOTAL	\$49,710.00
Date Received:			

Make all checks to RK CHEVROLET, INC

If you have any questions contact Ken Stolle at 757-431-6584 or kstolle@rkautogroup.net

THANK YOU FOR YOUR BUSINESS!

RK CHEVROLET, INC

QUOTE

5/17/2023

2661 Virginia Beach Boulevard
 Virginia Beach, VA 23452
 Phone 757-486-2222
kstolle@rkautogroup.net

Bill To:

Ship To:

SALESPERSON	P.O. NUMBER	DATE SHIPPED	SHIPPED VIA	F.O.B. POINT	TERMS
Stolle					

DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
2023 Chevrolet Silverado 2500 Crew Cab 4x4	1	\$35,482.30	35,482.30
VIN: 2GC4YNE77P1731875			-
Upgrade to 4x4	1	\$ 1,964.00	1,964.00
Upgrade to LT Trim	1	\$ 3,800.00	3,800.00
Power heated mirrors	1	\$ 206.80	206.80
2-speed transfer case	1	\$ 188.00	188.00
All Star Edition	1	\$ 2,975.10	2,975.10
20" Machined Aluminum Wheels	1	\$ 1,034.00	1,034.00
Trailer Wiring provision	1	\$ 32.90	\$ 32.90
Z71 Off road package	1	\$ 493.50	\$ 493.50
Convenience Fee under Sec 3-10 for retail model	1	\$ 8,063.40	8,063.40
			-
			-
Received in good order by: (sign)		Tax	\$ -
Printed Name:		TOTAL	\$54,240.00
Date Received:			

Make all checks to RK CHEVROLET, INC

If you have any questions contact Ken Stolle at 757-431-6584 or kstolle@rkautogroup.net

THANK YOU FOR YOUR BUSINESS!

Exhibit 3 - Appendix I

COUNTY OF FLUVANNA

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

These General Terms, Conditions and Instructions to Bidders and Contractor (hereinafter referred to as the “General Conditions”) shall apply to all purchases and be incorporated into and be a part of each Solicitation (as defined below) and every Contract (as defined below) awarded by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “County”) unless otherwise specified by the County in writing. Bidders, Offerors and Contractors or their authorized representatives are expected to inform themselves fully as to these General Conditions before submitting Bids or Proposals to and/or entering into any Contract with the County: failure to do so will be at the Bidder’s/Contractor’s own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, including the County’s Procurement Policies and Procedures, Bids or Proposals on all Solicitations issued by County will bind Bidders or Offerors, as applicable, and Contracts will bind Contractors, to all applicable terms, conditions, instructions, rules and requirements herein set forth unless otherwise SPECIFICALLY set forth by the County in writing in the Solicitation or Contract. All provisions of these General Conditions are material to any contract between the County and a Contractor.

INTRODUCTION

1. **VIRGINIA PUBLIC PROCUREMENT ACT AND ETHICS IN PUBLIC CONTRACTING:** The Virginia Public Procurement Act of Virginia Code §§ 2.2-4300 *et seq.* (hereinafter the “VPPA”) is incorporated herein by reference. Nothing in these General Conditions is intended to conflict with the VPPA and in case of any conflict, the VPPA controls. Specifically, the provisions of Article 6 of the VPPA (Virginia Code §§ 2.2-4367 through 2.2-4377) relating to ethics in contracting, shall be applicable to all Solicitations and Contracts solicited or entered into by the County. By submitting their Bids or signing any Contract, all Bidders and Contractors certify that they have not violated any of the provisions of Article 6 of the VPPA, including, but not limited to, that their Bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements.
2. **DEFINITIONS:** The definitions of Virginia Code §§ 2.2-4301, 2.2-4302.1 and 2.2-4302.2 are specifically incorporated herein by reference and as used in these General Conditions, whether capitalized or not, any of such defined terms have the same meaning as such terms have under the VPPA: such defined terms include: “Affiliate”, “Best Value”, “Business”, “Competitive Negotiation”, “Competitive Sealed Bidding”, “Construction”, “Construction Management Contract”, “Design-Build Contract”, “Employment Services Organization”, “Goods”, “Informality”, “Job Order Contracting”, “Multiphase Professional Services Contract”, “Nonprofessional Services”, “Potential Bidder or Offeror”, “Professional Services”, “Public Body”, “Public Contract”, “Responsible Bidder or Offeror”, “Responsive Bidder”, “Reverse Auctioning” and

“Services”. Additionally, as used in these General Conditions, the following terms, whether capitalized or not, have the following meanings:

- a. Bid/Proposal: The offer of a Bidder or Offeror to provide specific Goods or Services at specified prices and/or other conditions specified in the Solicitation. The term “Bid” is used throughout these General Conditions and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.
- b. Bidder/Offeror/Vendor: Any individual(s), company, firm, corporation, partnership or other organization bidding or offering on any Solicitation issued by the County and/or offering to enter into Contracts with the County. The term “Bidder” is used throughout these General Conditions and where appropriate includes the term “Offeror” and/or “Vendor”.
- c. Contract: Any contract to which the County will be a party.
- d. Contractor: Any individual(s), company, firm, corporation, partnership, or other organization to whom an award is made by the County or whom enters into any contract to which the County is a party.
- e. County: The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
- f. County Administrator: The Fluvanna County Administrator.
- g. County Attorney: The Fluvanna County Attorney.
- h. Purchasing Agent: The County Administrator is the County’s Purchasing Agent and is responsible for the purchasing activity of Fluvanna County; and has signatory authority to bind the County to all contracts and purchases made lawfully under the Fluvanna County Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all other contracts and purchases only after the contracts or purchases have been approved by a vote of the Fluvanna County Board of Supervisors.
- i. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the “General Conditions”): These General Terms, Conditions and Instructions to Bidders and Contractors shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is party.
- j. His: Any references to “his” shall include his, her, their, or its as appropriate.
- k. Invitation to Bid (also referred to herein as an “IFB”): A request which is made to prospective Bidders for their quotation on Goods or Services desired by the County. The issuance of an IFB will contain or incorporate by reference the General Conditions and the other specifications and contractual terms and

conditions applicable to the procurement.

- l. Purchasing Officer: The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
 - m. Request for Proposal (also referred to herein as a “RFP”): A request for an offer from prospective Offerors which shall indicate the general terms which are sought to be procured from Offerors. The RFP will specify the evaluation factors to be used and will contain or incorporate by reference the General Conditions and other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the Contractor.
 - n. Small Purchasing Procedures: The County’s Small Purchasing Procedures, being Chapter 4 of the County’s Procurement Policies and Procedures, a method of purchasing not requiring competitive sealed bids or competitive negotiation for single or term contracts for goods and services other than professional services if the aggregate or the sum of all phases is not expected to exceed \$50,000; and also allowing for single or term contracts for professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed \$50,000.
 - o. Solicitation: The process of notifying prospective Bidders or Offerors that the County wishes to receive Bids or Proposals on a set of requirements to provide Goods or Services. “Solicitation” includes any notification of the County requirements may consist of public advertising (newspaper, County’s website, or other electronic notification), the mailing of notices of Solicitation, any Invitation for Quotes (“IFQ”), Initiations to Bid (“IFB”), or Requests for Proposal (“RFP”), the public posting of notices, issuance of an Open Market Procurement (“OMP”), or telephone calls to prospective Bidders or Offerors.
 - p. State: The Commonwealth of Virginia.
3. **AUTHORITY**: The Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of goods, services, insurance and construction in accordance with the County’s Procurement Policies and Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County’s Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County’s Small Purchasing Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every other Solicitation, Contract and purchase order issued by the County except that the Purchasing Agent has signatory authority to bind the County to all other contracts and purchases ONLY after the contracts or purchases have been adopted and approved by a vote of the Fluvanna County Board of Supervisors (the “Board”).

Unless specifically delegated by the Board or the Purchasing Agent, and consistent with the limited authority granted thereto, no other County officer or employee is authorized to order supplies or Services, enter into purchase negotiations or Contracts, or in any way obligate the County for any indebtedness. Any purchase or contract made which is contrary to such authority shall be of no effect and void and the County shall not be bound thereby.

For convenience, the County's Purchasing Officer shall serve as an intermediary between the Purchasing Agent and the Bidder or Contractor and any Bidder or Contractor may direct communications regarding any purchase, Solicitation or Contract to the Purchasing Officer; however as stated *supra* only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

CONDITIONS OF BIDDING

4. **COMPETITION INTENDED:** It is the County's intent to encourage and permit open and competitive bidding in all Solicitations. It shall be the Bidder's responsibility to advise the County in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in a Solicitation to a single source. The County must receive such notification not later than seven (7) business days prior to the deadline set for acceptance of the Bids. In submitting a Bid, the Bidder guarantees that he or she has not been a party with other Bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render the Bid of any Bidder involved void.
5. **DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against Bidders, Offerors or Contractors because of race, religion, color, sex, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Small Business and Supplier Diversity. Pursuant to Virginia Code § 2.2-4343.1, the County does not discriminate against "faith-based organizations", being a religious organization that is or applies to be a contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193.
6. **CLARIFICATION OF TERMS:** Pursuant to Virginia Code § 2.2-4316, if any Bidder has questions or comments about the specifications or other Solicitation documents, the prospective Bidder should contact the County no later than seven (7) business days prior to the date set for the opening of Bids or receipt of Proposals. Any revisions to the Solicitation will be made only by written addendum issued by the County. Notifications regarding specifications may not be considered if received in less than seven (7) business days of the date set for opening of Bids/receipt of Proposals.
7. **MANDATORY USE OF COUNTY FORM AND TERMS AND CONDITIONS:** Unless otherwise specified in the Solicitation, all Bids must be submitted on the forms

provided by the County, including but not limited to, a Cover Sheet or Pricing Schedule, if applicable, properly signed in ink in the proper spaces and submitted in a sealed envelope or package. Unauthorized modification of or additions to any portion of the Solicitation may be cause for rejection of the Bid. However, the County reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any Bid or Proposal which has been modified. These General Conditions are mandatory provisions of all Solicitations and all Contracts of the County.

8. LATE BIDS & MODIFICATION OF BIDS: Any Bid or modification thereto received at the office designated in the Solicitation after the exact time specified for receipt of the Bid is considered a late Bid or modification thereof. The County is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder to ensure their Bid reaches County by the designated date and hour. The following rules apply to all Bids submitted to the County:

- a. The official time used in the receipt of Bids/Proposals is that time on the automatic time stamp machine in the Finance Department;
- b. Late Bids or modifications thereof will be returned to the Bidder UNOPENED, if Solicitation number, due date and Bidder's return address is shown on the container;
- c. If a Bid is submitted on time, however a modification thereto is submitted after the due date and time, then the County in its sole discretion may choose to consider the original Bid except that the County may not consider such original Bid if the Bid is withdrawn by the Bidder pursuant to Section 9 below; and
- d. If an emergency or unanticipated event or closing interrupts or suspends the County's normal business operations so that Bids cannot be received by the exact time specified in the Solicitation, then the due date/time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the Solicitation on the first work day on which normal County business operations resume.

9. WITHDRAWAL OF BIDS:

- a. Pursuant to Virginia Code § 2.2-4330, a Bidder for a public construction contract, other than a contract for construction or maintenance of public highways, may withdraw his Bid from consideration if the price bid was substantially lower than the other Bids due solely to a mistake in the Bid, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn.

If a Bid contains both clerical and judgment mistakes, a Bidder may withdraw his Bid from consideration if the price bid would have been substantially lower than the other Bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn. The Bidder shall give notice in writing to the County of his or her claim of right to withdraw his or her Bid within two (2) business days after the conclusion of the Bid opening procedure and shall submit original work papers with such notice.

- b. A Bidder for a Contract other than for public construction may request withdrawal of his or her Bid under the following circumstances:
 - i. Bids may be withdrawn on written request from the Bidder received at the address shown in the Solicitation prior to the time of opening.
 - ii. Requests for withdrawal of Bids after opening of such Bids but prior to award shall be transmitted to the County, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, Bidder work sheets, etc. If Bid bonds were tendered with the Bid, the County may exercise its right of collection.
- c. No Bid may be withdrawn under this Section 9 when the result would be the awarding of the Contract on another Bid of the same Bidder or of another Bidder in which the ownership of the withdrawing Bidder is more than five percent (5%).
- d. If a Bid is withdrawn under the authority of this Section 9 the lowest remaining Bid shall be deemed to be the low Bid.
- e. No Bidder who, is permitted to withdraw a Bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the Contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn Bid was submitted.
- f. The County shall notify the Bidder in writing within five (5) business days of its decision regarding the Bidder's request to withdraw its Bid. If the County denies the withdrawal of a Bid under the provisions of this Section 9, it shall State in such notice the reasons for its decision and award the Contract to such Bidder at the Bid price, provided such Bidder is a responsible and responsive Bidder. At the same time that the notice is provided, the County shall return all work papers and copies thereof that have been submitted by the Bidder.

- g. Under these procedures, a mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be considered trade secrets or proprietary information subject to the conditions of subsection F of Virginia Code § 2.2-4342.

10. ERRORS IN BIDS: When an error is made in extending total prices, the unit Bid price will govern. Erasures in Bids must be initialed by the Bidder. Carelessness in quoting prices, or otherwise in preparation of the Bid, will not relieve the Bidder. Bidders/Offerors are cautioned to recheck their Bids for possible error. Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if his or her Bid is accepted.

11. IDENTIFICATION ON BID ENVELOPE: All Bids, Proposals and requested copies thereof submitted to the County shall be in a separate envelope or package, sealed and identified with the following information clearly marked on the outside of the envelope or package:

- a. Addressed as indicated on page 1 of the solicitation;
- b. Solicitation number;
- c. Title;
- d. Bid due date and time;
- e. Bidder's name and complete mailing address (return address); and
- f. Pursuant to Virginia Code § 2.2-4311.2, the Bidder's identification number issued by the State Corporation Commission, or if the bidder is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bids or proposal a statement describing why the bidder or offeror is not required to be so authorized.

If a Bid is not addressed with the information as shown above, the Bidder takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the Bid to be disqualified. Bids may be hand delivered to the designated location in the County's offices. No other correspondence or other Proposals/Bids should be placed in the envelope. Any Bidder or Offeror that fails to provide the information required in (f) above shall not receive an award unless a waiver is specifically granted by the County Administrator.

12. ACCEPTANCE OF BIDS: Unless otherwise specified, all formal Bids or Proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for opening or receipt, respectively, unless extend by mutual agreement of the parties. At the end of the one hundred twenty (120) calendar days the Bid/Proposal may be withdrawn at the written request of the Bidder. Thereafter, unless and until the Proposal is withdrawn, it remains in effect until an award is made or the Solicitation is canceled by the County. The County may cancel any Solicitation at any time by notice of such cancelation to the Bidders.

- 13. COMPLETENESS:** To be responsive, a Bid must include all information required by the Solicitation.
- 14. CONDITIONAL BIDS:** Conditional Bids are subject to rejection in whole or in part.
- 15. RESPONSE TO SOLICITATIONS:** In the event a Bidder cannot submit a Bid on a Solicitation, the Bidder is requested to return the Solicitation cover sheet with an explanation as to why the Bidder is unable to Bid on these requirements, or if there be no cover sheet for the Solicitation a letter to the County explaining the same.
- 16. BIDDER INTERESTED IN MORE THAN ONE BID AND COLLUSION:** More than one bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a bidder is interested in more than one bid for the work contemplated will cause rejection of all bids in which the bidder is interested. Any or all bids may be rejected if there is any reason for believing that collusion exists among the bidders. Participants in such collusion may not be considered in future bids for the same work. Each bidder, as a condition of submitting a bid, shall certify that he is not a party to any collusive action as herein defined. However, a party who has quoted prices on work, materials, or supplies to a Bidder is not thereby disqualified from quoting prices to other Bidders or firms submitting a Bid directly for the work, materials or supplies.
- 17. BID OPENING:** Pursuant to Virginia Code § 2.2-4301, all Bids received in response to an IFB will be opened at the date, time and place specified, and announced publicly, and made available for inspection as provided in Section 21 of these General Conditions. Proposals received in response to an RFP will be made available for inspection as provided in Section 21 of these General Conditions.
- 18. TAX EXEMPTION:** The County is exempt from the payment of any federal excise or any Virginia sales tax. The price bid must be net, exclusive of taxes. Tax exemption certificates will be furnished if requested by the Bidder.
- 19. DEBARMENT STATUS:** By submitting their Bids, Bidders certify that they are not currently debarred from submitting Bids on Contracts by the County, nor are they an agent of any person or entity that is currently debarred from submitting Bids or Proposals on Contracts by the County or any agency, public entity/locality or authority of the State.
- 20. NO CONTACT POLICY:** No Bidder shall initiate or otherwise have contact related to the Solicitation with any County representative or employee, other than the Purchasing Officer or Purchasing Agent, after the date and time established for receipt of Bids. Any contact initiated by a Bidder with any County representative, other than the Purchasing Officer or Purchasing Agent, concerning this Solicitation is prohibited and may cause the disqualification of the Bidder.

21. VIRGINIA FREEDOM OF INFORMATION ACT: As provided under Virginia Code § 2.2-4342, all proceedings, records, Contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act of Virginia Code §§ 2.2-3700 *et seq.*, except:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection;
- b. Any competitive sealed bidding Bidder, upon request, shall be afforded the opportunity to inspect Bid records within a reasonable time after the opening of Bids but prior to award, except in the event that the County decides not to accept any of the Bids and to reopen the Contract. Otherwise, Bid records shall be open to public inspection only after award of the Contract;
- c. Any competitive negotiation Offeror, upon request, shall be afforded the opportunity to inspect Proposal records within a reasonable time after the evaluation and negotiations of Proposals are completed but prior to award except in the event that the County decides not to accept any of the Proposals and to reopen the Contract. Otherwise, Proposal records shall be open to the public inspection only after award of the Contract;
- d. Any inspection of procurement transaction records under this Section 21 shall be subject to reasonable restrictions to ensure the security and integrity of the records;
- e. Trade secrets or proprietary information submitted by a Bidder, Offeror or Contractor in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Bidder, Offeror or Contractor must invoke the protections of this Section 21 prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and State the reasons why protection is necessary; and
- f. Nothing contained in this Section 21 shall be construed to require the County, when procuring by “competitive negotiation” (RFP), to furnish a Statement of reasons why a particular Proposal was not deemed to be the most advantageous to the County.

22. CONFLICT OF INTEREST: Bidder/Contractor certifies by signing any Bid/Contract to/with the County that no conflict of interest exists between Bidder/Contractor and County that interferes with fair competition and no conflict of interest exists between Bidder/Contractor and any other person or organization that constitutes a conflict of interest with respect to the Bid/Contract with the County.

SPECIFICATIONS

23. OMISSIONS OR DISCREPANCIES: Any items or parts of any equipment listed in a Solicitation which are not fully described or are omitted from such specification, and which are clearly necessary for the completion of such equipment and its appurtenances, shall be considered a part of such equipment although not directly specified or called for

in the specifications. Should a Bidder find a discrepancy or ambiguity in, or an omission from, the Solicitation, including the drawings and/or specifications, he or she shall so notify the County within twenty-four (24) hours of noting the discrepancy, ambiguity or omission and in any event no less than five (5) days prior to the date set for the opening of Bids. If necessary, the County will send a written addendum for clarification to all Bidders no later than three (3) days before the date set for opening of Bids. Any notification regarding specifications received less than five (5) days prior to the date set for the opening of Bids may or may not be considered by the County in its sole discretion. The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever the mention is made of any articles, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

24. BRAND NAME OR EQUAL ITEMS: Pursuant to Virginia Code § 2.2-4315, unless otherwise provided in the Solicitation, the name of a certain brand, make or manufacturer does not restrict Bidders to the specific brand, make or manufacturer named; it conveys the general style, type, character, and quality of the article desired, and any article which the County in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The Bidder is responsible to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the County to determine if the product offered meets the requirements of the Solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding, only the information furnished with the Bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a Bid non-responsive. Unless the Bidder clearly indicates in its Bid that the product offered is "equal" product, such Bid will be considered to offer the brand name product referenced in the Solicitation.

25. FORMAL SPECIFICATIONS: When a Solicitation contains a specification which states no substitutes, no deviation therefrom will be permitted and the Bidder will be required to furnish articles in conformity with that specification.

26. CONDITION OF ITEMS: Unless otherwise specified in the Solicitation, all items shall be new, in first class condition.

AWARD

27. RESPONSIBLE BIDDERS: In determining whether a Bidder is a responsible Bidder as defined herein, at minimum, the following criteria will be considered:

- a. The ability, capacity and skill of the Bidder to perform the Contract or provide the service required under the Solicitation;

- b. Whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
- d. The quality of performance of previous Contracts or Services;
- e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or Services;
- f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;
- g. The quality, availability and adaptability of the Goods or Services to the particular use required;
- h. The ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract;
- i. The number and scope of the conditions attached to the Bid;
- j. Whether the Bidder is in arrears to the County on debt or Contract or is a defaulter on surety to the County or whether the Bidder's County taxes or assessments are delinquent; and
- k. Such other information as may be secured by the County, the Purchasing Agent or the Purchasing Officer having a bearing on the decision to award the Contract. If an apparent low Bidder is not awarded a Contract for reasons of nonresponsibility, the County shall so notify that Bidder and shall have recorded the reasons in the Solicitation or Contract file.

28. AWARD OR REJECTION OF BIDS; WAIVER OF INFORMALITIES: The County shall award the Contract to the lowest responsive and responsible Bidder complying with all provisions of the IFB, provided the Bid price is reasonable and it is in the best interest of the County to accept it. Awards made in response to a RFP will be made to the highest qualified Offeror whose Proposal is determined, in writing, to be the most advantageous to the County taking into consideration the evaluation factors set forth in the RFP. The County reserves the right to award a Contract by individual items, in the aggregate, or in combination thereof, or to reject any or all Bids and to waive any informality in Bids received whenever such rejection or waiver is in the best interest of the County. Award may be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County. The County also reserves the right to reject the Bid if a Bidder is deemed to be a non-responsible Bidder. Pursuant to Virginia Code § 2.2-4319, an IFB, a RFP, any other solicitation, or any and all bids or proposals, may be canceled or rejected by the County at any time. The reasons for cancellation or rejection shall be made part of the contract file. The County shall not cancel or reject an IFB, a RFP, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror.

29. EXCLUSION OF INSURANCE BIDS PROHIBITED: Pursuant to Virginia Code § 2.2-4320, notwithstanding any other provision of law or these General Conditions, no insurer licensed to transact the business of insurance in the State or approved to issue surplus lines insurance in the State shall be excluded from presenting an insurance bid proposal to the County in response to a RFP or an IFB; excepting that the County may

debar a prospective insurer pursuant to its Debarment Policy, see Chapter 2 of the County's Procurement Policies and Procedures.

30. ANNOUNCEMENT OF AWARD: Upon the award or announcement of the decision to award a Contract as a result of this Solicitation, the County will publicly post such notice on the County's bulletin board located at 72 Main Street, 2nd Floor, Palmyra, Virginia 22963. Award results may also be viewed on the County's website.

31. QUALIFICATIONS OF BIDDERS OR OFFERORS: The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the work/furnish the item(s) and the Bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Bidder's physical facilities prior to award to satisfy questions regarding the Bidder's capabilities. The County further reserves the right to reject any Bid or Proposal if the evidence submitted by or investigations of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work/furnish the item(s) contemplated therein.

32. TIE BIDS AND PREFERENCE FOR VIRGINIA PRODUCTS WITH RECYCLED CONTENT AND FOR VIRGINIA FIRMS:

- a. Pursuant to Virginia Code § 2.2-4328, in the case of a tie bid on an IFB only, the County may give preference to Goods, Services and construction produced in Fluvanna County or provided by persons, firms or corporations having principal places of business in Fluvanna County. If such choice is not available, preference shall then be given to Goods produced in Virginia, or for goods, services or construction provided by Virginia persons, firms, corporations, pursuant Virginia Code § 2.2-4324. If no County or State choice is available, the tie shall be decided publicly by lot. The decision by the County to make award to one or more such Bidders shall be final.
- b. Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsive and responsible bidder who is a resident of Virginia and is the next lowest bidder. If the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a price-matching preference, a like preference shall be allowed to responsive and responsible bidders who are residents of Virginia. If the lowest bidder is a resident contractor of a state with an absolute preference, the bid shall not be considered. The Department of General Services shall post and maintain an updated list on its website of all states with an absolute preference for their resident contractors and those states that allow their resident contractors a percentage preference, including the respective percentage amounts. For purposes of compliance with this Section 32, the County may rely upon the accuracy of the information posted on this website.
- c. Notwithstanding the provisions of subsections a and b, in the case of a tie bid in instances where goods are being offered, and existing price preferences have

already been taken into account, preference shall be given to the bidder whose goods contain the greatest amount of recycled content.

- d. For the purposes of this Section 32, a Virginia person, firm or corporation shall be deemed to be a resident of Virginia if such person, firm or corporation has been organized pursuant to Virginia law or maintains a principal place of business within Virginia.

33. NEGOTIATION WITH LOWEST RESPONSIBLE BIDDER: Pursuant to Virginia Code § 2.2-4318, unless cancelled or rejected, a responsive Bid from the lowest responsible Bidder shall be accepted as submitted, except that if the Bid from the lowest responsible Bidder exceeds available funds, the County may negotiate with the apparent low Bidder to obtain a Contract price within available funds. However, the negotiation may be undertaken only under conditions and procedures described in writing and approved by the County prior to issuance of the IFB and summarized therein.

CONTRACT PROVISIONS

34. APPLICABLE LAW AND COURTS: Any Bid or Contract resulting from a Solicitation and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Contractor shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract.

35. PROVISION AND OWNERSHIP OF INFORMATION: The County shall make a good faith effort to identify and make available to the Contractor all non-confidential technical and administrative data in the County's possession which the County may lawfully release including, but not limited to Contract specifications, drawings, correspondence, and other information specified and required by the Contractor and relating to its work under any Contract. The County reserves its rights of ownership to all material given to the Contractor by the County and to all background information documents, and computer software and documentation developed by the Contractor in performing any Contract.

36. DOCUMENTS: All documents, including but not limited to data compilations, drawings, reports and other material, whether in hard copy or electronic format, prepared, developed or furnished by the Contractor pursuant to any Contract shall be the sole property of the County. At the direction of the County, the Contractor shall have the right to make copies of the documents produced available to other parties. The County shall be entitled to delivery of possession of all documents, upon payment in accordance with the terms of any Contract for the service incurred to produce such documents.

37. CONFIDENTIALITY: Contractor shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for the County in connection with the performance by Contractor of its services hereunder, without prior written approval of the County. Contractor, cognizant of the sensitive nature of much of the data supplied by the County, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of the County, unless disclosure of such information by it is required by law, rule or regulation or the valid order of a court or administrative agency.

38. INDEPENDENT CONTRACTOR: The Contractor and any agents, or employees of the Contractor, in the performance of any Contract shall act as an independent contractor and not as officers, employees or agents of the County.

39. INSURANCE: The Contractor agrees that, during the period of time it renders services to the County pursuant to any Contract, it shall carry (and provide the County with evidence of coverage) the following minimum amounts of insurance:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker’s Compensation	Amount required by Virginia law	

The Contract may specifically require the Contractor to carry higher minimum amounts of insurance.

In addition, the Contractor shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Contract obtain, and continue to maintain for the duration of the work, workers’ compensation coverage in the amount required by Virginia law.

40. KEY PERSONNEL: For the duration of any Contract, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment, or as expressly approved by the County. The Contractor

shall notify the County within five (5) calendar days after the occurrence of any of these events and provide the information required by the paragraph below.

The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitution, complete resumes for the proposed substitute, and any additional information requested by the County. The proposed substitute should have comparable qualifications to those of the person being replaced. The County will notify the Contractor within fifteen (15) calendar days after receipt of all required information of its approval or disapproval of the proposed substitution.

- 41. SEVERABILITY:** If any term, covenant or provision of these General Conditions or any Contract shall be held to be invalid, illegal or unenforceable in any respect, these General Conditions and any Contract shall remain in effect and be construed without regard to such provision.
- 42. TITLES:** The titles and section headings herein and in any Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- 43. ATTORNEYS' FEES:** In the event of a dispute between the County and Contractor under any Contract which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- 44. NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of any Contract, nor of any power herein reserved to the County, or any right to damages herein provided, nor shall any waiver of any breach of any Contract be held to be a waiver of any other or subsequent breach. Failure of the County to require compliance with any term or condition of any Contract shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- 45. NO FINANCE CHARGES:** No finance charges shall be paid by the County.
- 46. ANTITRUST:** By entering into a Contract, the Contractor conveys, sells, assigns, and transfers to the County all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States or the State, relating to the particular Goods or Services purchased or acquired by the County under said Contract. Consistent and continued tie bidding could cause rejection of Bids by the County and/or investigation for antitrust violations.
- 47. PAYMENT:** Pursuant to Virginia Code § 2.2-4352, unless more time is provided in the Solicitation or Contract, payment will be made forty-five (45) days after receipt by the County of a proper invoice, or forty-five (45) days after receipt of all Goods or acceptance of work, whichever is later. The County reserves the right to withhold any or all payments or portions thereof for Contractor's failure to perform in accordance with the

provision of the Contract or any modifications thereto. Within twenty (20) days of receipt of proper invoice or of goods or services, the County shall notify the Contractor if any defect or impropriety that would prevent payment by the payment date. The following provisions apply to such payments:

- a. Invoices for items/Services ordered, delivered/performed and accepted shall be submitted by the Contractor in duplicate directly to the payment address shown on the purchase order, Solicitation or Contract, as applicable. All invoices shall show the Contract number, purchase order number, or Solicitation number, as applicable, and as required under Virginia Code § 2.2-4354, either the individual Contractor's social security number or the Contractor's federal employer identification number, whichever is applicable.
- b. Any payment terms requiring payment in less than forty-five (45) days will be regarded as requiring payment forty-five (45) days after receipt of proper invoice or receipt of all Goods or acceptance of work, whichever occurs later. Notwithstanding the foregoing, offers of discounts for payment in less than forty-five (45) days are valid and enforceable.
- c. Pursuant to Virginia Code § 2.2-4353, the date any payment shall be deemed the date of postmark in all cases where payment is made by mail.
- d. The County's fiscal year is July 1 to June 30. Contractors are advised to submit invoices, especially for Goods and/or Services provided in the month of June, for the entire month (i.e. June 1 - June 30), so that expenses are recognized in the appropriate fiscal year.
- e. Any payment made by the Contractor to the County shall only be made in U.S. Dollars. If payment is received in foreign currency the County may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.

48. SUBCONTRACTORS: Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by Contractor in connection with the work, Contractor shall:

- a. Within seven (7) days after receipt of amounts paid to the Contractor for work performed by a subcontractor, either:
 - i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any Contract; or
 - ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

- b. Contractor shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.
- c. The Contractor shall pay interest to any subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under any Contract, except for amounts withheld as allowed in subdivision (a)(II) above. Unless otherwise provided under the terms of any Contract, interest shall accrue at the rate of one percent (1%) per month.
- d. The Contractor shall include in each of its subcontracts under any Contract a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
- e. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section 48 shall not be construed to be an obligation of the County. No Contract modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.

49. RETAINAGE ON CONSTRUCTION CONTRACTS: Pursuant to Virginia Code 2§ 2.2-4333, if a Contract for construction provides for progress payments in installments based upon an estimated percentage of completion, then the contractor shall be paid at least ninety-five percent (95%) of the earned sum when payment is due, with no more than five percent (5%) being retained to ensure faithful performance of the contract. All amounts withheld may be included in the final payment. Any subcontract related to work on a Contract that provides for similar progress payments shall be subject to the provisions above and the Contractor agrees to include such provisions in every subcontract.

50. SUCCESSORS AND ASSIGNS: The County and the Contractor bind themselves and their respective successors and assigns to any Contract. The foregoing notwithstanding, the Contractor shall not assign, sublet or transfer its interest in any Contract without the prior written consent of the County, which may be granted or withheld in the County's sole discretion. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

51. DEFAULT: Failure of a Contractor to deliver Goods or Services in accordance with Contract terms and conditions and/or within the time specified, or within reasonable time as interpreted by the County in its sole discretion, or failure to make replacements/corrections of rejected articles/services when so requested, immediately or as directed by the County, or failure of the Contractor to act in accordance with the Contract in any material respect, as reasonably determined by the County, shall constitute

a “default” by the Contractor and shall further authority for the County to purchase in the open market articles/services of comparable grade/quality to replace the services, articles rejected, and/or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in excess of Contract prices including, but not limited to, any purchase and administrative costs. Such purchases shall be deducted from the Contract quantities, if applicable. Should public necessity demand it, the County reserves the right to use or consume articles delivered or services performed which are substandard in quality, subject to an adjustment in price to be determined by the County. In case of any default, the County, after due oral or written notice if required in accordance with the Contract, may terminate the Contract at its option in its sole discretion effective immediately. These remedies shall be in addition to any other remedies which the County may have, including but not limited to, any remedies at law, under the Contract or in equity.

Notwithstanding the foregoing, the Contractor shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, are beyond the control of the Contractor. Under such circumstances, however, the County may, at its sole discretion, terminate or cancel the Contract effective immediately.

52. NON-DISCRIMINATION ASSURANCES: The Contractor shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

- a. During the performance of any Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all Solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 52.
- b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

53. MODIFICATION:

- a. Pursuant to Virginia Code § 2.2-4309, these General Conditions and any Contract entered into by the County and any Contractor shall not be subject to change, modification, or discharge except by written instrument signed by the County and Contractor, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the County's Board. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.
- b. The County may, but is not obligated to, extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.
- c. Nothing in this Section 53 shall prevent the County from placing greater restrictions on contract modifications.

54. INDEMNIFICATION: Contractor agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of any Contract. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, the Contractor shall, at his or her own expenses, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by any Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. Nothing contained in this Solicitation or the Contract shall be deemed to be a waiver of the County's sovereign immunity.

55. DRUG-FREE WORKPLACE: Pursuant to Virginia Code § 2.2-4312, in every Contract over \$10,000.00 the following provisions apply: During the performance of any Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the

foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this Section, “*drug-free workplace*” means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this the VPPA and the County’s Procurement Procedures, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

56. TERMINATION: Contracts will remain in force for full periods specified and/or until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

- a. Terminated prior to expiration date by satisfactory deliveries of entire Contract requirements;
- b. Terminated by the County upon thirty (30) days written notice to the Contractor at the County’s convenience in the County’s sole discretion (“termination for convenience”), unless a termination for convenience is specifically and expressly prohibited by the Contract. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of the termination;
- c. Terminated by the County for cause, default or negligence on the part of the Contractor. However, pursuant to Section 51 of these General Conditions, the County may hold the Contractor responsible for any resulting additional purchase and administrative costs. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Contractor of the termination for cause;
- d. Extended upon written authorization of County and accepted by Contractor, to permit ordering of unordered balances or additional quantities at Contract prices and in accordance with Contract terms.

57. APPROPRIATIONS: Notwithstanding any other provision of any Contract, the payment of the County's obligations under any Contract shall be subject to annual appropriations by the Board of Supervisors of the County in each fiscal year of monies sufficient to satisfy the same.

58. REFERENCES TO VIRGINIA LAW: Any reference in these General Conditions to the Code of Virginia or other relevant Federal, State or local law is incorporated in whole herein by reference as in effect at the time of the Solicitation or Contract as such statutory provisions may be amended or replaced by any statute dealing with the same or similar subject matter.

59. COOPERATIVE PROCUREMENT: Except as prohibited by the current Code of Virginia, all resultant Contracts will be extended to other Public Bodies of the Commonwealth of Virginia, to permit their ordering of Goods, supplies and/or Services at the prices and terms of the resulting Contract (“cooperative procurement”). By submitting any Bid or entering into any Contract with the County a Bidder/Contractor expressly authorizes cooperative procurement under Virginia Code § 2.2-4304 to the full extent permitted by law. If any other public body decides to use any Contract, the Contractor must deal directly with that public body concerning all matters relating thereto, including but not limited to, the placement or orders, issuance of the purchase order, contractual disputes, invoicing and payment. The County acts only as the “Contracting Agent” for these public bodies. Any resulting contract with other public bodies shall be governed by the laws of that specific entity. It is the Contractor’s responsibility to notify the public bodies of the availability of the Contract. Fluvanna County shall not be held liable for any direct or indirect costs, damages or other claim of any kind incurred by another public body or any Contractor as a result of any cooperative procurement.

60. AUDIT: The Contractor hereby agrees to retain all books, records and other documents relative to any Contract for five (5) years after final payment, or until audited by the County, whichever is sooner. The County, its authorized agents, and/or County auditors shall have full access to and right to examine any of said materials during said period.

61. GUARANTIES AND WARRANTIES: All guarantees, representations and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Agent before final payment on any Contract is made. In addition to any guarantees, representations and warranties required under the Contract, the Contractor agrees to:

- a. Save the County, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or un-copyrighted composition; secret process, patented or unpatented; invention; article or appliance furnished or used in the performance of a Contract for which the Contractor is not the patentee, assignee, licensee or owner;
- b. Protect the County against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery;
- c. Furnish adequate protection against damage to all work and to repair damages of any kind to the building or equipment, to the Contractor’s own work or to the work of other contractors, for which the Contractor’s workers are responsible;
- d. Pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the County; and
- e. Protect the County from loss or damage to County owned property while it is in the custody of the Contractor;

- f. At minimum supply all Goods or Services with the manufacturer's standard warranty, if applicable; and
- g. For any Contract involving Services of any nature, the Contractor further agrees to:
 - i. Enter upon the performance of Services with all due diligence and dispatch, assiduously press to its complete performance, and exercise therein the highest degree of skill and competence;
 - ii. Allow Services to be inspected or reviewed by an employee of the County at any reasonable time and place selected by the County;
 - iii. Acknowledges that the County shall be under no obligation to compensate Contractor for any Services not rendered in strict conformity with the Contract; and
 - iv. Stipulates that the presence of a County Inspector shall not lessen the obligation of the Contractor for performance in accordance with the Contract requirements, or be deemed a defense on the part of the Contractor for infraction thereof. The Inspector is not authorized to revoke, alter, enlarge, relax, or release any of the requirements of any Contract. Any omission or failure on the part of the Inspector to disapprove or reject any work or material shall not be construed to be an acceptance of any such defective work or material.

62. PRICE REDUCTIONS: If at any time after the date of the Bid/Contract the Contractor makes a general price reduction in the comparable price of any material covered by the Contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to any Contract for the duration of the Contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to Contractor's customers generally, or (2) in the Contractor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this Solicitation. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The Contractor shall submit his or her invoice at such reduced prices indicating on the invoice that the reduction is pursuant to the "Price Reduction" provision of the Contract documents. The Contractor in addition will within ten (10) days of any general price reduction notify the County of such reduction by letter. FAILURE TO DO SO IS A DEFAULT UNDER THE CONTRACT AND MAY RESULT IN TERMINATION OF THE CONTRACT IN THE COUNTY'S DISCRETION. The Contractor, if requested, shall furnish, within ten (10) days after the end of the Contract period, a statement certifying either (1) that no general price reduction, as defined above, was made after the date of the Bid or Contract, or (2) if any such general price reductions were made, that as provided above, they were reported to the County within ten (10) days and the County was billed at the reduced prices. Where one or more such general price reductions were made, the statement furnished by

the Contractor shall include with respect to each price reduction (1) the date when notice of any such reduction was issued, (2) the effective date of the reduction, and (3) the date when the County was notified of any such reduction.

63. COMPLIANCE WITH IMMIGRATION LAW: Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

64. VIRGINIA STATE CORPORATION COMMISSION: Pursuant to Virginia Code § 2.2-4311.2, Any Bidder or Contractor organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, at the time of the Bid, Proposal or any response to Solicitation and during the term of the Contract and any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term or any renewal of the Contract. If the Contractor fails to remain in compliance with the provisions of this Section 64, the Contract may become void at the option of the County.

65. CLAIMS PROCEDURE:

- a. The procedure for consideration by the County of contractual claims for any Contract shall be that set forth in Virginia Code § 15.2-1243, *et seq.*
- b. In addition, pursuant to Virginia Code § 2.2-4364, contractual claims, whether for money or other relief, shall be submitted in writing to the County Administrator no later than sixty (60) days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a Contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the Goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.
- c. No written decision denying a claim or addressing issues related to the claim shall be considered a denial of the claim unless the written decision is signed by the Board or the County Administrator. The contractor may not institute legal action prior to receipt of the final written decision on the claim unless the County fails to render a decision within ninety (90) days of submission of the claim. Failure of the County to render a decision within ninety (90) days shall not result in the contractor being awarded the relief claimed or in any other relief or penalty. The sole remedy for the County's failure to render a decision within 90 days shall be the contractor's right to institute immediate legal action.

- d. A Contractor may not institute legal action, prior to receipt of the County's decision on the claim, unless the County fails to render such decision within the time specified by law. A failure by the County to render a decision within the time provided by law shall be deemed a final decision denying the claim by the County.
 - e. The decision of the Board or the County Administrator shall be final and conclusive unless the Contractor appeals within six (6) months of the date of the final written decision by instituting legal action as provided in Virginia Code § 2.2-4364.
 - f. No administrative appeals procedure pursuant to Virginia Code § 2.2-4365 has been adopted for contractual claims by the County.
 - g. Nothing herein shall be construed to prevent the County from instituting legal action against any Contractor or Bidder.
- 66. NOTICES:** All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County Purchasing Agent or Bidder/Contractor, as applicable, or sent by first class mail to the County or Bidder/Contractor at the addresses set forth in the Solicitation, Bid or Contract or at such other address as a party may designate from time to time by notice given in accordance with the terms of this Section 66; except that where a Solicitation, Bid or Contract expressly requires notice to a specific individual or at a specific location, such shall control. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed.

DELIVERY

- 67. SHIPPING INSTRUCTIONS-CONSIGNMENT:** Unless otherwise specified in the Solicitation or Contract, as applicable, each case, crate, barrel, package, etc., delivered under the Contract must be plainly stenciled or securely tagged, stating the Contractor's name, purchase order number, and delivery address as indicated in the order. Where shipping containers are to be used, each container must be marked with the purchase order number, name of the Contractor, the name of the item, the item number, and the quantity contained therein. Deliveries must be made within the hours of 8:00 a.m. – 3:00 p.m. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the designated individual at the delivery point. No deliveries will be accepted on Saturdays, Sundays and holidays unless previous arrangements have been made. It shall be the responsibility of the Contractor to insure compliance with these instructions for items that are drop-shipped.
- 68. RESPONSIBILITY FOR SUPPLIES TENDERED:** The Contractor shall be responsible for the materials or supplies covered by the Contract until they are delivered

at the designated point. The Contractor shall additionally bear all risk on rejected materials or supplies after notice of rejection is tendered by the County. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. If rejected materials are not removed by the Contractor within ten (10) days after date of notification, the County may return the rejected materials or supplies to the Contractor at the Contractor's risk and expense or dispose of them as abandoned property.

- 69. INSPECTIONS:** The County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and Services conform to the specification in the Solicitation, Bid or Contract, as applicable. Inspection and acceptance of materials or supplies will be made after delivery at destinations herein specified unless otherwise stated. Unless otherwise specified in the Contract, if inspection is made after delivery at the destination specified, the County will bear the expense of inspection except for the value of samples used in case of rejection. Final inspection shall be conclusive except in regard to latent defects, fraud or such gross mistakes as to amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications.
- 70. COMPLIANCE:** Delivery must be made as ordered and in accordance with the Solicitation, Bid or Contract, as applicable, or as directed by the County when not in conflict with the Bid/Contract. The decision as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of Goods by the purchaser shall rest with the Contractor. Any request for extension of time of delivery from that specified must be approved by the County, such extension applying only to the particular item or shipment affected. Unless otherwise specified in the Contract, should the Contractor be unreasonably delayed by the County, there shall be added to the time of completion a time equal to the period of such delay caused by the County. However, the Contractor shall not be entitled to claim damages or extra compensation for such delay or suspension. These conditions may vary for construction Contracts.
- 71. POINT OF DESTINATION:** All materials shipped to the County must be shipped F.O.B. DESTINATION unless otherwise stated specifically in the Solicitation, Bid or Contract, as applicable. The materials must be delivered to the "Ship To" address indicated on the purchase order or Solicitation, as applicable.
- 72. REPLACEMENT:** Materials or components that have been rejected by the County, in accordance with the terms of the Contract, shall be replaced by the Contractor at no cost to the County.
- 73. DAMAGES:** Any and all damages to property of the "County" that is the direct result of the Contractor, the employees of the Contractor and/or its subcontractors, agents, licensees, successors, or assigns, shall be the sole responsibility of the Contractor. The

property shall be repaired to its last known condition prior to the damages and/or replaced at no cost to the County. The County shall approve any and all repairs/replacements prior to acceptance of the repairs/replacement.

74. PACKING SLIPS OR DELIVERY TICKETS: All shipments shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

- a. Purchase Order Number;
- b. Name of Article and Stock Number;
- c. Quantity Ordered;
- d. Quantity Shipped;
- e. Quantity Back Ordered; and
- f. The Name of the Contractor.

Contractors are cautioned that failure to comply with these conditions shall be considered sufficient reason for refusal to accept the Goods.

75. ADDITIONAL CHARGES: No delivery charges of any kind shall be added to any invoice; except that (i) if Goods are expressly bought F.O.B. "shipping point" under the Contract and the Contractor prepays transportation, then delivery charges shall be added to invoices; and (ii) if express delivery is authorized and substituted by the County on orders for the method specified in the Contract, then the difference between freight or mail and express charges may be added to invoice.

76. METHOD AND CONTAINERS: Unless otherwise specified, Goods shall be delivered in commercial packages in standard commercial containers, so constructed as to ensure acceptance by common or other carrier for safe transportation to the point of delivery. Containers become the property of the County unless otherwise specified by bidder.

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB U

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Stretcher Contract				
MOTION(s):	I move the Board of Supervisors to approve the contract between Fluvanna County and Stryker Sales, LLC for the purchase of a Stretcher totaling \$24,961.08, and further authorize the County Administrator to execute the agreement subject to approval as to form by the County Attorney.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Tori Melton, Finance Director				
PRESENTER(S):	Tori Melton, Finance Director				
RECOMMENDATION:	Approval				
TIMING:	Immediate				
DISCUSSION:	<ul style="list-style-type: none"> • This specific stretcher is the only model that will fit the new ambulance that will be delivered by July 21, 2023. • The amount was approved in the FY23 budget. 				
FISCAL IMPACT:	Budgeted in FY2023				
POLICY IMPACT:	NA				
LEGISLATIVE HISTORY:	NA				
ENCLOSURES:	Stryker Medical Equipment Contract Exhibit 1 - 3				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X	X		

Stretcher Contract

This Stretcher Contract (the "Contract") dated the ____ day of _____, 2023 is between **Stryker Sales, LLC ("Contractor")**, a Michigan corporation authorized to transact business in Virginia; and **Fluvanna County (the "County")**, a political subdivision of the Commonwealth of Virginia, sets forth the terms and conditions for Contractor's provision of the Stretcher as set forth in this Contract to County.

Whereas, the County wishes to purchase a Stretcher for that Fluvanna County ambulance (the "Ambulance") stationed at Lake Monticello Volunteer Fire Station located at 14 Slice Road, Palmyra, VA 22963 (the "Station");

Whereas, the Contractor submitted its quote dated March 2, 2023 (the "Quote") to the County for Product 650605550002, Power-Pro XT MTS Mid and associated options and fees as more such stretcher is more specifically described in such Quote and made specifically for use in the Ambulance (collectively the "Stretcher"). The Quote is attached hereto as **Exhibit 1** and incorporated herein as a material part of this Contract;

Whereas, the Stretcher is specifically made for the Ambulance and is being purchased as a sole source procurement as offered only by the Contractor as specifically set forth in that sole source letter (the "Sole Source Letter") from the Contractor attached hereto as **Exhibit 2** and incorporated herein as a material part of this Contract. For those reasons set forth in this Contract and in that Sole Source Letter and consistent with Virginia Code 2.2-4303(E), the County has determined that there is only one source practicably available for Stretcher, and therefore a contract may be negotiated and awarded to the Contractor without competitive sealed bidding or competitive negotiation. The County has relied on the recitations and certification set forth herein and made by the Contractor in the Sole Source Letter in purchasing the Stretcher from the Contractor; and

Whereas, the County wishes to purchase the Stretcher and the Contractor wishes to provide the Stretcher and certain related training, manuals, installation, equipment, warranties, work, and other related services (collectively referred as the "Stretcher") to County;

NOW THEREFORE, the parties hereby agree as follows:

1. **RECITATIONS AND WARRANTIES.** The foregoing recitations and definitions are incorporated herein by reference as material terms of the Contract between the County and Contractor. The Stretcher is purchased as a sole source small procurement and the County has relied on statements of Contractor that the Contractor is the sole provider of the Stretcher in entering into this Contract. Contractor agrees to complete and attach the forms attached hereto as **Exhibit 3** which are material part hereof. The parties agree that Contractor's Stryker Medical's Acute Care capital terms and conditions and Stryker Medical's Emergency Care capital terms and conditions both referenced in the Quote do not apply and are replaced by this Contract.
2. **Stretcher.**
 - a Contractor will sell to County the Stretcher and perform related labor, installation, warranties, maintenance, work, items and functions. The Contractor agrees that the Stretcher shall meet or exceed: (i) all applicable industry standards; (ii) all requirements and provisions of this Contract and the Quote; (iii) all requirements of the County's General Terms, Conditions and Instructions to Bidders and Contractors (the "County's

Stretcher Contract

- General Terms”) available at: https://www.fluvannacounty.org/sites/default/files/fileattachments/finance_department/page/1481/general-terms-and-conditions.pdf, which are incorporated herein by reference as a material part of this Agreement; and (iv) all requirements of Applicable Law. “Applicable Law” as used herein means all applicable federal, Commonwealth of Virginia and local laws, ordinances, rules and regulations or similar standards in any way related to the Stretcher or performance under this Contract. The Stretcher include specifically, without limitation, evidence of ownership such as title or MSO and any manuals, warranties, manufacturer warranties, customer support, etc. **The Contractor has reviewed and agrees to the County’s General Terms: _____[Initial].**
- b** The Contractor understands the Stretcher is integral to the County’s Fire and Safety program, and agrees to install the Stretcher in such a way as to provide a seamless integration of the Stretcher with the Ambulance and any existing equipment, if applicable, and to work with the County to coordinate installation, training and related services. The Contractor understands and acknowledges that the County must have functional equipment at all times, that there can be no down-times, and shall insure that all Stretcher are working, fully functionally and training has taken place before any trade-in equipment is removed from service at the County. The County must approve in writing the exact quantities and items which shall be picked up as trade-in equipment by the Contractor under this Contract. The Contractor agrees to take all steps necessary to integrate the Stretcher with the Ambulance and existing equipment as applicable and other equipment of the County. The Contractor will schedule the installation and related activities of the Stretcher at a time convenient for the County in advance. The Contractor understands and acknowledges that the Stretcher is integral to the operation and success of the County’s Fire & Safety System and therefore the County’s compliance with applicable law.
- c** Any applicable manufacturer’s warranties or other warranties shall be assigned and delivered to the County upon delivery of the Stretcher. This shall be in addition to all other warranties of any kind required under this Contract or any exhibit hereto.
- 3. LOCATION FOR SERVICES:** Delivery of Products shall be to the following address: 14 Slice Road, Palmyra, VA 22963. Training shall occur at locations designated by the County after delivery of the products and equipment being a part of the Stretcher. The Contractor must coordinate with the County on convenient training, and delivery times.
- 4. CONTACT INFORMATION:**
- Fluvanna County:
- Fluvanna County, Attn: Ms. Donna Allen, 132 Main Street Palmyra, VA 22963, telephone: (434) 591-1937 (billing and service and product inquiries)
- Fluvanna County, Attn: Mr. Eric Dahl, County Administrator, 132 Main Street Palmyra, VA 22963, telephone: (434) 591-1910 (contract inquiries)
- With a Copy to: Fluvanna County Attorney, 414 E. Jefferson Street, Charlottesville, VA 22902

Contractor:

Stretcher Contract

Stryker Sales, LLC, P.O. Box 93308, Chicago, IL 60673, or to street address of 3800 E. Centre Avenue, Portage, MI 49002-5826; telephone (804) 401-0502 (contract inquiries)

Any notices under this Contract shall be sent to all three County contacts above. Any required or permitted notices hereunder must be given in writing at the address of each party set forth above, or to such other address as either party may substitute by written notice to the other in the manner contemplated herein, by one of the following methods: hand delivery; registered, express, or certified mail, return receipt requested, postage prepaid; or nationally-recognized private express courier.

5. **PERFORMANCE:** The Stretcher shall be delivered no later than 90 days following issuance of PO, time being of the essence. Any warranties on the Stretcher shall begin on the later of the date that the County accepts the Stretcher without reservation. All Risk of loss on the Stretcher remains with the Contractor until delivery to the County at the delivery location and acceptance by the County of the Stretcher. All applicable warranties, promises and covenants relating to the Stretcher provided for hereunder and any manufacturer's warranties benefiting the County shall continue according to the terms thereof and shall survive any earlier termination of this Contract.

6. **COMPENSATION:** Consistent with the Quote, the Contractor shall be paid a flat fee of TWENTY-FOUR THOUSAND NINE HUNDRED SIXTY-ONE and 08/100 DOLLARS (\$24,961.08) (the "Purchase Price") for the Stretcher, being more specifically described in the Quote. Payment and Invoice terms are governed by the County's General Terms, but in no event will the Contractor be paid before the Completion Date (as defined below). Any additional products or services must be purchased only under a written amendment of this Contract signed by authorized representatives of both parties. Invoices should be directed to Fluvanna County. The date that all Stretcher delivered in compliance with this Contract to the satisfaction of the County is the "**Completion Date**". Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. has agreed to provide ~~One Thousand Seven Hundred Eleven~~ FIVE THOUSAND TWO-HUNDRED NINETY-ONE and 0808/100 Dollars (~~\$1,711,085,291.08~~) (the "Contribution") towards the Purchase Price. Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. will pay the Contribution to Fluvanna County on or before the Completion Date, and then the County will use the Contribution together with County funds to purchase the Stretcher, which Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. and the parties agree will be the property of the County. Lake Monticello Volunteer Fire Department and Rescue Squad, Inc. joins herein to certify and acknowledge its agreement to make the Contribution and to the terms as set forth herein.

7. **EXHIBITS AND RESOLVING CONFLICTS.** The rights and duties of the County and Contractor under this Contract are set out herein and in Exhibit 1 through 3 (the "Exhibits") attached hereto. Whenever possible, the terms of the above Contract and the Exhibits shall be read together and where there are similar provisions both shall apply, however in the event of a direct conflict, the order of control shall be this Contract, the County's General Terms, then Exhibit 1, then Exhibit 2, and finally Exhibit 3. To clarify, the Contract shall control over the Exhibits in the event of a direct conflict, the General terms shall control over the attached Exhibits, and Exhibit 1 shall control over Exhibits 2 and 3, and so forth.

Stretcher Contract

8. MISCELLANEOUS. The headings of the sections of this Contract are inserted for convenience only and do not alter or amend the provisions hereof. A word importing the masculine or neuter gender only may extend and be applied to females and to corporations as well as males, and vice versa. A word importing the singular number only may extend and be applied to several persons or things as well as to one person or thing; and a word importing the plural number only may extend and be applied to one person or thing, as well as to several persons or things. This contract may be executed in multiple counterparts each of which shall be deemed an original and together which shall constitute the Contract. This Contract may be executed in duplicate originals, any of which shall be equally authentic. Applicable law and venue provisions of the County’s General Terms apply.

Witness the following duly authorized signatures and seals:

Stryker Sale, LLC,

Fluvanna County

By: _____ **(SEAL)**

By: _____ **(SEAL)**

Printed: _____

Printed: _____

Title: _____

Title: _____

Date: _____

Date: _____

SEEN AND AGREED:

Lake Monticello Volunteer Fire Department and Rescue Squad, Inc.

By: _____

Printed: _____

Title: _____

Date: _____

Approved as to Form:

Fluvanna County Attorney

Quote - Lake Monticello Power PRO XT Mid Config

Quote Number: 10656229	Remit to: Stryker Medical
	P.O. Box 93308
	Chicago, IL 60673-3308
Version: 1	Rep: Robertson Gagnon
Prepared For: LAKE MONTICELLO VOLNTR FIRE DEPT AND RES	Email: robertson.gagnon@stryker.com
Attn: Eddie Shifflett <emshiff@gmail.com>	
	Phone Number:
	Mobile: (804) 401-0502

Quote Date: 03/02/2023
 Expiration Date: 05/31/2023

Delivery Address	End User - Shipping - Billing	Bill To Account
Name: LAKE MONTICELLO VOLNTR FIRE DEPT AND RES	Name: LAKE MONTICELLO VOLNTR FIRE DEPT AND RES	Name: LAKE MONTICELLO VOLNTR FIRE DEPT AND
Account #: 1267319	Account #: 1267319	Account #: 1267318
Address: 14 SLICE RD	Address: 14 SLICE RD	Address: 10 SLICE RD RESCUE SQUAD INC
PALMYRA	PALMYRA	PALMYRA
Virginia 22963-2300	Virginia 22963-2300	Virginia 22963-2300

Equipment Products:

#	Product	Description	Qty	Sell Price	Total
1.0	650605550002	Power-PRO XT MTS Mid: Dual wheel lock, x-restraint package, retractable head section 02 bottle holder, 3-stage IV pole PR, equipment hook, H/E storage flat, XPS side rail, XPS mattress, Trendelenburg, dual compatibility, backrest storage pouch	1	\$25,146.75	\$25,146.75
Equipment Total:					\$25,146.75

Trade In Credit:

Product	Description	Qty	Credit Ea.	Total Credit
TR-SMCOT-PPXT	TRADE-IN-STRYKER MANUAL COT TOWARDS PURCHASE OF POWERPRO XT	1	-\$500.00	-\$500.00

Price Totals:

Estimated Sales Tax (0.000%):	\$0.00
Freight/Shipping:	\$314.33
Grand Total:	\$24,961.08

Comments:

Quote represents trade in of all (4) Manual Cots.

Quote - Lake Monticello Power PRO XT Mid Config

Quote Number: 10656229

Remit to: **Stryker Medical**

Version: 1

P.O. Box 93308

Chicago, IL 60673-3308

Prepared For: LAKE MONTICELLO VOLNTR FIRE DEPT AND RES

Rep: Robertson Gagnon

Attn: Eddie Shifflett <emshiff1@gmail.com>

Email: robertson.gagnon@stryker.com

Phone Number:

Mobile: (804) 401-0502

Quote Date: 03/02/2023

Expiration Date: 05/31/2023

Prices: In effect for 30 days

Terms: Net 30 Days

Contact your local Sales Representative for more information about our flexible payment options.

Capital Terms and Conditions:

Deal Consummation: This is a quote and not a commitment. This quote is subject to final credit, pricing, and documentation approval. Legal documentation must be signed before your equipment can be delivered. Documentation will be provided upon completion of our review process and your selection of a payment schedule. Confidentiality Notice: Recipient will not disclose to any third party the terms of this quote or any other information, including any pricing or discounts, offered to be provided by Stryker to Recipient in connection with this quote, without Stryker's prior written approval, except as may be requested by law or by lawful order of any applicable government agency. A copy of Stryker Medical's Acute Care capital terms and conditions can be found at https://techweb.stryker.com/Terms_Conditions/index.html. A copy of Stryker Medical's Emergency Care capital terms and conditions can be found at <https://www.strykeremergencycare.com/terms>.

Technical Support

Stryker Technical Support comprises a team of professionals available to help with your EMS equipment needs. Contact via phone at 1 800 STRYKER or email at TechnicalSupport@Stryker.com.

ProCare Service from Stryker

With maintenance, service and work-flow solutions that proactively maintain your equipment, we help you get every last penny out of your investment. Two-hour priority response callback time and 24- to 72-hour product turnaround help you focus more on your patients and less on equipment upkeep.

Flex Financial Program

Our financial programs provide a range of smart alternatives designed to fit your organization's needs. We offer flexibility beyond a cash purchase with payment structures customizable to meet budgetary needs and help to build long-term financial stability. Specialized finance solutions for municipalities and other government agency businesses are also available.

To learn more about the wide range of financial services, call 1 888 308 3146.



The information presented in this brochure is intended to demonstrate a Stryker product. Always refer to the package insert, product label and/or user instructions before using any Stryker product. Products may not be available in all markets. Product availability is subject to the regulatory or medical practices that govern individual markets. Please contact your Stryker Account Manager if you have questions about the availability of Stryker products in your area.

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3800 E. Centre Avenue
Portage, MI 49002 USA
t: 269 329 2100
toll free: 800 327 0770

ems.stryker.com



Power-PRO™ configurations



Standard configurations

1 Power-PRO with standard side rails

2 Power-PRO with XPS side rails

*Remember to add Performance-LOAD capability if your ambulance has a Performance-LOAD fastener in it.

Standard configurations

		1 Standard side rail	2 Standard with XPS side rail
Standard options	Standard Components	●	●
	Patient Right Cot Retaining Post	●	●
	3 yr X Frame Powertrain Warranty	●	●
	2 yr Bumper to Bumper	●	●
	Standard Fowler	●	●
	Domestic Shipping	●	●
	Safety Hook (Short)	●	●
	120V AC Power Cord	●	●
	Dual Wheel Lock	●	●
3 Stage Patient Right IV Pole	●	●	
Accessories	Head End Storage Flat	●	●
	Equipment Hook	●	●
	Foot End O2 Bottle Holder	●	●
Options	X-Restraints	●	●
	Rugged X-Restraints		
	XPS Side Rail and Mattress		●
Fastener compatibility	Antler	●	●
	Performance-LOAD		
	Power-LOAD		

*Remember to add Performance-LOAD capability if your ambulance has a Performance-LOAD fastener in it.

Power-PRO XT

standard on all cots

Standard accessories

- Dual Wheel Lock
- SMRT 120V AC Power kit
- Cot Retaining Post Patient right
- Foot-End O2 Bottle Holder
- 3 Stage Patient Right IV Pole
- Head-End Storage Flat
- X-Restraint Package (SAE J3027)
- Equipment Hook



Standard accessories



Dual Wheel Locks



SMRT 120V AC power kit



Cot retaining post



Foot End O2 Bottle Holder



3 stage IV Pole



Head-End Storage Flat



X-Restraint Package
(For SAE J3027 compliance)



Equipment Hook



Additional option
XPS siderails

SMRT Power System

for your powered ambulance cots

Key features

- Zero memory
- 2 hour charge
- All weather toughness

Accessories



12V DC cable (Automotive)



120V AC – North American (NEMA 1-15P)



SMRT charger mounting bracket



Power-PRO XT accessories

PART #	PART DESCRIPTION
6500-700-058	SMRT POWER COMPLETE KIT - 120V AC 12V DC
6500-700-040	SMRT POWER KIT - 12V DC, DOMESTIC
6500-700-041	SMRT POWER KIT - 120V AC, DOMESTIC
6500-201-000	SMRT Charger (No Cords)
6500-033-000	SMRT Battery Pack
6500-201-100	SMRT Charger Mounting Bracket
AC Cords (Need Both)	
6500-201-148	Power Supply Charger
6500-201-149	120V Power Cord
DC Cord (Only One)	
6500-201-147	12V DC SMRT Charger Cable

Restraint options

XPS aftermarket kit

The all in one solution for a variety of patients and environments. XPS is adjustable with seven locking positions and includes a wider mattress that reduces transfer gap and is designed with patient comfort in mind.

Key features

- 7 locking positions
- 38% more surface area
- Reduces transfer gap
- Installation by Stryker's ProCare technician is available

X-restraints

SAE J3027

PART #	PART DESCRIPTION
6500-001-430	X-Restraints - Full Set
6500-001-401	Shoulder Restraint (one each)
6500-001-402	X-Double Buckle Strap
6500-001-403	X-Buckle & Tongue Strap
6500-001-404	Thigh Restraint
6500-001-405	Ankle Restraint

Mattress compatibility

6500-003-130	XPS Knee Gatch G-Rated Bolster Mattress
6500-002-150	Knee Gatch G Rated Bolster Mattress

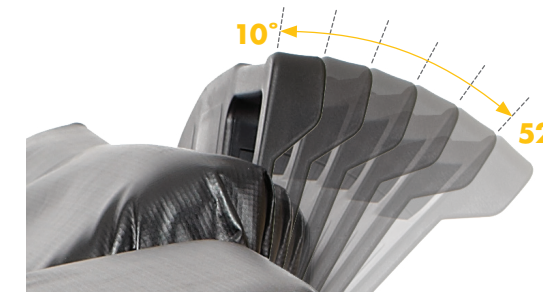
G-restraints

PART #	PART DESCRIPTION
6500-001-430	X-Restraints - Full Set
6500-001-401	Shoulder Restraint (one each)
6500-001-402	X-Double Buckle Strap
6500-001-403	X-Buckle & Tongue Strap
6500-001-404	Thigh Restraint
6500-001-405	Ankle Restraint

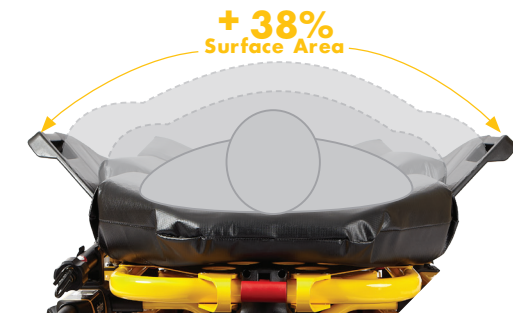
Mattress compatibility

6500-003-130	XPS Knee Gatch G-Rated Bolster Mattress
6500-002-150	Knee Gatch G Rated Bolster Mattress
6090-041-010	Bolster Mattress

PART #	PART DESCRIPTION
6506-700-008	XPS Upgrade Kit
7710003	Labor for XPS installation by Stryker



Seven locking positions
Between 10 and 52 degrees



Increased surface area
From 23 to 33 inches



Power-PRO XT

accessories and upgrades



XPS Knee Gatch Bolster Mattress

PART #	PART DESCRIPTION
6500-003-130	XPS Knee Gatch G-Rated Bolster Mattress

Restraint compatibility

6506-001-430	Rugged-X Restraints - Full Set
6500-001-430	X-Restraints - Full Set



Knee Gatch Bolster Mattress G-Rated

PART #	PART DESCRIPTION
6500-002-150	Knee Gatch G Rated Bolster Mattress



Bolster Mattress

PART #	PART DESCRIPTION
6090-041-010	Bolster Mattress

PART #	PART DESCRIPTION
6500-700-060	Steer-Lock
6550-001-084	Knee-Gatch/Trendelenburg Mattress
6500-160-000	Base Storage Net Option
6500-128-000	H/E Storage Flat Option
6500-130-000	Pocketd Backrest Storage Pouch
6500-310-000	Patient Right 2 Stage IV Pole
6500-315-000	Patient Right 3 Stage IV Pole

PART #	PART DESCRIPTION
6500-700-017	F/E Oxygen Bottle Holder Opt.
6500-700-011	H/E Fowler Oxygen Bottle Holder
6085-700-003	Retractable Head End Oxygen Bottle Holder Kit
6500-700-003	Equipment Hook Option
6506-170-000	Defibrillator Platform Option
6086-602-010	Dual Wheel Lock Option

Upgrades



Steer-Lock



Knee Gatch



Base Storage Net



IV Pole



Head-End Storage Flat



Backrest Storage Pouch



Retractable Head End O2 Bottle Holder



Dual Wheel Locks



Foot-End O2 Bottle Holder



Head-End O2 Bottle Holder



Equipment Hook



Defibrillator Platform

Fastener compatibility

upgrade kit options

Already have a Power-PRO 6506/6500? Is it compatible with Power-LOAD or Performance-LOAD? If not, upgrade your Power-PRO to be compatible with your new fastener.

Power-LOAD compatibility



PART #	PART DESCRIPTION
6500-700-049	6500 Power-LOAD compatibility kit
6506-700-001	6506 Power-LOAD compatibility kit

Performance-LOAD compatibility



PART #	PART DESCRIPTION
6500-700-065	6500 Performance-LOAD compatibility kit
6506-700-002	6506/6516 Performance-LOAD compatibility kit

Dual compatibility (Power-LOAD and Performance-LOAD)



PART #	PART DESCRIPTION
6500-700-066	6500 Power-LOAD and Performance-LOAD compatibility kit
6500-700-014	6506 Power-LOAD and Performance-LOAD compatibility kit
6500-700-002	6516 Power-LOAD and Performance-LOAD compatibility kit

Aftermarket

accessories

If you need to add or replace an accessory for your cot, the following part numbers are AMR's most commonly ordered accessories.

Restraints

PART #	PART DESCRIPTION
6500-001-430	X-RESTRAINT PACKAGE
6500-002-030	G-RATED RESTRAINT PACKAGE
6082-260-010	EMS RESTRAINT PACKAGE
6091-300-010	PEDI-MATE RESTRAINT PACKAGE
6082-160-050	BELT EXTENSION UP TO 36
6250-001-018	POLYPROPLN RESTRAINT STRAP SET
6060-140-013	O2 BOTTLE RESTRAINT STRAP

Battery

PART #	PART DESCRIPTION
6500-033-000	SMRT BATTERY PACK OPTION
6500-700-041	SMRT POWER KIT-120V AC, DOM
6500-201-148	POWER SUPPLY, CHARGER
6500-034-000	SMRT CHARGER MOUNTING BRKT OPT

Mattress

PART #	PART DESCRIPTION
6550-001-084	KNEE GATCH BOLSTER MATTRESS
6500-002-150	KN GATCH BOLSTER MATT G RATED
6090-041-010	BOLSTER MATTRESS
6090-042-010	FLAT MATTRESS

Fastener related

PART #	PART DESCRIPTION
6500-001-027	IN-AMBULANCE SHUTOFF ASSY
6360-020-010	RAIL ASSEMBLY
6060-036-017	SAFETY HOOK, SHORT
6092-036-018	J-HOOK

Storage

PART #	PART DESCRIPTION
6500-160-000	BASE STORAGE NET OPTION
6500-130-000	BACKREST STORAGE POUCH OPTION
6500-128-000	H/E STORAGE FLAT OPTION

IV Pole

PART #	PART DESCRIPTION
6500-315-000	3 STAGE IV POLE PR OPTION
6500-310-000	2 STAGE IV POLE PR OPTION

Upgrade kits

PART #	PART DESCRIPTION
6506-700-002	6506/6516 PERF-LOAD UPGRD KIT
6500-700-065	6500 PERF-LOAD COMP UPGRD KIT
6500-700-049	6500 PWRLOAD COMP UPGRADE KIT

Fastener systems

Antler fasteners

Floor Mount Cot Fastener	6370-000-000
Wall Mount Cot Fastener	6371-000-000
Floor Mount w/ Dual plates Cot Fastener	6377-000-000

Performance-LOAD 6392

With floor plate and inductive charge	6392-000-001
With floor plate (no inductive charge)	6392-000-002
With inductive charging (No floor plate)	6392-000-003
No charge (no floor plate)	6392-000-004

Power-LOAD 6390

Power-LOAD	6390-000-000
------------	--------------

Fasteners compared

	Antler Fastener	Performance LOAD	Power-LOAD
Floor plate compatible	●	●	●
AMD 004 and KKK-A-1822F	●	●	●
Mass Casualty Capable	●	●	●
Battery Management (inductive charging)		●	●
Guided Load/Unload		●	●
SAE J3027 Crash Rating		●	●
Reduced cot drop		●	●
Removes safety hook from the equation			●
Zero Lifting			●
99% agree the system has made their job easier ¹			●
88% agree the system has helped them become more efficient ¹			●
85% agree the system has improved their on the job satisfaction ¹			●
98% agree they are satisfied with the system ¹			●
55.9% reduction in lost time due to injury ²			●
Up to 35% decrease in rating of perceived exertion compared to a manual cot and fastener ²			●



Universal floor plate

PART #	PART DESCRIPTION
6390-028-000	Universal floor plate

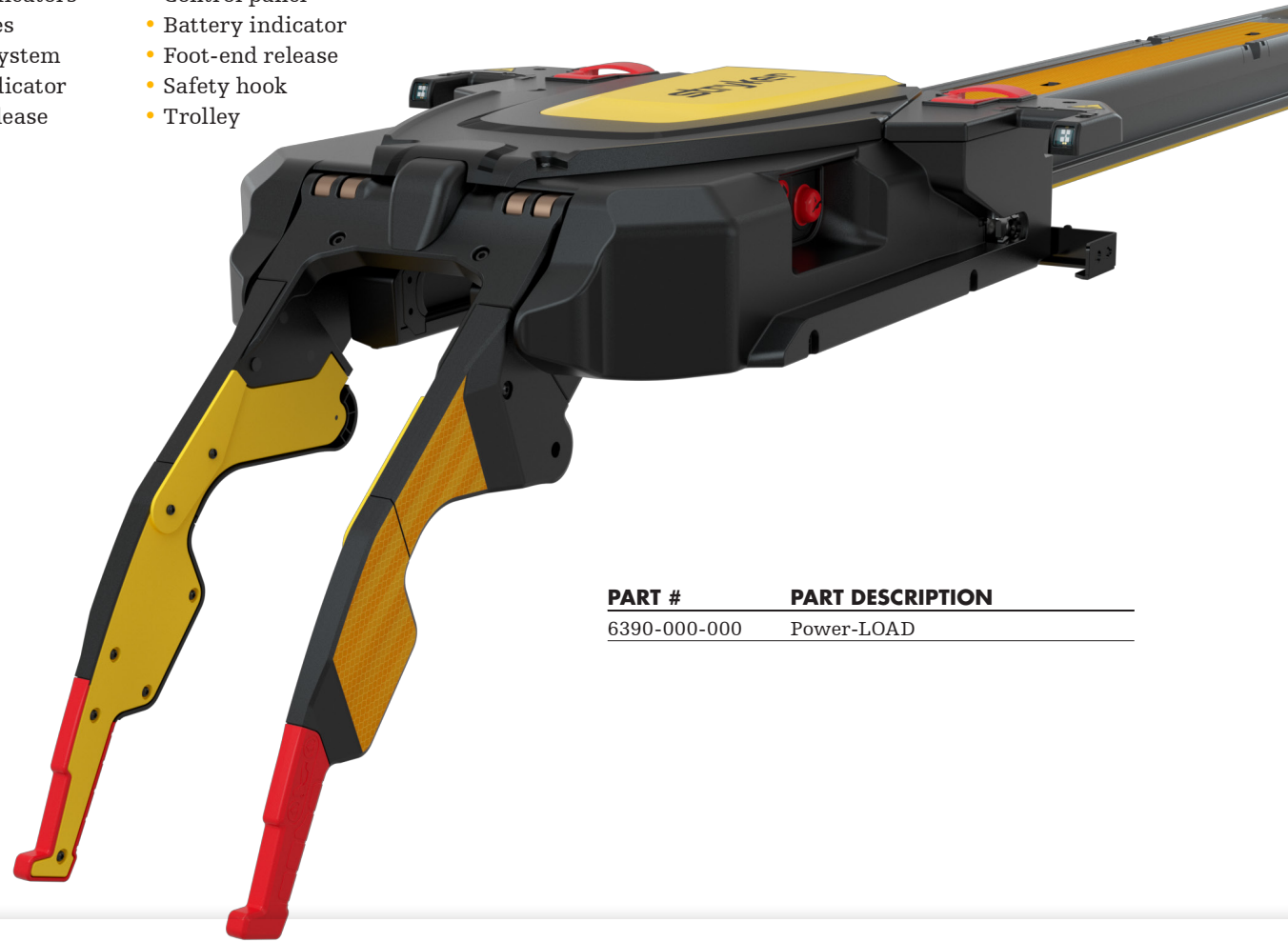
References:
 1. Stryker. (2015). Staff Satisfaction Survey [Case Study on Powered System]. Retrieved from: <http://ems.stryker.com> -includes "agree" and "strongly agree" responses
 2. Stryker. (2015). Health & Safety Focused-York Region Paramedic Services [Case Study on Powered System]. Retrieved from: <http://ems.stryker.com>

Power-LOAD

power-loading cot fastener system

Key features

- Lifting arms
- Head-end LED indicators
- Cot release handles
- Linear Transfer System
- Duplicate LED indicator
- Manual trolley release
- Inductive charging
- Control panel
- Battery indicator
- Foot-end release
- Safety hook
- Trolley



PART #	PART DESCRIPTION
6390-000-000	Power-LOAD

Power-LOAD cot compatibility

The Power-LOAD compatibility option is available for the Power-PRO XT, Power-PRO IT and Performance-PRO XT. Power-LOAD and Power-PRO XT with X-Restraints meet dynamic crash test standards for improved occupant safety* and will automatically charge the Power-PRO XT SMRT battery.



Power-PRO XT



Power-PRO IT



Performance-PRO XT

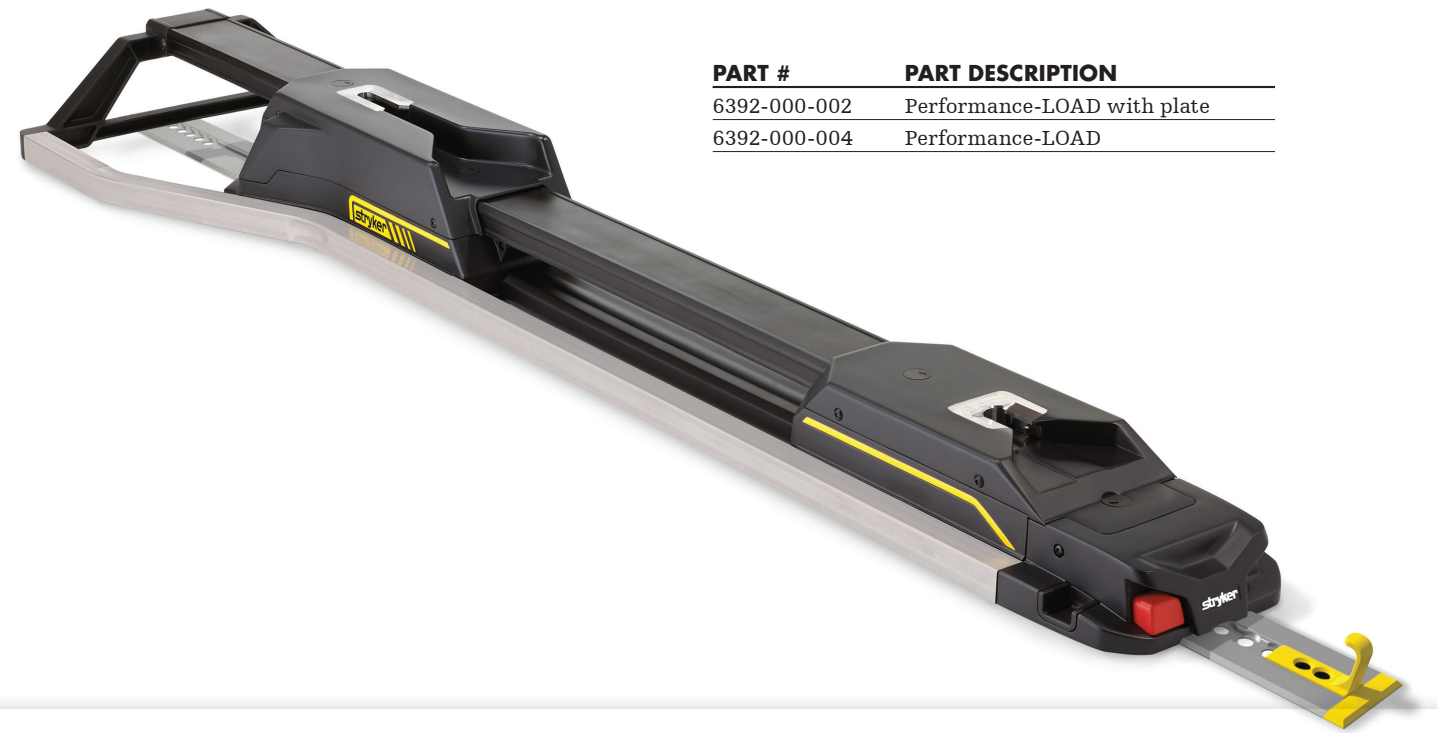
* Meets dynamic crash standards for Power-PRO XT (AS/NZS-4535 and BS EN-1789) and Performance-PRO XT (BS EN-1789).

Performance-LOAD

manual-loading cot fastener system

Key features

- Meets SAE J3027 dynamic crash test safety standards
- Guided loading and unloading support improves operator efficiency by reducing cot drift
- Strategically designed with the ability for future modification to support Stryker Power-LOAD® fastener system



PART #	PART DESCRIPTION
6392-000-002	Performance-LOAD with plate
6392-000-004	Performance-LOAD

Performance-LOAD Cot Compatibility

The Performance-LOAD compatibility option is available for the Power-PRO XT, Power-PRO IT and Performance-PRO XT. This system meets SAE J3027 crash test standards, improving occupant safety for Power-PRO XT and Performance-PRO XT cots. Optional inductive charging automatically charges Stryker SMRT™ batteries.



Power-PRO XT Ambulance Cot

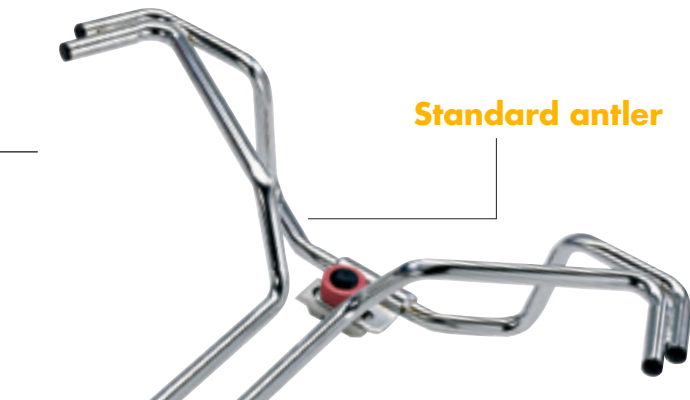


Performance-PRO XT Ambulance Cot



Power-PRO IT Ambulance Cot

Antler fasteners



Standard antler

Floor mount fastener - 6370

Comes with

- Standard antler
- Standard rail
- Hardware option



Wall mount fastener - 6371

Comes with

- Standard antler
- Standard rail
- Hardware option



PART #	PART DESCRIPTION
6360-020-000	Standard rail

Mass casualty

Power-LOAD mass casualty - 6391

Comes with

- Short rail (easy storage)
- Floor/wall mount assembly
- No antler



Wall mount assembly



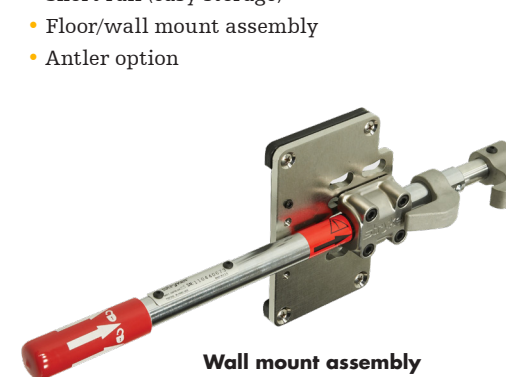
Floor mount assembly



Performance-LOAD mass casualty - 6393

Comes with

- Short rail (easy storage)
- Floor/wall mount assembly
- Antler option



Wall mount assembly



Floor mount assembly



Antler

AMR kits

Kit 1

Wall mount cot fastener - 6371

(Mounted on universal floor plate)

PART #	PART DESCRIPTION
6371-000-000	Wall mount cot fastener
6390-041-000	Hardware to install antler to universal floor plate
6360-020-000	Standard rail option
6390-700-001	Universal floor plate assembly kit only

Kit 2

Floor mount cot fastener - 6370

(Mounted on universal floor plate)

PART #	PART DESCRIPTION
6370-000-000	Floor mount cot fastener
6390-041-000	Hardware to install antler to universal floor plate
6360-020-000	Standard rail option
6390-700-001	Universal floor plate assembly kit only

Kit 3

Wall mount cot fastener - 6371

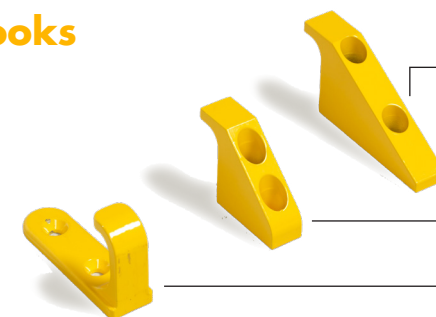
PART #	PART DESCRIPTION
6371-000-000	Wall mount cot fastener
6390-041-000	Hardware to install antler to universal floor plate
6360-020-000	Standard rail option

Kit 4

Floor mount cot fastener - 6370

PART #	PART DESCRIPTION
6370-000-000	Floor mount cot fastener
6390-041-000	Hardware to install antler to universal floor plate
6360-020-000	Standard rail option

Safety hooks



PART #	PART DESCRIPTION
6060-036-018	Long hook

PART #	PART DESCRIPTION
6060-036-017	Short hook

PART #	PART DESCRIPTION
6092-036-018	J hook

Stair-PRO[®]

stair chair

Key features

- Innovative Stair-TREAD system transports patients down stairs without lifting
- Upper control handle provides optimal operator visibility and control
- Handle length optimized for upstairs mobility
- Extendable foot-end lift handles

AMR
Stair Pro

Stair Pro	●
2 Piece ABS Panel Seat	●
Lower Lift Handle Option	●
Polyester Restraint (Metal Buckles)	●
Footrest Option	●
Head Support Option	●



Stair-PRO accessories



Foot Support



Head Support



Polyester Restraints (metal buckle)

PART #	PART DESCRIPTION
6252-000-000	Stair-PRO

SideKick[®]

Disinfecting Wipes

BOS 2023-06-07 p.486/624

Key features

- Broad-spectrum efficacy
 - Tuberculocidal
 - Bactericidal
 - Fungicidal
 - Virucidal
- 2-minute wet contact time
- Neutral pH of 7.6
- Alcohol quat formulation
- For use on many healthcare surfaces

PART #	PART DESCRIPTION
2060-000-001	Standard (6" x 10")
2060-000-002	Large (9" x 12")



2 minute
kill time

tuberculocidal, bactericidal,
virucidal and fungicidal

100% compatible¹
for use on Stryker's EMS cots, chairs and fasteners – guaranteed

1. Compatibility testing refers to the validation of Product surface materials performed by Stryker to not degrade, discolor or crack with exclusive use of SideKick for daily device cleaning and disinfection for the Product's stated expected life. Product refers to newly purchased beds, stretchers, patient support surfaces, furniture, and EMS cots, chairs and fasteners manufactured by and/or for Stryker.
*Subject to the terms of Stryker's SideKick guaranty agreement.

We've got you covered

ProCare® Services

At your service.

Every day, you count on your equipment to perform at its best. With ProCare Services, our people help ensure your equipment is ready to perform when it's needed and help make it easier to get the most from your investment. When an issue arises, we promise to help solve it quickly and correctly.

Our team is ready to help enhance the reliability and maximize the life of your equipment. ProCare isn't just a service program. It's a partnership you can count on to give you one less thing to worry about, and one more reason to feel confident you're doing all you can for your staff and patients.

Your Protect* contract includes:

- 2-hour call back time
- 24-72 hour repair turnaround**
- Stryker-trained service specialist
- Stryker OEM service parts
- Labor and travel expenses
- 1 annual preventative maintenance inspection
- Battery and battery charger servicing and replacement***

Contact us

- Dispatch your field service specialist
- Order Stryker original equipment manufacturer parts
- Get technical support for Stryker equipment
- View Stryker equipment manuals



Visit us at medservice.stryker.com

Call us at 1-800-STRYKER

My Stryker sales rep

Name _____

Email _____

Phone number _____

My Stryker ProCare Technician

Name _____

Email _____

Phone number _____

*This contract is customized specifically for AMR customers and is applicable for the following products: Power-PRO cots, Stair-PRO chairs, Bari cots, Performance-LOAD fasteners and Power-LOAD fasteners. **Based on the provisions of the service agreement and the location of the product. ***We will replace the batteries and chargers for Power-PRO cots upon failure only.

Stryker EMS, a division of the Stryker Corporation, offers one warranty option in the United States:

Two (2) year parts and labor. Stryker EMS warrants to the original purchaser that its products should be free from manufacturing non-conformances that affect product performance and customer satisfaction for a period of two (2) years after date of delivery. Stryker's obligation under this warranty is expressly limited to supplying replacement parts and labor for, or replacing, at its option, any product that is, in the sole discretion of Stryker, found to be defective. Expendable components, i.e. mattresses, restraints, I.V. poles, storage nets, storage pouches, oxygen straps, and other soft goods, have a one (1) year limited warranty.

The Stryker **Power-PRO™** XT is designed for a 7 year expected service life under normal use conditions, and with appropriate periodic maintenance as described in the maintenance manual. Stryker warrants to the original purchaser that the welds on the **Power-PRO™** XT will be free from structural defects for the expected 7 year life of the product as long as the original purchaser owns the product. Original purchasers will also obtain a three (3) year limited parts warranty for the X-frame components of the **Power-PRO™** cot and a three (3) year limited power train warranty covering the motor pump assembly and hydraulic cylinder assembly. Stryker's obligation under this three (3) year limited warranty is expressly limited to supplying replacement parts and labor for, or replacing, at its option, any part that is, in the sole discretion of Stryker, found to be defective.

SMRT™ Power Warranties. Stryker EMS warrants the **SMRT™** Charger for the same duration as the Stryker product for which it is furnished. All **SMRT™** Paks are warranted to be free from manufacturing non-conformances that affect product performance and customer satisfaction for a period of one (1) year.

Upon Stryker's request, purchaser shall return to Stryker's factory any product or part (freight prepaid by Stryker) for which an original purchaser makes a warranty claim.

Any improper use or alteration or repair by unauthorized service providers in such a manner as in Stryker's judgment affects the product materially and adversely, shall void this warranty. Any repair of Stryker products using parts not provided or authorized by Stryker shall void this warranty. No employee or representative of Stryker is authorized to change this warranty in any way.

This statement constitutes Stryker EMS's entire warranty with respect to the aforesaid equipment. STRYKER MAKES NO OTHER WARRANTY OR REPRESENTATION EITHER EXPRESSED OR IMPLIED, EXCEPT AS SET FORTH HEREIN. THERE IS NO WARRANTY OF MERCHANTABILITY AND THERE ARE NO WARRANTIES OF FITNESS FOR ANY PARTICULAR PURPOSE. IN NO EVENT SHALL STRYKER BE LIABLE HEREUNDER FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES ARISING FROM OR IN ANY MANNER RELATED TO SALES OR USE OF ANY SUCH EQUIPMENT.

STRYKER EMS RETURN POLICY

Cots, Stair Chairs, Evacuation Chairs, Cot Fasteners and Aftermarket Accessories may be returned up to 180 days of receipt if they meet the following guidelines:

Prior to 30 Days

- 30 day money back guarantee in effect
- Stryker EMS is responsible for all charges
- Returns will not be approved on modified items

Prior to 90 Days

- Product must be **unused, undamaged** and in the original packaging
- Customer is responsible for a 10% restocking fee

Prior to 180 Days

- Product must be **unused, undamaged** and in the original packaging
- Customer is responsible for a 25% restocking fee

RETURN AUTHORIZATION

Stryker customer service department must approve any merchandise return and will provide an authorization number to be printed on any returned merchandise. Stryker reserves the right to charge shipping and restocking fees on returned items. SPECIAL, MODIFIED, OR DISCONTINUED ITEMS NOT SUBJECT TO RETURN.

DAMAGED MERCHANDISE

ICC Regulations require that claims for damaged merchandise must be made with the carrier within fifteen (15) days of receipt of merchandise. DO NOT ACCEPT DAMAGED SHIPMENTS UNLESS SUCH DAMAGE IS NOTED ON THE DELIVERY RECEIPT AT THE TIME OF RECEIPT. Upon prompt notification, Stryker will file a freight claim with the appropriate carrier for damages incurred. Claim will be limited in amount to the actual replacement cost. In the event that this information is not received by Stryker within the fifteen (15) day period following the delivery of the merchandise, or the damage was not noted on the delivery receipt at the time of receipt, the customer will be responsible for payment of the original invoice in full.

Claims for any short shipment must be made within thirty (30) days of invoice.

INTERNATIONAL WARRANTY CLAUSE

This warranty reflects U.S. domestic policy. Warranty outside the U.S. may vary by country. Please contact your local Stryker Medical representative for additional information.

PATENT INFORMATION

The Stryker **Power-PRO™** XT cot is covered by one or more of the following patents:

United States	5,537,700	5,575,026	6,908,133	7,398,571	7,540,047
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Other patents pending

The Stryker **SMRT™** Power System is covered by one or more of the following patents:

United States	5,977,746	6,018,227
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Other patents pending



Zac Jordan
Sr. Manager – Brand Marketing
Stryker

Re: 2021 Power-PRO™ Cot sole source information

To whom it may concern,

Stryker certifies that we are the sole manufacturer of Stryker's Power-PRO XT Cot (Model 6506). This correspondence is to inform you of the characteristics of the Power-PRO Cot. These characteristics can be broken down into two primary categories: **qualifications** and **ease of use**.

Qualifications:

- IPX6: The system is tested to withstand powerful water jets.
- IEC 60601-1 and IEC 60601-1-2: The Power-PRO XT Cot conforms to industry standards for mechanical and electrical safety for medical electrical devices, as well as electromagnetic compatibility and immunity.
- BS EN-1789:2007, clause 4.5.9 when used with Power-LOAD Cot Fastener and X-Restraints: This is a European dynamic crash test which subjects a 50th percentile dummy to nominal 10g deceleration for a minimum of 50ms. Following the test there shall be no sharp edges.
- Meets SAE J3027 dynamic crash test safety standards when used with Power-LOAD/Performance-LOAD Cot Fastener and X-Restraints.

Ease of use:

- The cot has a weight capacity of 700 lb.
- When unloading with the manual release handle, the cot utilizes hydraulic dampening. Thus, the cot will not abruptly jar the operator or patient.
- The battery is placed at the foot end of the stretcher.
- The cot legs power-retract in 3.5 seconds which speeds load time.
- The cot provides a load height of 36" and is operator adjustable to match the deck height of individual ambulances.
- The foot-end of the cot provides lifting bars and operator controls at two different heights, thus providing optimal ergonomics to most operator heights.
- The foot end of the cot contains a large battery indicator light which displays amber or green which indicates battery level. A warning is given by a flashing amber light, providing the operator the time to change the battery before full depletion of power.
- The Model 6506 has 6" x 2" sealed casters and bearings.
- The cot features a foot end mounted hourly usage meter. This tool can be used to determine the timing of preventative maintenance checks.
- The cot features powder-coating of the aluminum frame (including the patient handling surfaces) and sealed caster bearings, thus reducing aluminum oxidation throughout the cot.
- The cot is power washable.

Please contact your Sales Representative for further information.

Stryker or its affiliated entities own, use, or have applied for the following trademarks or service marks: Performance-LOAD, Power-LOAD, Power-PRO, Stryker. All other trademarks are trademarks of their respective owners or holders.

The absence of a product, feature, or service name, or logo from this list does not constitute a waiver of Stryker's trademark or other intellectual property rights concerning that name or logo.

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Emergency Care

3800 E. Centre Avenue, Portage, MI 49002 USA | P +1 269 329 2100 | Toll-free +1 800 327 0770 | stryker.com

**Exhibit 3
VENDOR DATA SHEET**

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:
Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:
_____ Years _____ Months

4. Vendor Information:
FIN or FEI Number: _____ If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

I certify the accuracy of this information.

Signed: _____ Title: _____

Date: _____

PLEASE RETURN THIS PAGE

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission (“SCC”). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. ***PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.***

A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9) _____

Legal Name of Offeror/Bidder _____

Date _____

Authorized Signature _____

Print or Type Name and Title _____

PLEASE RETURN THIS PAGE

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and proposal to which this Certificate of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.1 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).

Respectfully submitted this _____ day of _____, 20____.

Complete if Bidder is an Entity:

WITNESS the following duly authorized signature and seal:

Name of Entity: _____
By: _____ (SEAL)
Signature
Print Name: _____
Print Title: _____

STATE OF _____
COUNTY/CITY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of _____ (month), _____ (year) by _____ (Print Name), _____ (Print Title) on behalf of _____ (Name of Entity).

_____ [SEAL]
Notary Public

My commission expires: _____
Notary registration number: _____

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB V

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Contract With Vision Government Solutions				
MOTION(s):	<p>I move the Board of Supervisors approve a Contract Addendum between the County of Fluvanna, the Commissioner of Revenue and Virginia, as Customer, and Vision Government Solutions, Inc. (Vision) and Stonewall Technologies, Inc. (Stonewall) which Addendum includes (i) approving the migration and conversion of the Commissioner’s assessment records from the County from Stonewall’s legacy product to the Vision CAMA software for a one-time fee of \$75,000.00; (ii) approving the related subscription, maintenance, web hosting and cloud annual reoccurring fees for the Vision CAMA software for a total of \$38,554.00 annually, subject to annual increases; and (iii) notifies the County that Vision has acquired Stonewall and that the prior Agreement with Stonewall is replaced by this Addendum; and further authorize the County Administrator to execute the Addendum subject to approval as to form by the County Attorney.</p>				
BOS 2 YEAR GOALS?	Yes	No	If yes, which goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				X	
STAFF CONTACT(S):	Eric Dahl, County Administrator				
PRESENTER(S):	Eric Dahl, County Administrator				
RECOMMENDATION:	Approve				
TIMING:	Immediate				
DISCUSSION:	<p>The Commissioner of Revenue is seeking to migrate from the computer assisted mass re-appraisal (CAMRA) Legacy Product, which is a real estate administration package. It was designed to give localities the ability to maintain all aspects of the local real estate property roll, including the administration and management of the entire general reassessment process. This product has been in place for over 20 years and is becoming end-of-life. The migration to Vision’s proprietary Vision 8 CAMA software, which is a Windows-based computer-aided mass appraisal (CAMA) software, is designed for real estate valuation including, cost and comparison sales, data maintenance, sales analysis, reporting and query, image display, and income capitalization.</p>				
FISCAL IMPACT:	<p>The board approved the One-Time Implementation Services Cost of \$75,000 in the FY24 CIP and \$38,554 in the FY24 Budget for Annual Software Subscription and Maintenance Services Fee, Annual Web Hosting Services and Annual Cloud Hosting Services.</p>				
POLICY IMPACT:	N/A				

LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	- Vision Government Solutions Contract				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X	X		X



Contract Addendum

This contract addendum (this “Contract Addendum”) is dated the ___ day of _____, 2023, and is entered into by and among Vision Government Solutions, Inc., a Massachusetts corporation (“Vision”); Stonewall Technologies, Inc. (f/k/a Mass Appraisal Systems, Inc.), a Virginia corporation (“Stonewall”); and the County of Fluvanna, Virginia, a political subdivision of the Commonwealth of Virginia, (the “County”) together with the Fluvanna County Commissioner of Revenue (the “Commissioner”). Collectively the County and the Commissioner are referred to herein as the “Customer”. Vision and Stonewall are referred to collectively as the “Vision Parties.” The “Addendum Effective Date” is the date Customer and Vision Parties have signed this Agreement. As used Vision, Stonewall, the County and the Commissioner are referred to as the “parties” or each as a “party.”

- A. Stonewall and County are party to that certain Software License Agreement dated March 26, 1996, (as such may have been amended from time to time to date, the “Agreement”) pursuant to which Vision provides to Customer its proprietary CAMRA software product (the “Legacy Product”).
- B. Vision has acquired ownership of Stonewall.
- C. The parties desire to migrate Customer from the Legacy Product to Vision’s proprietary Vision 8 CAMA software (the “Vision CAMA Software”) and upon completion of such migration, to assign the Agreement to Vision.

Now, therefore, for and in consideration of the mutual covenants and agreements herein contained, the sufficiency of which is hereby acknowledged, the parties covenant and agree as follows:

1. **Software Migration.** In consideration for the payment of the amounts set forth in Section 4 below, the Vision Parties shall perform Implementation Services to migrate Customer from the Legacy Product to the Vision CAMA Software pursuant to the terms of the Vision Implementation Services Agreement attached as Exhibit A (the “Vision Implementation Agreement”).
2. **Software Subscription.** Upon completion of the migration and subject to Customer’s payment of the amounts set forth in Section 4 below, Customer shall have a subscription to the Vision CAMA Software pursuant to the terms of the Vision Software Subscription Agreement attached as Exhibit B (the “Vision Subscription Agreement”).
3. **Sole Source Procurement.** The Customer requires a storage, hosting and maintenance of its assessment records and related services. Many of the Customer’s records are in a proprietary format that only Vision can fully convert and keep in an accessible format. For those reasons set forth in the sole source letter from Vision dated January 31, 2023, attached hereto as Exhibit C and incorporated herein by reference as a material part of this Contract Addendum, and upon a finding that there is only one source practically available for the services and that Vision’s fees for services are reasonable, the Customer is awarding this Contract to Vision as the only source practically available to provide the services described herein.
4. **Fees.** Consistent with Exhibits A and B hereto, the Customer shall pay the Vision Parties the amounts set forth below by the dates indicated:



GOVERNMENT SOLUTIONS

One-Time Implementation Services Fee	\$75,000	Net 45, Milestones enclosed in the Vision Implementation Agreement
Annual Software Subscription and Maintenance Services Fee	\$25,000/year	Net 45, Payable in advance upon the Conversion Date (defined below); and each anniversary thereof.
Optional Services: See Exhibit A1 – 2(a) Annual Web Hosting Services 2(b) Annual Cloud Hosting Services	\$4,554/year \$9,000/year	Net 45, Payable in advance upon the Conversion Date (defined below); and each anniversary thereof.

Vision shall submit an invoice to the County annually for the “Annual Software Subscription Fee” and Customer’ desired optional services as set forth above (together the “Annual Services” or the “Subscription Services”) beginning on the Conversion Date. Such Annual Services shall be billed annually in advance during the Term.

One-Time Implementation Fees can only be billed upon completion of the Milestones as set forth in the Vision Implementation Agreement.

Vision will be paid within forty-five (45) days of receipt of a valid invoice.

5. **Services.** All items provided and services rendered by Vision Parties under this Contact Addendum shall be done in a good and workmanlike manner and so as to pass without exception in the trade and in all ways consistent with the County’s General Terms, as defined below. The County’s General Terms, Conditions and Instructions to Bidders and Contractors (the “County’s General Terms”) are attached hereto and incorporated by reference as **Exhibit D** as material provisions of this Contract. This Contract Addendum and the County’s General Terms shall be read together whenever possible, however should a conflict arise between the provisions of this Contract Addendum and the County’s General Terms and Conditions, this Contract Addendum shall control.

6. **Term and Renewals.**

- a. This Contract Addendum is effective as of the Addendum Effective Date
- b. The initial term of this Annual Services shall be one year beginning on the Conversion Date at 12:01 a.m. and continuing for one full calendar year (the “Initial Term”). The Customer and Vision will document the Conversion Date (as defined below) in writing. This Contract Addendum shall renew at the option of the Customer in the Customer’s sole discretion for ten (10) additional one-year terms thereafter (each a “Renewal Term”). The annual subscription, maintenance, hosting and cloud services under this Contract Addendum shall renew automatically annually during the



GOVERNMENT SOLUTIONS

Initial Renewal. The Customer may decline to renew this Contract during the Initial Renewal by notifying Vision in writing of its intent not to renew within 30 days of the start of the next renewal year. The “Term” of this Contract Addendum includes the Initial Renewal term as and if exercised. **The Conversion Date and Go-Live is anticipated to be no later than _____, 2024.**

- c. The Initial Fee shall be fixed as set forth in this Schedule for the Initial Term. However, the annual fees for any Renewal Term (“Renewal Fee”) after the first shall be as determined by Vision, which shall give Customer notice thereof not less than sixty (60) days prior to the expiration of the then-current Renewal Term.
- d. Any Renewal Fee hereunder shall be due and payable in full not later than two (2) business days prior to the commencement of such Renewal Term.
- e. Vision represents and warrants during the Term, including the initial term, and during the Initial Renewal, that the statements made in its sole source justification letter attached as Exhibit C are still true and correct and that no other source is practically available which can perform the services as stated therein. If such representation has changed or is no longer appropriate, then Vision within thirty (30) days or sooner if possible, shall notify the Customer in writing. If Vision believes that the sole source justification has only changed, it shall send a new written sole source justification letter for review and approval by the Customer. If a sole source justification is no longer appropriate in the Customer’s sole judgment for any reason, then this Contract Addendum shall either terminate for cause owing to Vision’s breach (i) at the end of the current annual term (including any renewal term) or (ii) immediately upon notice to Vision of termination, in the Customer’s option.

7. Effect of Migration. Upon completion of the Implementation Services, as defined in the Vision Implementation Agreement, (the “Conversion Date”):

- a. (i) Stonewall hereby assigns to Vision, without reservation, all of Stonewall’s right, title and interest in and to the Agreement; (ii) Vision hereby assumes all obligations of Stonewall under the Agreement; and (iii) Customer hereby consents to such assignment and assumption;
- b. The parties agree that terms of this Contract Addendum together with the exhibits hereto restate and replace the Agreement, and that the Agreement shall be replaced in its entirety with this Contract Addendum and the exhibits hereto and shall otherwise be of no further effect (except with respect to those obligations relating to the Legacy Product that are intended, by their nature or context, to survive termination or expiration of the Agreement);
- c. Except as may be specifically provided for by this Contract Addendum, the Vision Parties’ obligations to provide, maintain, offer, and/or support the Legacy Product shall immediately cease;
- d. Customer’s obligation to pay fees for access to, or use, maintenance, or support of the Legacy Product shall immediately cease (except for any payment obligations accruing prior to the Conversion Date which relate to services actually rendered prior to the Conversion Date. Any annual fees shall be prorated to the Conversion Date.);
- e. Any amounts prepaid by Customer for access to, or use, maintenance, or support of, the Legacy Product for the period falling beyond the Conversion Date shall be credited toward the Annual



GOVERNMENT SOLUTIONS

Software Subscription Fee for the Vision CAMA Software and shown as a credit by Vision on any invoice under this Contract Addendum; and

- f. the Subscription Period for the Vision CAMA Software will commence.
8. **Counterparts.** This Contract Addendum may be executed in counterparts by each party and delivered by electronic transmission, and such execution and delivery shall be legally binding on the parties to the same extent as if original signatures in ink were delivered in person.
 9. **Exhibits.**
 - a. Exhibit A - Vision Implementation Agreement - CAMA Software Implementation Agreement;
 - i. Exhibit A1 – CAMA Implementation Order
 - ii. Exhibit A2 – Project Schedule (CAMA Implementation)
 - iii. Exhibit A3 – Hardware Specifications
 - b. Exhibit B - Vision Subscription Agreement;
 - i. CAMA Order;
 - c. Exhibit C - Sole Source Letter;
 - d. Exhibit D – Fluvanna County’s General Terms, Conditions and Instructions to Bidders and Contractors; and
 - e. Exhibit E - Required Forms. Vendor shall complete and return all required forms with its signed Contract Addendum.
 10. **Contract Addendum Controls.** This Contract Addendum supersedes all prior arrangements and understandings between the parties, both written and oral, with respect to its subject matter. Except as specifically set forth herein, this Contract Addendum replaces the Agreement. The Customer and the Vision Parties agree that the Agreement shall terminate and be of no further force or effect except as specifically set forth herein as of the Conversion Date.
 11. **Miscellaneous.** The headings of the sections of this Contract are inserted for convenience only and do not alter or amend the provisions hereof. A word importing the masculine or neuter gender only may extend and be applied to females and to corporations as well as males, and vice versa. A word importing the singular number only may extend and be applied to several persons or things as well as to one person or thing; and a word importing the plural number only may extend and be applied to one person or thing, as well as to several persons or things. This Contract may be executed in duplicate originals, any of which shall be equally authentic. All Notices made under this agreement shall be made consistent with the County’s General Terms (see Section 66) to the addresses for notice set forth below in the signature blocks of the parties.

[Signature page to follow.]



IN WITNESS WHEREOF, the duly authorized representatives of the Parties hereto have hereunto set their hands and seals as of their respective dates written below.

County

Fluvanna County
132 Main Street
Palmyra, VA 22963

Vision Government Solutions, Inc.:

1 Cabot Road, Suite 100
Hudson, MA
01749

Signature:

Signature:

By:

By:

Title:

Title:

Date:

Date:

Commissioner:

Fluvanna County Commissioner of Revenue
34 Palmyra Way
Palmyra, VA 22963

Stonewall Technologies, Inc.

ATTN: Vision Government Solutions
104 Industry Way
Staunton, VA
24401

Signature:

Signature:

By:

By:

Title:

Title:

Date:

Date:

Approved as to form:

Fluvanna County Attorney



Exhibit A
Vision Implementation Agreement

CAMA SOFTWARE IMPLEMENTATION AGREEMENT

This **CAMA Software Implementation Agreement** (this “**Agreement**”) is a part of and attached to that Contract Addendum and effective as of the Addendum Effective Date (the “**Effective Date**”) and is entered into between **VISION GOVERNMENT SOLUTIONS, INC.**, a Massachusetts corporation with its principal place of business at 1 Cabot Road, Hudson, Massachusetts 01749 (“**Vision**”) and Fluvanna County, Virginia a political subdivision of the Commonwealth of Virginia, (the “**County**”) together with the Fluvanna County Commissioner of Revenue (the “**Commissioner**”) (together the County and Commissioner are referred to herein as “**Customer**”). Vision and Customer may be collectively referred to as “**Parties**” or individually as a “**Party**”. This Agreement establishes the terms pursuant to which Vision will provide Implementation Services, as defined herein, relating to its Software and Software Services. All capitalized terms used herein shall have the same meaning as in that Contract Addendum to which this Agreement is attached unless the context requires otherwise.

Vision and Customer agree as follows:

1. DEFINITIONS.

1.1 “Confidential Information” as used in this Agreement means all information consistent with the fulfillment of this agreement of Vision that is (i) a trade secret or proprietary information under Virginia Code Section 2.2-4342; AND (ii) disclosed under this Agreement in oral, written, graphic, machine recognizable, and/or sample form, being clearly designated, labeled or marked as confidential or its equivalent or obtained by examination, testing or analysis of any hardware, software or any component part thereof provided by discloser to recipient. Confidential information that is disclosed orally must be identified as confidential at the time of disclosure and confirmed by the discloser by submitting a written document to the recipient within thirty (30) days after such disclosure. The written document must contain the information required by Virginia Code Section 2.2-4342(F) including, but not limited to, a summary of the Confidential Information disclosed with enough specificity for identification purposes, must be labeled or marked as confidential or its equivalent and must state the reason the protection is necessary. Notwithstanding the foregoing, Confidential information does not include: (i) publicly available information; (ii) information that a Party received from a third-party source that as between such Party and the third Party was not considered confidential information; or (iii) any information properly subject to disclosure under a competent court order or freedom of information act request. The provisions as to confidential information of Customer are set forth in section 37 of the County’s General Terms and apply as to the Customer’s confidential information and “Confidential Information” of the Customer as used herein shall mean confidential information of the County or Commissioner as such is defined by the County’s General Terms.

1.2 “Customer Data” means information, data, and other content, in any form or medium, that is provided or made available by Customer to Vision in connection with Customer’s receipt of Software Services. Customer Data does not include Usage Data.

1.3 “Defect” shall mean reproducible errors in the Software Services which prevent the Software Services from performing in all material respects in accordance with the Documentation, when operated in the proper environment and used in accordance with all applicable instructions. For clarification, the parties agree that the Software must conform in all material respects with the Documentation, and if it does not comply in any material way then there is a defect (i.e. an issue that cause one material aspect of the Software not to conform to the Documentation is a Defect).



1.4 “Documentation” means the user manuals, handbooks, and guides relating to the Implementation Services published by Vision and provided to Customer in connection with the Implementation Services.

1.5 “Implementation Services” means those installation and implementation services to be provided by Vision as set forth in the Implementation SOW.

1.6 “Implementation SOW” means the statement of work attached hereto as Exhibits A1 and A2, outlining the Implementation Services to be provided under this Agreement together with all equipment, software, hardware and related items and all services and work including without limitation all installation, training, implementation, and migration, to be performed under this Agreement.

1.7 “Software” means Vision’s proprietary software product identified in the Implementation SOW.

1.8 “Software Services” means the access provided by Vision to Customer to the Software as described in the Implementation SOW. The Software Services may include access to Vision’s Software installed locally (“**Installed Software**”).

1.9 “Vision Cloud Server(s)” shall mean any server that is owned or licensed to Vision and made available by Vision in connection with the Software Services.

2. IMPLEMENTATION SERVICES. Vision shall provide Customer with those Implementation Services set forth in the Implementation SOW. Customer shall provide Vision with reasonable assistance and cooperation regarding the Vision’s provision of the Implementation Services.

3. CUSTOMER OBLIGATIONS. To the extent that Vision requires access to Customer’s premises in order to perform the Implementation Services, Customer shall provide (a) (i) media, (ii) supplies, (iii) data, the use of hardware and/or other equipment, (iv) other software, communications facilities, and (v) other materials (other than tools) required to for the Implementation Services; (b) reasonable secure storage for such Customer-provided materials; (c) reasonable secure storage for such equipment and tools as Vision elects to store at Customer’s premises. With respect to Implementation Services for Installed Software, Customer shall ensure that the environment, space, and access to and availability of power comply, at all times, with Vision’s minimum space and suitability requirements. The parties agree that the Hardware Specifications are attached hereto as Exhibit A3, for up to 12 users and 16,234 parcels (which is a current estimate and is subject to increase).

4. TERM; TERMINATION.

4.1 Term. The term of this Agreement (the “**Term**”) shall begin on the Effective Date and shall continue until Vision completes Implementation Services (the “**Implementation Period**”).

4.2 Termination. Either Party may terminate this Agreement if the other Party breaches any material provision of this Agreement and does not cure such breach within fifteen (15) business days after receiving written notice thereof unless otherwise provided. The date on which this Agreement terminates is the “**Termination Date.**” This is in addition to any other rights of termination the Customer may have pursuant to the Contract Addendum or any exhibit thereto.

4.3 Effects of Termination. Upon termination or expiration of this Agreement for any reason, (a) any amounts owed to Vision under this Agreement before such termination or expiration will be immediately due and payable; (b) all rights, including license rights, granted by Vision to Customer in this Agreement will immediately cease to exist; (c) Customer must discontinue all use of the Software Services; and (d) Customer must erase all copies of the Installed Software from Customer’s computers or systems, and return to Vision or destroy all copies of the Installed Software. At Vision’s request, Customer shall certify in writing that it has erased all copies of the Installed Software from Customer’s systems. Any prepayments for services for a period after the termination date shall be prorated and refunded to Customer by Vision within thirty (30) days of termination. Vision further agrees



to assist with the transition of the Customer's data to a new system upon termination of this Agreement at no cost if the termination by Customer is a for-cause termination owing to a default(s) of Vision and at its current rates if the termination by the Customer is not owing to the fault of the Vision if so requested by the Customer in writing.

4.4 Survival. The termination of this Agreement shall be without prejudice to any rights of either Party against the other, and such termination shall not relieve either Party of any of its obligations to the other existing at the time of termination including the Customer's obligation to pay any fees due. Upon termination of the Terms, any provision, which, by its nature or express terms should survive, will survive such termination or expiration.

5. FEES AND PAYMENT.

5.1 Fees. Customer will pay to Vision the fees set forth in the Implementation SOW ("**Fees**") for the Implementation Services.

5.2 Payment Terms. The amounts and payment schedule for the Fees shall be set forth in the Implementation SOW. Customer shall pay all Fees within forty-five (45) days of Customer's receipt of the applicable invoice from Vision. All payments must be made in U.S. dollars. Customer is a tax-exempt public body; tax-exempt certificate is available upon request from Vision made to Customer.

5.3 Suspension. Vision reserves the right (in addition to any other rights or remedies Vision may have) to suspend or discontinue the Implementation Services if any Fees are more than thirty (30) days overdue until such amounts are paid in full.

5.4 Reimbursement; Expenses. The Parties agree that the One-Time Fee for Implementation Services includes any and all reimbursable expenses, including but not limited to expenses for travel, meals, lodging and parts.

6. CONFIDENTIALITY.

6.1 Protection. The Party receiving Confidential Information ("**Receiving Party**") from the other Party ("**Disclosing Party**") will not use any Confidential Information of the Disclosing Party for any purpose not expressly permitted by this Agreement, and will disclose the Confidential Information of the Disclosing Party only to the employees or contractors of the Receiving Party who have a need to know such Confidential Information for purposes of this Agreement and who are under a duty of confidentiality no less restrictive than the Receiving Party's duty hereunder. The Receiving Party will protect the Disclosing Party's Confidential Information from unauthorized use, access, or disclosure in the same manner as the Receiving Party protects its own confidential or proprietary information of a similar nature and with no less than reasonable care.

6.2 Exceptions. The Receiving Party's obligations under Section 6.1 above with respect to any Confidential Information of the Disclosing Party will terminate if and when the Receiving Party can document that such information: (a) was already lawfully known to the Receiving Party at the time of disclosure by the Disclosing Party; (b) is disclosed to the Receiving Party by a third party who had the right to make such disclosure without any confidentiality restrictions; (c) is, or through no fault of the Receiving Party has become, generally available to the public; or (d) is independently developed by the Receiving Party without access to, or use of, the Disclosing Party's Confidential Information. In addition, the Receiving Party may disclose Confidential Information of the Disclosing Party to the extent that such disclosure is: (i) approved in writing by the Disclosing Party, (ii) necessary for the Receiving Party to enforce its rights under this Agreement in connection with a legal proceeding; or (iii) required by law or by the order of a court or similar judicial or administrative body, provided that the Receiving Party notifies the Disclosing Party of such required disclosure in writing prior to making such disclosure and cooperates with the Disclosing Party, at the Disclosing Party's reasonable request and expense, in any lawful action to contest or limit the scope of such required disclosure.



VISION
GOVERNMENT SOLUTIONS

6.3 Return of Information. Except as otherwise expressly provided in this Agreement, the Receiving Party will return to the Disclosing Party or destroy all Confidential Information of the Disclosing Party in the Receiving Party's possession or control, and permanently erase all electronic copies of such Confidential Information, promptly upon the written request of the Disclosing Party; provided that Receiving Party shall not be required to destroy electronic records or files that have been created pursuant to Receiving Party's automatic archiving and back-up procedures and the removal of which is not technically practical.

6.4 Injunctive Relief. Each Party acknowledges that a breach or threatened breach of this Section 6 would cause irreparable harm to the non-breaching Party, the extent of which would be difficult to ascertain. Accordingly, each Party agrees that, in addition to any other remedies to which a Party may be legally entitled, the non-breaching Party shall have the right to seek immediate injunctive or other equitable relief in the event of a breach of this Section 6 by the other Party or any of its employees or agents.

7. PROPRIETARY RIGHTS; RESTRICTIONS ON USE. The Software, Software Services (including any updates or enhancements thereto), the look and feel and layout of any deliverables generated in connection with the Software Services, and all worldwide intellectual property rights therein, are the exclusive property of Vision and its licensors. All rights in and to the Software Services not expressly granted to Customer in this Agreement are reserved by Vision. No intellectual property rights are transferred pursuant to this Agreement.

8. WARRANTY; DISCLAIMER.

8.1 Performance Warranty.

(a) Vision warrants that (i) it will provide all Implementation Services in a professional and workmanlike manner in accordance with this Agreement; (ii) it shall comply with all applicable laws and regulations in its provision of the Implementation Services provided herein; (iii) it is duly organized and is validly existing and in good standing under the laws of a state of the United States; (iv) it knows of no reason why it cannot provide the Implementation Services provided for herein; and (v) that Customer may use the Software Services for Customer's intended uses thereof, as specifically set out in this Agreement, the Contract Addendum and its Exhibits. Further, Customer shall only be responsible for abiding by Software license agreements and standards actually delivered to Customer in writing in advance of the first use of the Software by the Customer.

(b) For any breach of this warranty, Vision will, at its own expense and as its sole obligation and Customer's sole remedy, use commercially reasonable efforts to reperform the Implementation Services giving rise to the breach which are reported to Vision by Customer in writing during the Term.

8.2 Disclaimer. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS CONTRACT ADDENDUM, VISION DISCLAIMS, AND CUSTOMER WAIVES, ALL OTHER WARRANTIES RELATED TO THE SOFTWARE SERVICES, WHETHER STATUTORY, EXPRESS, OR IMPLIED, INCLUDING BUT NOT LIMITED TO INCLUDING ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, NON-INFRINGEMENT AND ANY WARRANTIES ARISING FROM COURSE OF DEALING OR COURSE OF PERFORMANCE.

9. LIMITATION OF LIABILITY. EXCEPT FOR VISION'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, IN NO EVENT WILL VISION BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY, SPECIAL, OR INCIDENTAL DAMAGES, INCLUDING ANY LOST DATA AND LOST PROFITS, ARISING FROM OR RELATING TO THIS AGREEMENT EVEN IF VISION HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. VISION'S TOTAL CUMULATIVE LIABILITY



GOVERNMENT SOLUTIONS

IN CONNECTION WITH THIS AGREEMENT OR THE IMPLEMENTATION SERVICES, WHETHER IN CONTRACT OR TORT OR OTHERWISE, WILL NOT EXCEED THE AMOUNT OF FEES PAID TO VISION HEREUNDER THE REPRESENTATIONS AND WARRANTIES MADE IN THIS AGREEMENT EXTEND ONLY TO CUSTOMER AND ITS PERMITTED SUCCESSORS AND ASSIGNS. ANY ACTION AGAINST EITHER PARTY NOT BROUGHT WITHIN SIX (6) MONTHS AFTER THE CAUSE OF ACTION ACCRUES OR ARISES SHALL BE DEEMED BARRED. Nothing herein is a waiver of the Customer's sovereign immunity.

10. GENERAL.

10.1 Non-Exclusive. This Agreement shall not be construed to limit or prohibit Vision in any manner or fashion in providing products and/or services of any type or nature, including those identical to the Implementation Services, to any other customer in its sole discretion.

10.2 Assignment. Neither Party may assign or transfer, by operation of law or otherwise, any of its rights under this Agreement (including the license rights granted to Customer to access the Software Services) to any third party without the other Party's prior written consent, which consent shall not be unreasonably withheld or delayed. Notwithstanding the foregoing, either Party may, without the other Party's consent, assign its rights and obligations under this Agreement to a parent, affiliate, or subsidiary, or to a successor in connection with a merger, acquisition, or sale of all or substantially all of its assets to which this Agreement relates. Any attempted assignment of this Agreement not in accordance with this subsection shall be null and void.

10.3 Publicity. Customer agrees that Vision may use its name and logos in Vision's promotional materials and client lists if consented to in advance in writing by Customer on a case by case basis. Such consent may be withheld by Customer in its sole discretion.

10.4 Relationship of Parties. The relationship of the Parties established under this Agreement is that of independent contractors and neither Party is a partner, employee, agent, or joint venture partner of or with the other, and neither Party has the right or authority to assume or create any obligation on behalf of the other Party.

10.5 Force Majeure. Except for any payment obligations, neither Party shall be liable hereunder by reason of any failure or delay in the performance of its obligations hereunder for any cause which is beyond the reasonable control of such Party.

10.6 Notices. All notices, consents, and approvals under this Agreement may be delivered by Vision to Customer to the addresses (including email) provided in the Implementation SOW. All notices, consents, and approvals under this Agreement must be delivered by Customer to Vision to accounting@vgsi.com. Either Party may change its email address for notice by giving notice of the new email address to the other Party. Customer's address for notice is: Fluvanna County, County Administrator, 132 Main Street, Palmyra, VA 22963; with a copy to Fluvanna County Attorney, 414 East Jefferson Street, Charlottesville, VA 22902.

10.7 Governing Law and Venue. This Agreement will be governed by and interpreted in accordance with the laws of Virginia, without reference to its choice of laws rules. Section 34 of the County's General Terms applies.

10.8 Waivers. All waivers must be in writing. Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion.

10.9 Severability. If any provision of this Agreement is unenforceable, such provision will be changed and interpreted to accomplish the objectives of such provision to the greatest extent possible under applicable law and the remaining provisions will continue in full force and effect.



GOVERNMENT SOLUTIONS

10.10 Entire Agreement. The Contract Addendum and all exhibits thereto, including the County's General Terms and this Agreement and the Implementation SOW constitutes the entire agreement between the Parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, and communication, whether written or oral regarding such subject matter. No terms and conditions proposed by either Party that are not included in the Agreement shall be binding on the other Party unless accepted in writing by both Parties, and each Party hereby objects to and rejects all terms and conditions not so accepted. To the extent of any conflict between the provisions of this Agreement and the provisions of the Implementation SOW, the provisions of the Implementation SOW shall govern, provided that the Implementation SOW specifies the applicable provisions in this Agreement that it intends to modify. This Agreement may be executed in counterparts. No amendment to this Agreement will be effective unless in writing and signed by the Party to be charged.


VISION
 GOVERNMENT SOLUTIONS
Exhibit A1
CAMA Implementation Order

Customer Information	
Name	Fluvanna County, Virginia
Address	34 Palmyra Way Palmyra, VA 22963
Software Services	
Description of Licensed Software	Vision 8 CAMA Software
Scope of Services	<input checked="" type="checkbox"/> Implementation Services (One-Time Fee) One-Time Fee: \$75,000
Payment Schedule	Implementation Services Fee Due Date: (a) 25% due upon signing (b) 25% due upon installation of beta conversion (c) 25% due upon installation of revised beta conversion (d) 25% due upon live database conversion and final completion (*Vision may invoice for final completion before two (2) the banked days of training to be used sometime after Go-Live)

Other Terms

1. Parcel Count.

The above Fees are based on a parcel count of 16,234. If this parcel count increases by more than 1,000, Fees may be subject to change.

2. Optional Services.

Within one hundred and twenty (120) days of the signing of this Agreement, and for the additional fees listed with each item below, the Customer may elect to add the following optional services. The fees for these optional services are subject to change. [Client has opted for the *** services below at this time]

- | | |
|---|---------------------------|
| a. Web Hosting Services*** | \$4,554 / year |
| b. Cloud Hosting Services*** | \$9,000/ year |
| c. MobileAssessor Software Module
(partner vendor) | Priced upon scoping |
| d. Additional Historical Databases | \$12,500 / year converted |
| e. Customization of COTS Software | Priced upon scoping |



VISION
GOVERNMENT SOLUTIONS

f. Manual Data Entry of Sketches <i>(if data not available in format specified below)</i>	\$4.25 / parcel
g. Additional User Training	\$1,400 / day
h. Additional Value Calibration / Appraisal Consulting Services	Priced upon scoping
i. Data Clean-Up Services	Priced upon scoping
j. Custom Imports, Exports, or Reports	Priced upon scoping
k. Custom Property Record Card Template	\$2,500 / each
l. Two-week extension due to Customer Delay	\$4,500 / each

3. Project Management.

- a. Vision will assign specific personnel to oversee implementation of the Software, and to act as the primary point-of-contact on behalf of Vision to communicate with the Customer.
- b. Customer will assign a primary point-of-contact to work with Vision's Project Manager throughout the project. We request that the primary point-of-contact aims to respond to Vision inquiries within 48 hours in order to keep project schedule on track. The Customer's primary point of contact for day-to-day matters on this project is Mel Sheridan whose email address is msheridan@fluvannacounty.org; however, such person has no authority on behalf of the Customer to amend or modify the Contract Addendum or any exhibit hereto. The Customer may change its primary point of contact upon written notice to Vision at any time.
- c. Vision will provide basic analysis of the Customer's requirements in comparison with the Software to identify gaps in functionality and guide the initial configuration of the Software. Vision has no duty to provide any analysis of the Customer's business processes; however, Vision may provide suggestions to Customer with regard to the Customer's business processes as Vision performs its work.
- d. Vision and Customer will identify a mutually agreeable schedule for regular project status check-ins to share information and feedback in the spirit of adhering to the scheduled milestones outlined in Exhibit A2.
- e. Decisions made or approvals granted by Customer's primary point-of-contact will be maintained in the event of a change in primary point-of-contact, with the goal of eliminating re-work.
- f. Necessary travel and related incidental expenses are included in the flat One-Time Fee Implementation Costs.
- g. Customer will use its best efforts to adhere to its milestones as set forth in Project Schedule provided in Exhibit A2. If scheduled milestones are missed by more than one (1) week due to delays caused by Customer, the project will be extended by the time period caused by the delay and Vision reserves the right to modify the dates of any subsequent milestones and increase the pricing of the project accordingly.

4. Installation.



GOVERNMENT SOLUTIONS

- a. Vision will install the Vision 8 Software on a County Server. Vision has provided the Vision 8 Hardware and Software Specifications document to Customer. Customer is responsible for preparing an adequate environment to install Vision 8.

5. Conversion Services.

- a. Vision will convert the following data from the Customer's legacy software:
 - i. For the database containing information from the current year and up to 2 historical years, Vision will convert names, addresses, property characteristics and sketches for residential and commercial properties.
 - ii. For the remaining years as are stored in the Customer's legacy CAMA software, Vision will convert assessment history and ownership transfer history.
 - iii. **In addition, for all years and data stored on or accessed using the Customer's Legacy Product software, Vision will assist the Customer in creating a back-up of all data and years in a format that can be used, read, retrieved and accessed by the Customer, assuming Customer can provide the appropriate hardware to read the back-up file.**
- b. Customer agrees to comply with following requirements to facilitate the conversion process. Customer's failure to comply may result in an adjustment to the timing of deliverables or incur additional cost:
 - i. Upon Vision's request, Customer will provide to Vision the Customer's data dictionary (i) in an ASCII file format along with an unambiguous file layout for sketches, (ii) as database files in Oracle or SQL format, or (iii) in any other manner acceptable to Vision.
 - ii. For sketches, the Customer must provide sketch data in a non-proprietary traverse format which shows "pen" movements for each sketch shape, and also links each shape to its associated sketch label. The data shall also include pointers from which Vision can derive the spatial relationship between shapes. It is the Customer's responsibility to provide the sketch data in a format that the Software can read or understand, or easily electronically convert. This may require the Customer to seek assistance from the legacy system vendor. Vision is not responsible for any fees charged by the legacy sketch vendor for extraction of sketch files.
 - iii. Prior to the commencement of conversion services, Customer will deliver a complete set of data files to Vision by internet file transfer protocol (FTP). Vision charges an additional fee on a time-and-material basis for any Customer data which Vision needs to pull from the Customer. A complete data set includes all files, sketches, photos and associated documents.
 - iv. Vision will perform two beta and one live electronic conversion of Customer's real estate file. Any changes made to the legacy system after the live electronic data is submitted to Vision are the Customer's responsibility. Only a live conversion will be



GOVERNMENT SOLUTIONS

completed on historical real estate files. It is Customer's responsibility to provide the live electronic database in the same format as the beta database supplied during the beta conversion.

- v. Customer will run a full recalculation of each database prior to installation. All errors reported in the recalc error log are to be corrected prior to delivery of files to Vision.
 - vi. Parcels which encounter a value change will be placed on "value override" within the Software.
 - vii. Customer is responsible for the quality of the data it provides to Vision. Incomplete files, erroneous data, or data which is otherwise unsatisfactory for conversion which leads to rework by Vision will be an additional charge and may also impact the project timeline.
 - viii. Customer will provide consistent parcel information. Vision will notify Customer of any discrepancies found and will make a reasonable attempt to correct errors, where feasible. Vision will provide a list to Customer of any uncorrected data that is incomplete or contradictory.
 - ix. For data conversion of multi-year databases, the same schema data layout, code tables and data content that existed for the current year database conversion must exist in the same format in all the prior year history databases to be converted. Historical conversions assume re-use of primary conversion routines developed to convert the live Customer data. Vision reserves the right to revisit pricing and/or conversion timing of historical databases should their structure warrant significant changes to the primary conversion routines.
- c. Vision agrees to commence installation and data conversion according to a mutually agreed upon timeline between the Parties. Both Vision and Customer understand and agree that any predetermined dates and/or schedules as they relate to the conversion of data will be adjusted to reflect the actual date of commencement. Any delay in the Customer's provision of any required information or documentation to Vision will automatically extend deadlines by at least a number of business days equal to the number of business days attributable to the Customer's delay.
- d. Vision does not guarantee that calculated values in the Customer's legacy system will match exactly in every case calculated values in the Software after conversion. Vision agrees to make reasonable efforts to check the conversion.
- e. Vision will partner with Customer to create a foundation for valuation as part of the conversion.
- i. Vision will conduct up to 120 hours of market-based cost Value Calibration Services to align Vision-calculated parcel values with those calculated by the legacy system (excluding legacy system overrides). Vision will develop the initial value foundation during the project's Revised Beta phase and finalize the Value Calibration Services during the Go-Live conversion phase.
 - ii. Customer acknowledges that all CAMA systems employ proprietary valuation engines, leveraging system-specific methodology, rates, tables, formulas, and database structures. The Vision Implementation team will integrate available legacy rates and models that align with the Vision valuation engine, statistical analysis, data mining, industry knowledge and heuristics, and customer insights to develop market-based cost models. The Customer



GOVERNMENT SOLUTIONS

understands that Vision does not guarantee a 1 to 1 value match upon completing these services. Deviations between the Legacy system values and Vision values will vary based on dissimilarity between systems. The valuation accuracy depends on the legacy data quality and consistency, the legacy system valuation engine, and the number of data transformations performed during the conversion.

- iii. Customer is responsible for providing all available legacy system rates, valuation schedules, documentation, methodologies, external work files, and any other relevant legacy system information to support Vision throughout the Value Calibration Services.
- iv. Vision performs Value Calibration Services for the Live database only. Any Historical databases will be placed on value freeze to retain legacy system parcel values. These services do not include or replace reassessment services, and the Customer understands that work conducted is strictly mathematical and does not comply with USPAP standards.
- v. If desired, Customer may request additional Value Calibration Services or Appraisal Consulting as outlined in Section 2. Optional Services.
- vi. Customer acknowledges that all of the above are best efforts by the Vision implementation team and are dependent on the quality of the legacy data and the responsiveness of the Customer.

6. Import / Export Creation

- a. As part of the Services, Vision is providing an export for Tax Billing. Vision and Customer will collaborate on developing clear specifications which are included in the Implementation Services.
- b. Any additional imports or exports required after the initial Implementation Services will be charged at Vision's then-current rates as a separate Change Order and must be approved in writing by Vision and Customer.

7. Training Services

- a. The quantity of training to be provided is as follows:
 - i. Two Sessions of Beta Testing Training; and, thereafter,
 - ii. Three Days of CAMA Training; and thereafter,
 - iii. Two Days of Banked Virtual Training to be used post go live.
- b. If training days are not used immediately after go-live, they will be banked for future use in Customer's training day bank. Payment for implementation milestones cannot be withheld for training scheduling.
- c. Training sessions will address three distinct levels of expertise: (a) daily CAMA usage, (b) advanced appraisal usage, and (c) technical support.
- d. The Customer will provide suitable facilities for training sessions according to Vision's requirements for effective knowledge transfer.
- e. The Customer must give notice of any training session cancellation to Vision at least forty-eight (48) hours prior to the commencement of the training session.

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Exhibit A2: Project Schedule
(CAMA Implementation)

This Project Schedule is designed to be an illustrative outline of the project timeline and is subject to change based on mutual review by Vision and Fluvanna County.

Milestone	Responsible Party	Schedule Requirements
Contract Negotiations Complete	Fluvanna County and Vision	Contract Signature
Project Kick-Off (Start-Up and Conversion Specifications)	Fluvanna County and Vision	Schedule kick-off call immediately after contract signature
Community Supplies Information to Vision	Fluvanna County	+ 2 weeks from kick-off call
Data Mapping for Conversion	Vision	+ 5 weeks
Supply Non-Proprietary Legacy Sketch Data	Fluvanna County	+ 0 days
Beta Conversion	Vision	+ 5 weeks
Beta Conversion Delivery	Vision	+ 1 day
Beta Conversion Review and Feedback	Fluvanna County	+ 3 weeks
Revised Beta Conversion with Initial Value Foundation, per Previously Identified Revisions	Vision	+ 4-6 weeks, depending on workload required from revisions
Install Revised Beta Conversion	Vision	+ 1 day
Revised Beta Conversion Review and Approval	Fluvanna County	+ 2 weeks
Supply Live Legacy Data	Fluvanna County	+ 1 day
Convert Live Legacy Data	Vision	+ 3-4 weeks, depending on valuation modifications required
Install Live Converted Data	Vision	+ 1 day
Supply Historical Database	Fluvanna County	+ 0 days
Convert Historical Databases	Vision	+ 2 weeks per database



VISION
GOVERNMENT SOLUTIONS

Install Converted Historical Databases	Vision	+ 1 day
Project Go-Live	Fluvanna County and Vision	+ 1 day
Schedule and Execute Training	Fluvanna County and Vision	Post go-live install, at mutual convenience
Transition to Ongoing Customer Support	Fluvanna County and Vision	4-week period with weekly check-in calls between Project Manager, Customer Support team, and Fluvanna County



Hardware Specifications

[insert here]

Hardware Specifications

Description of Vision 8.3 Technical Specs:

This document provides an overview of Vision 8 system components and the recommended hardware specifications for an optimal installation.

The Vision 8 client and server system components utilize Microsoft .NET 4.8 runtime services. To leverage these new technologies, Windows 10 operating system or later is required to run the Vision client.

The *Vision 8* core business logic and data access services are deployed on Microsoft IIS 10 and Microsoft SQL Server 2019 .

Assumptions:

- The specifications below assume Vision 8 will be installed on a dedicated server or virtual machine.
- Consult your hardware vendors best practices for configuring SQL server prior to deploying Vision 8. Because server technology varies greatly between vendors, this document does not provide detailed guidelines on disk layout or performance tuning.
- The storage specifications account for one copy of the database. If multiple copies of the database are required, increase the storage appropriately.
- GIS, documents, and images can consume considerable storage. *The following recommendations should be used as a guideline when planning your installation.*
- Microsoft licenses shall be provided by the customer at time of installation.
- The customer is responsible for managing onsite and/or cloud backups.

Single Server Setup – Small / Medium Deployments

In this setup, the application server and database server are installed on the same physical or virtual server.

Combination DB and Application Server Size	Hardware Specifications
1-5 Users or 1,000 – 10,000	<ul style="list-style-type: none"> • Intel Xeon 2GHz or greater with 4 cores • Storage: 500 GB • Memory: 24 GB ECC RAM • Windows Server 2016 or later (IIS 10) • Microsoft SQL Server 2019 with Reporting Services • 1 Gb Ethernet
6-10 User or 10,000 – 20,000	<ul style="list-style-type: none"> • Intel Xeon 2GHz or greater with 8 cores • Storage: 750 GB • Memory: 32 GB ECC RAM

	<ul style="list-style-type: none"> • Windows Server 2016 or later (IIS 10) • Microsoft SQL Server 2019 with Reporting Services • 1 Gb Ethernet
11+ Users or 20,000+ Parcels	<ul style="list-style-type: none"> • Intel Xeon 2GHz or greater with 16 cores • OS and SQL should be installed on separate disk volumes. • Storage (OS): 200GB • Storage (SQL): 750 GB • Storage (Vision Images/Docs): 500GB – 1TB • Memory: 64 GB ECC RAM • Windows Server 2016 or later (IIS 10) • SQL Server 2019 with Reporting Services • 1 Gb Ethernet Network Card

Multi Server Setup – Large Deployments

A multi-server configuration is required for large/high volume installations with more than 40 users or greater than 40,000 parcels.

Server	Recommended Configuration
Database Server	<ul style="list-style-type: none"> • Intel Xeon 2GHz or greater with 16 cores • Storage: 800 GB • Memory: 64 GB RAM • 1 Gb ethernet or greater • Windows 2016 Server or later • SQL Server 2019 with Reporting Services
IIS Server	<ul style="list-style-type: none"> • Intel Xeon 2GHz or greater with 8 cores • Storage: 200 GB (OS) • Storage: 500GB – 1TB (Docs, Images) • Memory: 32 GB RAM • Windows Server 2016 or later • 1 Gb ethernet

Desktop PC

The minimum operating resolution for *Vision 8* is 1366x768. For that reason, Vision Government Solutions is increasing its minimum recommended client monitor size to 22”

Optimum Performance (Recommended)
<ul style="list-style-type: none"> • Intel Core i9 • 500 GB Hard Drive (7200 RPM) • Windows 10 (64bit) • 32 GB RAM • Color Monitor 22” or larger (16:9 aspect ratio is recommended) • 100/1000 Mb Network Ethernet Card • UPS • Internet connection

Printer Configuration

At least one client used for large printing jobs should have sufficient disk space, i.e. 4-6 GB

Optimum Performance (Recommended)

- **HP LaserJet Enterprise 600 or equivalent**
- **45 PPM (single sided no graphics)**

Cloud Hosted Recommendations

The following requirements are applicable to customer's who choose Vision's Cloud Hosted Environment.

- Internet circuit capable of 20 Megabits upload and download.
- Static public SNAT IP range (whitelisting)
- Allow unrestricted traffic to Vision CAMA and Reporting server IP's on ports 80,443,50000 through firewall and web proxy (if applicable).
- Exclusion of CAMA installation folder from anti-virus scans.



Exhibit B
Vision Subscription Agreement

CAMA SOFTWARE SUBSCRIPTION AGREEMENT

This **CAMA Software Subscription Agreement** (this “**Agreement**”) is a part of and attached to that Contract Addendum and effective as of the Addendum Effective Date and is entered into between **VISION GOVERNMENT SOLUTIONS, INC.**, a Massachusetts corporation with its principal place of business at 1 Cabot Road, Hudson, Massachusetts 01749 (“**Vision**”) and Fluvanna County, Virginia, a political subdivision of the Commonwealth of Virginia, (the “**County**”) together with the Fluvanna County Commissioner of Revenue (the “**Commissioner**”) (together the County and Commissioner are referred to herein as “**Customer**”). Vision and Customer may be collectively referred to as “**Parties**” or individually as a “**Party**”. This Agreement establishes the terms applicable to certain products and services to be provided by Vision to Customer set forth in Exhibit B1 (the “**Order**”). The Order is incorporated into and made a part of this Agreement. In the event of a conflict between the terms of this Agreement and the terms of the Order, the terms of this Agreement shall control unless the conflicting term of the Order expressly states otherwise. All capitalized terms used herein shall have the same meaning as in that Contract Addendum to which this Agreement is attached unless the context requires otherwise.

Vision and Customer agree as follows:

1. DEFINITIONS.

1.1 “Authorized Users” means Customer’s employees, directors, officers, members, consultants, contractors, and agents (a) who are authorized by Customer to access and use the Services under the rights granted to Customer pursuant to this Agreement for whom access to the Services has been purchased hereunder.

1.2 “Confidential Information” is defined in Exhibit A, Section 1.

1.3 “Customer Data” is defined in Exhibit A, Section 1.

1.4 “Defect” is defined in Exhibit A, Section 1.

1.5 “Documentation” is defined in Exhibit A, Section 1.

1.6 “Professional Services” means those configuration, customization, analysis, consulting, professional and other services to be provided by Vision to Customer pursuant to an Order, but specifically excluding the Software Services.

1.7 “Services” means, collectively, the Professional Services and/or Software Services described in an Order.

1.8 “Software” means Vision’s proprietary software product identified in the Order.

1.9 “Software Services” means the access provided by Vision to Customer to the Software as described in the Order.

1.10 “Usage Data” means non-personally identifiable information, data, and other content anonymized, aggregated, collected, compiled, synthesized, or modified and collected by Vision in the course of providing the Services. Usage Data does not include Customer Data, except in aggregate or non-personally identifiable form.

1.11 “Vision Cloud Server(s)” shall mean any server that is owned or licensed to Vision and made available by Vision in connection with the Software Services.



2. SOFTWARE SERVICES GENERALLY.

2.1 Access to Software Services. Vision has created several options for accessing the Software Services and managing Customer Data. Customer may choose to access the Software Services remotely using Vision's local software, which Vision makes available to Customer for the purposes of this Agreement (including any applicable third-party software, hardware, and systems, including any updates and enhancements to the foregoing, the "**Installed Software**"). Customers who license the Installed Software have the option of utilizing the Installed Software in conjunction with Vision's Cloud Server (the "**Hosted Solution**") or by storing the Customer Data on their own servers (the "**Non-Hosted Solution**"). Customer has opted to initially have the Hosted Solution and Vision agrees to provide the Hosted Solution.

2.2 Additional Terms. The Software Services purchased by Customer shall be set forth in the Order. The Order may set forth additional terms and conditions applicable to Customer's relevant Software Services. If Customer chooses to use the Vision Cloud Servers, Customer shall be subject to additional terms and conditions as set forth in the Order.

2.3 Scope of License. Subject to the terms and conditions of this Agreement and the Order, including but not limited to the payment of all Fees, Vision grants to Customer a limited, revocable, non-transferable (except in accordance with Section 13.210.2), non-sublicensable, and non-exclusive license to access and use the Software Services solely during the Subscription Period (defined below). The Software Services are licensed, and not sold, and shall be used by Customer solely for the purpose of accessing, viewing, editing, maintaining, or otherwise utilizing the Customer Data (the "**Purpose**"). To the extent that Customer purchases a license to the Installed Software, the license granted under this 2 includes the limited right during the Subscription Period to (i) install and use the Installed Software in executable code form on Customer's servers and workstations, only for the Purpose; (ii) make one (1) copy of the Installed Software solely for backup or archival purposes; and (iii) copy and reproduce the Documentation provided to Customer solely for the purposes of facilitating Customer's use of the Installed Software. All rights not expressly granted to Customer are reserved by Vision and its licensors. There are no implied rights hereunder. Vision further agrees to assist with the transition of the Customer's data to a new system upon termination of this Agreement at no cost if the termination by Customer is a for-cause termination owing to a default(s) of Vision and at its current rates if the termination by the Customer is not owing to the fault of the Vision if so requested by the Customer in writing.

2.4 Implementation of the Software Services. During the Implementation Period, as defined in Section 4.1, Vision shall provide Customer with installation and implementation services for the Software Services and, if applicable, the Vision Cloud Server, including any necessary server software ("**Implementation Services**"). Customer shall provide Vision with reasonable assistance and cooperation regarding the Vision's provision of the Implementation Services. Customer shall promptly, upon completion of the installation of the Software Services, test the Software Services using its data and notify Vision of any errors or Defects in the Software Services.

2.5 Updates to Software Services. At no additional cost to Customer, Vision may create and implement, as part of a release generally available to all of its customers, software updates for the Software Services. Vision will use its best efforts to provide the Software Services in accordance with the then-current Service Level Agreement.

2.6 Service Level Agreement; Support. Vision will provide Customer with its standard support and consultation concerning the Software Services ("**Maintenance Services**") during the Term. Vision may charge Customer on a time and material basis for problem resolution services that exceed Vision's standard Maintenance Services, such as but not limited to: (i) when a problem has been created due to Customer error and/or neglect;



GOVERNMENT SOLUTIONS

(ii) when such problem is associated with third-party or pre-requisite software; (iii) when such problem is associated with client hardware or network issues; or (iv) support during a system installation, upgrade or conversion. Notwithstanding the foregoing, Vision may only charge for such services if it provides a written proposal and quote for the services in advance to the Customer and thereafter receives written approval from the Customer to proceed.

3. CUSTOMER OBLIGATIONS.

3.1 Minimum Hardware Requirements. Customer shall install and maintain, at its expense, hardware (including without limitation a central processing unit, local area network or network server) and communication equipment (including, without limitation, modem and remote access) that is compatible with the applicable Software Services and that meets Vision's minimum hardware configuration requirements ("**Designated Hardware**"). With respect to the Installed Software, Customer shall ensure that the environment, space, and access to and availability of power comply, at all times, with Vision's minimum space and suitability requirements.

3.2 Access and Storage. Customer shall ensure that Vision has full, free and safe access to the Installed Software and Customer's facilities and equipment for purposes of fulfilling its obligations hereunder. To the extent that Vision requires access to Customer's premises in order to perform the Services, Customer shall provide (a) (i) media, (ii) supplies, (iii) data, the use of hardware and/or other equipment, (iv) other software, communications facilities, and (v) other materials (other than tools) required to maintain and/or test the Installed Software; (b) reasonable secure storage for such Customer-provided materials; and (c) reasonable secure storage for such equipment and tools as Vision elects to store at Customer's premises.

(a) Usage and Backup of Customer Data. The content of the Customer Data, including the accuracy thereof, shall be the sole responsibility of Customer. Except where the Order provides that Customer shall use the Hosted Solution, Customer is also advised to back-up all files each day according to industry accepted standards. Notwithstanding the foregoing, Vision shall not be responsible for, or liable with respect to, any loss of or damage to Customer Data from failure of Customer to back-up its files or otherwise. Customer shall bear sole responsibility to correct problems or defects in compatibility between the Software Services and Customer's hardware resulting from modifications of the Software Services, Designated Hardware, and such software by any third party after the Implementation Services which modifications were not approved by Vision. The Customer has opted for the Hosted Solution and Vision shall back up Customer's data consistent with the Order.

4. PROFESSIONAL SERVICES. Vision will perform the Professional Services agreed to in, and in accordance with, the Order and the terms therein. Any purchased but unused Professional Services are forfeited upon the expiration of the Term.

5. CUSTOMER DATA; USAGE DATA. Customer hereby grants to Vision a non-exclusive, non-transferable right and license to use the Customer Data during the Term solely for the limited purpose of performing Vision's obligations hereunder for the benefit of Customer. Vision shall have no liability under this Agreement for any loss, delay, or failure to perform resulting from Customer's failure to provide the necessary Customer Data. Subject to the rights granted in this Agreement, Customer retains all right, title and interest in and to the Customer Data, and Vision acknowledges that it neither owns nor acquires any additional rights in and to the Customer Data not expressly granted by this Agreement. Customer acknowledges that Vision may use the Usage Data during and after the Term in order to improve, modify, promote, and validate the Services, and otherwise for its own



GOVERNMENT SOLUTIONS

lawful business purposes; provided that such Usage Data does not in any way identify Customer or any individual whose personal information Customer has made accessible to Vision pursuant to this Agreement.

6. TERM; TERMINATION.

10.11 Term. The term of this Agreement (the “**Term**”) shall begin on the Effective Date and shall continue until the expiration of the Subscription Period (as defined below) or until the termination of the Agreement in accordance with this Section 8. The Term shall include the following phases:

(a) **Implementation Period:** The initial phase of this Agreement (the “**Implementation Period**”) shall begin on the Effective Date and shall expire on the date on which Vision completes the installation and implementation of the Software Services (being the “**Conversion Date**”).

(b) **Subscription Period:** The second phase of this Agreement includes an Initial Subscription Term and any Renewal Terms, which are collectively referred to herein as the “**Subscription Period**.” The first term of the Subscription Period (the “**Initial Subscription Term**”) shall begin immediately upon the Conversion Date and shall continue for one calendar year thereafter as specified in the Order. Upon the expiration of the Initial Subscription Term, this Agreement shall automatically renew for successive one-year periods (each a “**Renewal Term**”) in the manner set forth in Section 6 of the Contract Addendum at Vision’s then-current rates if notice is given as provided unless either Party gives the other Party written notice of cancellation as provided in Section 6 of the Contract Addendum.

The following diagram is for illustrative purposes only.

Term	(a) Implementation Period	
	(b) Subscription Period	(i) Initial Subscription Term
		(ii) Renewal Term(s)

6.2 Termination. Either Party may terminate this Agreement if the other Party breaches any material provision of this Agreement and does not cure such breach within fifteen (15) business days after receiving written notice thereof . The date on which this Agreement terminates is the “**Termination Date**.” This is in addition to any other rights of termination the Customer may have pursuant to the Contract Addendum or any exhibit thereto.

6.3 Effects of Termination. Upon termination or expiration of this Agreement for any reason, (a) any amounts owed to Vision under this Agreement before such termination or expiration will be immediately due and payable; (b) all rights, including license rights, granted by Vision to Customer in this Agreement will immediately cease to exist; (c) Customer must discontinue all use of the Software Services; and (d) Customer must erase all copies of the Installed Software from Customer’s computers or systems, and return to Vision or destroy all copies of the Installed Software. Following the Termination Date, Customer’s license(s) under this Agreement shall expire and Customer shall not be permitted to access the Software Services thereafter. Within thirty (30) days following the Termination Date, each Party shall satisfy its obligations regarding Confidential Information within its possession or control in accordance with Section 6. At Vision’s request, Customer shall certify in writing that it has erased all copies of the Installed Software from Customer’s systems.

6.4 Survival. The termination of this Agreement shall be without prejudice to any rights of either Party against the other, and such termination shall not relieve either Party of any of its obligations to the other existing at the time of termination including the Customer’s obligation to pay any fees due. Upon termination of the Terms,



GOVERNMENT SOLUTIONS

any provision, which, by its nature or express terms should survive, will survive such termination or expiration, including, but not limited to, Section 2, Section 3, and Sections 5 through 10.

7. FEES AND PAYMENT.

7.1 Fees. Customer will pay to Vision the fees set forth in the Order (“**Fees**”) for the Software Services and, if applicable, the Professional Services. Vision may increase the Fees following the Initial Subscription Term by providing Customer with at least sixty (60) days’ prior written notice

7.2 Payment Terms. The amounts and payment schedule for the Fees shall be set forth in the Order. Customer shall pay all Fees within forty-five (45) days of Customer’s receipt of the applicable invoice from Vision. All payments must be made in U.S. dollars. Customer is a tax-exempt public body; tax-exempt certificate is available upon request from Vision made to Customer.

7.3 Suspension. Vision reserves the right (in addition to any other rights or remedies Vision may have) to discontinue the Services and suspend all Authorized Users’ access to the Software Services if any Fees are more than thirty (30) days overdue until such amounts are paid in full.

7.4 Intentionally omitted.

8. CONFIDENTIALITY.

8.1 Protection. The Party receiving Confidential Information (“**Receiving Party**”) from the other Party (“**Disclosing Party**”) will not use any Confidential Information of the Disclosing Party for any purpose not expressly permitted by this Agreement, and will disclose the Confidential Information of the Disclosing Party only to the employees or contractors of the Receiving Party who have a need to know such Confidential Information for purposes of this Agreement and who are under a duty of confidentiality no less restrictive than the Receiving Party’s duty hereunder. The Receiving Party will protect the Disclosing Party’s Confidential Information from unauthorized use, access, or disclosure in the same manner as the Receiving Party protects its own confidential or proprietary information of a similar nature and with no less than reasonable care.

8.2 Exceptions. The Receiving Party’s obligations under Section 6.1 above with respect to any Confidential Information of the Disclosing Party will terminate if and when the Receiving Party can document that such information: (a) was already lawfully known to the Receiving Party at the time of disclosure by the Disclosing Party; (b) is disclosed to the Receiving Party by a third party who had the right to make such disclosure without any confidentiality restrictions; (c) is, or through no fault of the Receiving Party has become, generally available to the public; or (d) is independently developed by the Receiving Party without access to, or use of, the Disclosing Party’s Confidential Information. In addition, the Receiving Party may disclose Confidential Information of the Disclosing Party to the extent that such disclosure is: (i) approved in writing by the Disclosing Party, (ii) necessary for the Receiving Party to enforce its rights under this Agreement in connection with a legal proceeding; or (iii) required by law or by the order of a court or similar judicial or administrative body, provided that the Receiving Party notifies the Disclosing Party of such required disclosure in writing prior to making such disclosure and cooperates with the Disclosing Party, at the Disclosing Party’s reasonable request and expense, in any lawful action to contest or limit the scope of such required disclosure.

8.3 Return of Information. Except as otherwise expressly provided in this Agreement, the Receiving Party will return to the Disclosing Party or destroy all Confidential Information of the Disclosing Party in the Receiving Party’s possession or control, and permanently erase all electronic copies of such Confidential Information, promptly upon the written request of the Disclosing Party; provided that Receiving Party shall not be required to destroy electronic records or files that have been created pursuant to Receiving Party’s automatic archiving and back-up procedures and the removal of which is not technically practical.



GOVERNMENT SOLUTIONS

8.4 Injunctive Relief. Each Party acknowledges that a breach or threatened breach of this Section 8 would cause irreparable harm to the non-breaching Party, the extent of which would be difficult to ascertain. Accordingly, each Party agrees that, in addition to any other remedies to which a Party may be legally entitled, the non-breaching Party shall have the right to seek immediate injunctive or other equitable relief in the event of a breach of this Section 6 by the other Party or any of its employees or agents.

9. PROPRIETARY RIGHTS; RESTRICTIONS ON USE.

9.1 Property of Vision. The Software Services (including any updates or enhancements thereto), the look and feel and layout of any deliverables generated in connection with the Software Services, and all worldwide intellectual property rights therein, are the exclusive property of Vision and its licensors. All rights in and to the Software Services not expressly granted to Customer in this Agreement are reserved by Vision. Subject to Customer's ownership of Customer Data, Vision shall retain all right, title, and interest in and to any intellectual property rights developed by, or on behalf of, Vision in the course of performing its obligations under this Agreement. Except as expressly permitted in this Agreement or as otherwise authorized by Vision in writing, Customer will not, and will not permit any Authorized User to (a) modify, adapt, alter, translate, or create derivative works from the Software Services; (b) sublicense, lease, rent, loan, sell, distribute, make available or otherwise transfer the Software Services to any third party; (c) reverse engineer, decompile, disassemble, or otherwise attempt to derive the source code for the Software Services; (d) interfere in any manner with the operation of the Software Services; (e) remove, alter, or obscure any proprietary notices (including copyright notices) of Vision or its licensors displayed in connection with the Software Services; or (f) otherwise use the Software Services except as expressly allowed under this Agreement.

9.2 Access and Users. Customer shall be responsible for the acts and omissions of each Authorized User. Customer will use commercially reasonable efforts to prevent unauthorized access to, or use of, the Software Services, and notify Vision promptly of any such unauthorized use. Customer is responsible for maintaining the confidentiality of all Authorized Users' usernames and passwords and is solely responsible for all activities that occur under these usernames. Customer agrees (a) not to allow an unauthorized third party to use its account, usernames, or passwords at any time; and (b) to notify Vision promptly of any actual or suspected unauthorized use of its account, usernames or passwords, or any other breach or suspected breach of this Agreement by Customer or any Authorized User. Vision reserves the right to terminate any username and password which Vision reasonably determines may have been used in violation of this Agreement, or by an unauthorized third party, or by any Authorized User or individual other than the Authorized User to whom such username and password was originally assigned. Customer shall not permit any third party to access the Software Services without prior written approval from Vision. Third parties include all consultants, agents, and other non-employee personnel.

9.3 Violations. Customer may be subject to suspension, or termination of this Agreement if Customer violates Section 7 of this Agreement.

10. WARRANTY; DISCLAIMER.**10.1 Performance Warranty.**

(a) Vision warrants that during the Term, the Software Services will perform substantially in accordance with its Documentation. Notwithstanding the forgoing, Customer acknowledges and agrees that the ability to use the Software Services may be affected by minimum system requirements or other factors beyond the control of Vision, and Vision shall not be liable if Customer is unable to use the Software Services due to such issues.

(b) Vision also warrants that (i) it will provide all Services in a professional and workmanlike manner in accordance with this Agreement; (ii) it shall comply with all applicable laws and



GOVERNMENT SOLUTIONS

regulations in its provision of the Services provided herein; (iii) it is duly organized and is validly existing and in good standing under the laws of a state of the United States; (iv) it knows of no reason why it cannot provide the Services provided for herein; and (v) that Customer may use the Software Services for Customer's intended uses thereof, as specifically set out in this Agreement, the Contract Addendum and its Exhibits. Further, Customer shall only be responsible for abiding by Software license agreements and standards actually delivered to Customer in writing in advance of the first use of the Software by the Customer.

(c) For any breach of this warranty, Vision will, at its own expense and as its sole obligation and Customer's sole remedy, use commercially reasonable efforts to correct any reproducible error in the Software Services reported to Vision by Customer in writing during the Term.

10.2 Third-Party Products. The Installed Software is intended to operate in conjunction with certain third-party products ("**Third-Party Products**"). Customer understands and agrees that Vision makes no representation, warranty, or claim related in any way to any Third-Party Products. Customer further understands and agrees that any updates, upgrades, or other modifications to Third-Party Products, whether by Customer or any other party, may cause disruption in the functionality of the Installed Software and Customer's use thereof, and Vision is not responsible for any such disruption.

10.3 Disclaimer. EXCEPT FOR THE EXPRESS WARRANTIES SET FORTH IN THIS CONTRACT ADDENDUM, VISION DISCLAIMS, AND CUSTOMER WAIVES, ALL OTHER WARRANTIES RELATED TO THE SOFTWARE SERVICES, WHETHER STATUTORY, EXPRESS, OR IMPLIED, INCLUDING BUT NOT LIMITED TO INCLUDING ANY WARRANTIES OF MERCHANTABILITY, FITNESS FOR A PARTICULAR PURPOSE, TITLE, NON-INFRINGEMENT AND ANY WARRANTIES ARISING FROM COURSE OF DEALING OR COURSE OF PERFORMANCE. THE SERVICES ARE PROVIDED SOLELY ON AN "AS IS" BASIS, AND CUSTOMER'S USE OF THE SOFTWARE SERVICES IS AT ITS SOLE RISK. VISION DOES NOT WARRANT THAT THE SERVICES WILL BE UNINTERRUPTED, ERROR-FREE, OR COMPLETELY SECURE.

10.4 Customer Warranty. Customer represents and warrants that: (a) it has the authority to enter into this Agreement; (b) it has the right to use and provide the Customer Data for the purposes contemplated by this Agreement; and (c) it shall not use the Software Services for any purpose or in any manner that violates applicable law.

11. LIMITATION OF LIABILITY. EXCEPT FOR VISION'S GROSS NEGLIGENCE OR WILLFUL MISCONDUCT, IN NO EVENT WILL VISION BE LIABLE FOR ANY CONSEQUENTIAL, INDIRECT, EXEMPLARY, SPECIAL, OR INCIDENTAL DAMAGES, INCLUDING ANY LOST DATA AND LOST PROFITS, ARISING FROM OR RELATING TO THIS AGREEMENT EVEN IF VISION HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. VISION'S TOTAL CUMULATIVE LIABILITY IN CONNECTION WITH THIS AGREEMENT OR THE IMPLEMENTATION SERVICES, WHETHER IN CONTRACT OR TORT OR OTHERWISE, WILL NOT EXCEED THE AMOUNT OF FEES PAID TO VISION HEREUNDER THE REPRESENTATIONS AND WARRANTIES MADE IN THIS AGREEMENT EXTEND ONLY TO CUSTOMER AND ITS PERMITTED SUCCESSORS AND ASSIGNS. ANY ACTION AGAINST EITHER PARTY NOT BROUGHT WITHIN SIX (6) MONTHS AFTER THE CAUSE OF ACTION ACCRUES OR ARISES SHALL BE DEEMED BARRED. Nothing herein is a waiver of the Customer's sovereign immunity.

12. INDEMNIFICATION.

12.1 By Vision. Vision will defend at its own expense any action against Customer brought by a third party to the extent that the action is based upon a claim that the Software Services infringe any U.S. patents or any copyrights or misappropriates any trade secrets of a third party, and Vision will pay those costs and damages



finally awarded against Customer in any such action that are specifically attributable to such claim or those costs and damages agreed to in a monetary settlement of such action. The foregoing obligations are conditioned on Customer (a) notifying Vision promptly in writing of such action; (b) giving Vision sole control of the defense thereof and any related settlement negotiations; and (c) reasonably cooperating and, at Vision's request and expense, assisting in such defense. If the Software Services becomes, or in Vision's opinion is likely to become, the subject of an infringement claim, Vision may, at its option and expense, either (i) procure for Customer the right to continue using the Software Services, (ii) replace or modify the Software Services so that it becomes non-infringing, or (iii) terminate this Agreement upon written notice to Customer and refund to Customer Fees the paid for the Software Services for the period following the effective date of such termination. Notwithstanding the foregoing, Vision will have no obligation under this Section 12 or otherwise with respect to any infringement claim based upon (A) any use of the Software Services not in accordance with this Agreement or the specifications published by Vision and provided to Customer, (B) any use of the Software Services in combination with other products, equipment or software not provided, approved, or recommended by Vision, (C) any Customer Data, or (D) any modification of the Software Services by any person other than Vision or its authorized agents or subcontractors . THIS SECTION 12 STATE VISION'S ENTIRE LIABILITY AND CUSTOMER'S EXCLUSIVE REMEDY FOR INFRINGEMENT CLAIMS AND ACTIONS.

10.12 By Customer. Not applicable. Nothing herein is a waiver of Customer's sovereign immunity.

13. GENERAL.

13.1 Non-Exclusive. This Agreement shall not be construed to limit or prohibit Vision in any manner or fashion in providing products and/or services of any type or nature, including those identical to the Services, to any other customer in its sole discretion.

13.2 Assignment. Neither Party may assign or transfer, by operation of law or otherwise, any of its rights under this Agreement (including the license rights granted to Customer to access the Software Services) to any third party without the other Party's prior written consent, which consent shall not be unreasonably withheld or delayed. Notwithstanding the foregoing, either Party may, without the other Party's consent, assign its rights and obligations under this Agreement to a parent, affiliate, or subsidiary, or to a successor in connection with a merger, acquisition, or sale of all or substantially all of its assets to which this Agreement relates. Any attempted assignment of this Agreement not in accordance with this subsection shall be null and void.

13.3 Publicity. Customer agrees that Vision may use its name and logos in Vision's promotional materials and client lists if consented to in advance in writing by Customer on a case by case basis. Such consent may be withheld by Customer in its sole discretion.

13.4 Relationship of Parties. The relationship of the Parties established under this Agreement is that of independent contractors and neither Party is a partner, employee, agent, or joint venture partner of or with the other, and neither Party has the right or authority to assume or create any obligation on behalf of the other Party.

13.5 Force Majeure. Except for any payment obligations, neither Party shall be liable hereunder by reason of any failure or delay in the performance of its obligations hereunder for any cause which is beyond the reasonable control of such Party.

13.6 Notices. All notices, consents, and approvals under this Agreement may be delivered by Vision to Customer to the addresses (including email) provided in the Order. All notices, consents, and approvals under this Agreement must be delivered by Customer to Vision to accounting@vgsi.com. Either Party may change its email address for notice by giving notice of the new email address to the other Party. Customer's address for notices is: Fluvanna County, County Administrator, 132 Main Street, Palmyra, VA 22963; with a copy to the Fluvanna County Attorney, 414 East Jefferson Street, Charlottesville, VA 22902.



GOVERNMENT SOLUTIONS

13.7 Governing Law and Venue. This Agreement will be governed by and interpreted in accordance with the laws of Virginia, without reference to its choice of laws rules. Section 34 of the County's General terms applies.

13.8 Waivers. All waivers must be in writing. Any waiver or failure to enforce any provision of this Agreement on one occasion will not be deemed a waiver of any other provision or of such provision on any other occasion.

13.9 Severability. If any provision of this Agreement is unenforceable, such provision will be changed and interpreted to accomplish the objectives of such provision to the greatest extent possible under applicable law and the remaining provisions will continue in full force and effect.

13.10 Entire Agreement. The Contract Addendum and all exhibits thereto, including this Agreement and the Order constitute the entire agreement between the Parties regarding the subject matter hereof and supersedes all prior or contemporaneous agreements, understandings, and communication, whether written or oral regarding such subject matter. No terms and conditions proposed by either Party that are not included in the Agreement shall be binding on the other Party unless accepted in writing by both Parties, and each Party hereby objects to and rejects all terms and conditions not so accepted. To the extent of any conflict between the provisions of this Agreement and the provisions of any Order, the provisions of the Order shall govern, provided that the Order specifies the applicable provisions in this Agreement that it intends to modify. The exchange of a fully-executed Order by electronic signature will be sufficient to bind the Parties to the Agreement and such Order. No amendment to this Agreement will be effective unless in writing and signed by the Party to be charged.



CAMA Order

Customer Information	
Name	Fluvanna County, Virginia
Address	34 Palmyra Way Palmyra, VA 22963
Software Subscription Detail	
Description of Licensed Software	Vision 8 CAMA Software
Applicable Model	<input type="checkbox"/> Installed Software without Hosted Solution <input checked="" type="checkbox"/> Installed Software with Hosted Solution
Scope of Services	<input checked="" type="checkbox"/> Subscription to Software Services Annual Fee: \$25,000 / year Annual Fees Optional Services: Web Hosting \$4,554/year Cloud Hosting Services \$9,000/year
Payment Schedule	Annual Fees Due Date: Earlier of install date or 6 months following project Kick-off. To be invoiced by Vision as of due date. Invoice due 45 days after receipt.
Subscription Period Length	1 Year
Renewal Term Length (optional)	10, one-year each renewals
Number of Authorized Users	Up to 12 full users plus 5 read-only users
Other Terms	



Software Terms

- 1.1 The Customer must keep confidential any of its passwords associated with the Software Services. In addition, Customer must secure the hardware upon which the Software will be accessed using, antivirus software, malware protection software, or similar software protecting against malicious software, computer viruses, hijacking, or other offensive attack. A failure to adhere to the preceding statements will undermine Vision's efforts for securing the Customer's data stored on Vision's servers.
- 1.2 Vision is not providing any third-party licenses, and therefore this Agreement does not include any license fees for third party products, including but not limited to MS SQL License, Microsoft Windows License, ESRI's ArcGIS, Marshall & Swift Cost Calculators, or database software.
- 1.3 The Software is commercial-off-the-shelf (COTS) and may be configured, not customized, to address Customer requirements.

Installed Software Subscription Terms

- 1.4 During the Subscription Term, upon and subject to the terms and conditions of the Agreement and this Order, Vision will provide to Customer reasonable operational support and assistance as described below in connection with the use of the Software: (a) corrections to the Installed Software and Documentation of Defects reported by Customer to Vision, which Defects are caused by errors in the then-current release of the Installed Software, provided that such Defects are reported to Vision no later than two (2) business days after the Defect first occurs or arises; (b) telephone or email support with respect to the Services delineated in this Order; and Vision's obligation to provide a response pursuant to this paragraph is void if the Customer does not allow reasonable access to the Installed Software for diagnostics and examination, or in the event of causes beyond the control of Vision, including but not limited to acts of God, fire, flood, strike, national emergency or failures of communications facilities or lines.
- 1.5 Vision shall use commercially reasonable efforts to respond to any request for support hereunder within one (1) business day of receiving such request.
- 1.6 "Business Hours" shall mean 8:30am to 4:30pm Eastern Standard Time, Monday through Friday, Vision holidays excluded



VISION
GOVERNMENT SOLUTIONS

1.7 Notwithstanding anything herein to the contrary, the Services to be provided hereunder shall not be covered by this Agreement, and shall be provided (if at all) on a time and materials basis, if the Software malfunctions due to or generates a Defect from: (a) acts of God or natural disasters, including but not limited to fire, smoke, water, earthquakes, lightning or static electricity; (b) causes external to the Installed Software such as, but not limited to, electrical power fluctuations or failures, lack of air conditioning or proper temperature control, accidents, burglary or vandalism; (c) the neglect, misuse (including faulty repair or maintenance by third parties), or improper servers or workstations on which the Installed Software is installed, or other failure to comply with the instructions set forth in the Documentation or provide a suitable environment for the Installed Software; (d) modification or alteration of the Installed Software not provided by or approved by Vision; (e) a malfunction of any equipment not provided by Vision with which the Installed Software is used or combined; (f) use of the Installed Software in a manner for which it was not designed; or (g) the failure of Customer to back-up its data or otherwise to fulfill any obligation under this Order or the Agreement, for the Installed Software supported hereunder. Notwithstanding the foregoing, any additional services or costs, must be proposed by Vision in a written estimate provided to Customer; and shall be binding upon the Customer only if approved by the Customer in a written amendment to the Contract Addendum.

1.8 Except to the extent required under the Contract Addendum or any exhibits thereto including without limitation Exhibit A and Exhibit B, this Agreement further shall not apply to, and the Services shall not be deemed to include:

Development or engineering of the Software, unless Vision shall deem such development or engineering necessary in its providing services under section 2.1 above;

Upgrades, customizations or other enhancements to the Software or Installed Software;

Supplies, accessories, media or other materials which are, by their nature, expendable or consumable, except for media which may be provided as part of the Services described in section 2.1 above;

Any services, including, without limitation, installation, alterations, modifications, maintenance or removal of, or relating to any item not furnished by Vision, and

Any services related to work external to the Software, including, without limitation, electrical work, cable routing or changes that affect the Specifications or the Customer's equipment and other software



Hosted Solution Terms

- 1.9 Customer may access and utilize Vision Cloud Servers only to access, view, edit, maintain or otherwise utilize their Customer Data in connection with the Software Services. Customer will not: (a) install or access any software or programs on the Vision Cloud Server without prior written approval from Vision; or (b) utilize the Vision Cloud Server to access the internet without prior written approval, other than indirect internet access through the CAMA UI. Customer will ensure that its content will not violate any applicable law. Customer is solely responsible for the development, content, operation, maintenance, and use of the Customer Data except as set forth in the Contract Addendum or any exhibits thereto including without limitation Exhibit A and Exhibit B.
- 1.10 Vision may suspend Customer's right to access or use any portion or all of the Hosted Solution immediately upon notice to Customer if Vision determines that Customer's use of the Hosted Solution (a) poses a security risk or could otherwise adversely impact Vision or to any other customer of Vision; could adversely impact Vision systems, the Service Offerings or Content of any other customer; (b) is fraudulent; or (c) constitutes a breach of this Agreement or a violation of applicable law.
- 1.11 Vision will provide sufficient space on Vision Server(s) for client's Vision 8 CAMA Database and Associated Documents.
- 1.12 Vision will install all required server software including SQL.
- 1.13 Vision will set-up and configure 30-day rolling nightly backups of the CAMA Data and appropriate system files.
- 1.14 Customer will remain responsible to maintain their local intranet in good working order.
- 1.15 Customer will remain responsible to provide internet access with sufficient bandwidth to all CAMA users.



January 31, 2023

Deputy Fluvanna County Attorney
Fluvanna County Attorney's Office
414 East Jefferson Street
Charlottesville, VA 22902

Dear Kristina Hofmann:

This letter is to confirm that Vision Government Solutions, Inc. is the sole source provider of Appraisal Vision CAMA software and its associated software components, maintenance, support, and upgrades from Stonewall CAMRA to Vision 8.

As the owner and sole developer of the proprietary *Appraisal Vision* software, Vision Government Solutions, Inc. remains the sole source qualified to supply upgrades, maintain, and support the software.

Sincerely,

Tasha Vincent

Tasha Vincent
Director of Vision8 Sales
Vision Government Solutions, Inc.

Appendix I

COUNTY OF FLUVANNA

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

GENERAL TERMS, CONDITIONS AND INSTRUCTIONS TO BIDDERS AND CONTRACTORS

These General Terms, Conditions and Instructions to Bidders and Contractor (hereinafter referred to as the “General Conditions”) shall apply to all purchases and be incorporated into and be a part of each Solicitation (as defined below) and every Contract (as defined below) awarded by Fluvanna County, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as the “County”) unless otherwise specified by the County in writing. Bidders, Offerors and Contractors or their authorized representatives are expected to inform themselves fully as to these General Conditions before submitting Bids or Proposals to and/or entering into any Contract with the County: failure to do so will be at the Bidder’s/Contractor’s own risk and except as provided by law, relief cannot be secured on the plea of error.

Subject to all Federal, State and local laws, policies, resolutions, regulations, rules, limitations and legislation, including the County’s Procurement Policies and Procedures, Bids or Proposals on all Solicitations issued by County will bind Bidders or Offerors, as applicable, and Contracts will bind Contractors, to all applicable terms, conditions, instructions, rules and requirements herein set forth unless otherwise SPECIFICALLY set forth by the County in writing in the Solicitation or Contract. All provisions of these General Conditions are material to any contract between the County and a Contractor.

INTRODUCTION

1. **VIRGINIA PUBLIC PROCUREMENT ACT AND ETHICS IN PUBLIC CONTRACTING:** The Virginia Public Procurement Act of Virginia Code §§ 2.2-4300 *et seq.* (hereinafter the “VPPA”) is incorporated herein by reference. Nothing in these General Conditions is intended to conflict with the VPPA and in case of any conflict, the VPPA controls. Specifically, the provisions of Article 6 of the VPPA (Virginia Code §§ 2.2-4367 through 2.2-4377) relating to ethics in contracting, shall be applicable to all Solicitations and Contracts solicited or entered into by the County. By submitting their Bids or signing any Contract, all Bidders and Contractors certify that they have not violated any of the provisions of Article 6 of the VPPA, including, but not limited to, that their Bids are made without collusion or fraud and that they have not offered or received any kickbacks or inducements.
2. **DEFINITIONS:** The definitions of Virginia Code §§ 2.2-4301, 2.2-4302.1 and 2.2-4302.2 are specifically incorporated herein by reference and as used in these General Conditions, whether capitalized or not, any of such defined terms have the same meaning as such terms have under the VPPA: such defined terms include: “Affiliate”, “Best Value”, “Business”, “Competitive Negotiation”, “Competitive Sealed Bidding”, “Construction”, “Construction Management Contract”, “Design-Build Contract”, “Employment Services Organization”, “Goods”, “Informality”, “Job Order Contracting”, “Multiphase Professional Services Contract”, “Nonprofessional Services”, “Potential Bidder or Offeror”, “Professional Services”, “Public Body”, “Public Contract”, “Responsible Bidder or Offeror”, “Responsive Bidder”, “Reverse Auctioning” and

“Services”. Additionally, as used in these General Conditions, the following terms, whether capitalized or not, have the following meanings:

- a. Bid/Proposal: The offer of a Bidder or Offeror to provide specific Goods or Services at specified prices and/or other conditions specified in the Solicitation. The term “Bid” is used throughout these General Conditions and where appropriate includes the term “Proposal” or any modifications or amendments to any Bid or Proposal.
- b. Bidder/Offeror/Vendor: Any individual(s), company, firm, corporation, partnership or other organization bidding or offering on any Solicitation issued by the County and/or offering to enter into Contracts with the County. The term “Bidder” is used throughout these General Conditions and where appropriate includes the term “Offeror” and/or “Vendor”.
- c. Contract: Any contract to which the County will be a party.
- d. Contractor: Any individual(s), company, firm, corporation, partnership, or other organization to whom an award is made by the County or whom enters into any contract to which the County is a party.
- e. County: The County of Fluvanna, a political subdivision of the Commonwealth of Virginia, including where applicable all agencies and departments of the County.
- f. County Administrator: The Fluvanna County Administrator.
- g. County Attorney: The Fluvanna County Attorney.
- h. Purchasing Agent: The County Administrator is the County’s Purchasing Agent and is responsible for the purchasing activity of Fluvanna County; and has signatory authority to bind the County to all contracts and purchases made lawfully under the Fluvanna County Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all other contracts and purchases only after the contracts or purchases have been approved by a vote of the Fluvanna County Board of Supervisors.
- i. General Terms, Conditions and Instructions to Bidders and Contractors (also referred to herein as the “General Conditions”): These General Terms, Conditions and Instructions to Bidders and Contractors shall be attached to and made a part of all Solicitations by the County and all Contracts to which the County is party.
- j. His: Any references to “his” shall include his, her, their, or its as appropriate.
- k. Invitation to Bid (also referred to herein as an “IFB”): A request which is made to prospective Bidders for their quotation on Goods or Services desired by the County. The issuance of an IFB will contain or incorporate by reference the General Conditions and the other specifications and contractual terms and

conditions applicable to the procurement.

- l. Purchasing Officer: The Purchasing Officer employed by the County and to whom Bidders/Contractors can submit questions relating to any Bid or Contract.
 - m. Request for Proposal (also referred to herein as a “RFP”): A request for an offer from prospective Offerors which shall indicate the general terms which are sought to be procured from Offerors. The RFP will specify the evaluation factors to be used and will contain or incorporate by reference the General Conditions and other applicable contractual terms and conditions, including any unique capabilities or qualifications that will be required of the Contractor.
 - n. Small Purchasing Procedures: The County’s Small Purchasing Procedures, being Chapter 4 of the County’s Procurement Policies and Procedures, a method of purchasing not requiring competitive sealed bids or competitive negotiation for single or term contracts for goods and services other than professional services if the aggregate or the sum of all phases is not expected to exceed \$50,000; and also allowing for single or term contracts for professional services without requiring competitive negotiation, provided the aggregate or the sum of all phases is not expected to exceed \$50,000.
 - o. Solicitation: The process of notifying prospective Bidders or Offerors that the County wishes to receive Bids or Proposals on a set of requirements to provide Goods or Services. “Solicitation” includes any notification of the County requirements may consist of public advertising (newspaper, County’s website, or other electronic notification), the mailing of notices of Solicitation, any Invitation for Quotes (“IFQ”), Initiations to Bid (“IFB”), or Requests for Proposal (“RFP”), the public posting of notices, issuance of an Open Market Procurement (“OMP”), or telephone calls to prospective Bidders or Offerors.
 - p. State: The Commonwealth of Virginia.
3. **AUTHORITY**: The Purchasing Agent shall serve as the principal public purchasing official for the County, and shall be responsible for the procurement of goods, services, insurance and construction in accordance with the County’s Procurement Policies and Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every Solicitation, Contract and purchase order issued by the County under the County’s Small Purchasing Procedures. The Purchasing Agent has signatory authority to bind the County to all contracts and purchases made lawfully under the County’s Small Purchasing Procedures. The Purchasing Agent has responsibility and authority for negotiating, placing and when necessary modifying every other Solicitation, Contract and purchase order issued by the County except that the Purchasing Agent has signatory authority to bind the County to all other contracts and purchases ONLY after the contracts or purchases have been adopted and approved by a vote of the Fluvanna County Board of Supervisors (the “Board”).

Unless specifically delegated by the Board or the Purchasing Agent, and consistent with the limited authority granted thereto, no other County officer or employee is authorized to order supplies or Services, enter into purchase negotiations or Contracts, or in any way obligate the County for any indebtedness. Any purchase or contract made which is contrary to such authority shall be of no effect and void and the County shall not be bound thereby.

For convenience, the County's Purchasing Officer shall serve as an intermediary between the Purchasing Agent and the Bidder or Contractor and any Bidder or Contractor may direct communications regarding any purchase, Solicitation or Contract to the Purchasing Officer; however as stated *supra* only the Board or County's Purchasing Agent can bind the County and only upon the conditions stated *supra*.

CONDITIONS OF BIDDING

4. **COMPETITION INTENDED:** It is the County's intent to encourage and permit open and competitive bidding in all Solicitations. It shall be the Bidder's responsibility to advise the County in writing if any language, requirement, specification, etc., or any combination thereof, stifles competition or inadvertently restricts or limits the requirements stated in a Solicitation to a single source. The County must receive such notification not later than seven (7) business days prior to the deadline set for acceptance of the Bids. In submitting a Bid, the Bidder guarantees that he or she has not been a party with other Bidders to an agreement to bid a fixed or uniform price. Violation of this implied guarantee shall render the Bid of any Bidder involved void.
5. **DISCRIMINATION PROHIBITED:** Pursuant to Virginia Code § 2.2-4310, the County does not discriminate against Bidders, Offerors or Contractors because of race, religion, color, sex, national origin, age, disability, status as a service disabled veteran, or any other basis prohibited by state law relating to discrimination in employment. Whenever solicitations are made, the County shall include businesses selected from a list made available by the Department of Small Business and Supplier Diversity. Pursuant to Virginia Code § 2.2-4343.1, the County does not discriminate against "faith-based organizations", being a religious organization that is or applies to be a contractor to provide goods or services for programs funded by the block grant provided pursuant to the Personal Responsibility and Work Reconciliation Act of 1996, P.L. 104-193.
6. **CLARIFICATION OF TERMS:** Pursuant to Virginia Code § 2.2-4316, if any Bidder has questions or comments about the specifications or other Solicitation documents, the prospective Bidder should contact the County no later than seven (7) business days prior to the date set for the opening of Bids or receipt of Proposals. Any revisions to the Solicitation will be made only by written addendum issued by the County. Notifications regarding specifications may not be considered if received in less than seven (7) business days of the date set for opening of Bids/receipt of Proposals.
7. **MANDATORY USE OF COUNTY FORM AND TERMS AND CONDITIONS:** Unless otherwise specified in the Solicitation, all Bids must be submitted on the forms

provided by the County, including but not limited to, a Cover Sheet or Pricing Schedule, if applicable, properly signed in ink in the proper spaces and submitted in a sealed envelope or package. Unauthorized modification of or additions to any portion of the Solicitation may be cause for rejection of the Bid. However, the County reserves the right to decide, on a case by case basis, in its sole discretion, whether to reject any Bid or Proposal which has been modified. These General Conditions are mandatory provisions of all Solicitations and all Contracts of the County.

8. LATE BIDS & MODIFICATION OF BIDS: Any Bid or modification thereto received at the office designated in the Solicitation after the exact time specified for receipt of the Bid is considered a late Bid or modification thereof. The County is not responsible for delays in the delivery of the mail by the U.S. Postal Service, private carriers or the inter-office mail system. It is the sole responsibility of the Bidder to ensure their Bid reaches County by the designated date and hour. The following rules apply to all Bids submitted to the County:

- a. The official time used in the receipt of Bids/Proposals is that time on the automatic time stamp machine in the Finance Department;
- b. Late Bids or modifications thereof will be returned to the Bidder UNOPENED, if Solicitation number, due date and Bidder's return address is shown on the container;
- c. If a Bid is submitted on time, however a modification thereto is submitted after the due date and time, then the County in its sole discretion may choose to consider the original Bid except that the County may not consider such original Bid if the Bid is withdrawn by the Bidder pursuant to Section 9 below; and
- d. If an emergency or unanticipated event or closing interrupts or suspends the County's normal business operations so that Bids cannot be received by the exact time specified in the Solicitation, then the due date/time specified for receipt of Bids will be deemed to be extended to the same time of day specified in the Solicitation on the first work day on which normal County business operations resume.

9. WITHDRAWAL OF BIDS:

- a. Pursuant to Virginia Code § 2.2-4330, a Bidder for a public construction contract, other than a contract for construction or maintenance of public highways, may withdraw his Bid from consideration if the price bid was substantially lower than the other Bids due solely to a mistake in the Bid, provided the Bid was submitted in good faith, and the mistake was a clerical mistake as opposed to a judgment mistake, and was actually due to an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid, which unintentional arithmetic error or unintentional omission can be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn.

If a Bid contains both clerical and judgment mistakes, a Bidder may withdraw his Bid from consideration if the price bid would have been substantially lower than the other Bids due solely to the clerical mistake, that was an unintentional arithmetic error or an unintentional omission of a quantity of work, labor or material made directly in the compilation of a Bid that shall be clearly shown by objective evidence drawn from inspection of original work papers, documents and materials used in the preparation of the Bid sought to be withdrawn. The Bidder shall give notice in writing to the County of his or her claim of right to withdraw his or her Bid within two (2) business days after the conclusion of the Bid opening procedure and shall submit original work papers with such notice.

- b. A Bidder for a Contract other than for public construction may request withdrawal of his or her Bid under the following circumstances:
 - i. Bids may be withdrawn on written request from the Bidder received at the address shown in the Solicitation prior to the time of opening.
 - ii. Requests for withdrawal of Bids after opening of such Bids but prior to award shall be transmitted to the County, in writing, accompanied by full documentation supporting the request. If the request is based on a claim of error, documentation must show the basis of the error. Such documentation may take the form of supplier quotations, Bidder work sheets, etc. If Bid bonds were tendered with the Bid, the County may exercise its right of collection.
- c. No Bid may be withdrawn under this Section 9 when the result would be the awarding of the Contract on another Bid of the same Bidder or of another Bidder in which the ownership of the withdrawing Bidder is more than five percent (5%).
- d. If a Bid is withdrawn under the authority of this Section 9 the lowest remaining Bid shall be deemed to be the low Bid.
- e. No Bidder who, is permitted to withdraw a Bid shall, for compensation, supply any material or labor to or perform any subcontract or other work agreement for the person or firm to whom the Contract is awarded or otherwise benefit, directly or indirectly, from the performance of the project for which the withdrawn Bid was submitted.
- f. The County shall notify the Bidder in writing within five (5) business days of its decision regarding the Bidder's request to withdraw its Bid. If the County denies the withdrawal of a Bid under the provisions of this Section 9, it shall State in such notice the reasons for its decision and award the Contract to such Bidder at the Bid price, provided such Bidder is a responsible and responsive Bidder. At the same time that the notice is provided, the County shall return all work papers and copies thereof that have been submitted by the Bidder.

- g. Under these procedures, a mistake shall be proved only from the original work papers, documents and materials delivered as required herein. The work papers, documents and materials submitted by the bidder shall, at the bidder's request, be considered trade secrets or proprietary information subject to the conditions of subsection F of Virginia Code § 2.2-4342.
- 10. ERRORS IN BIDS:** When an error is made in extending total prices, the unit Bid price will govern. Erasures in Bids must be initialed by the Bidder. Carelessness in quoting prices, or otherwise in preparation of the Bid, will not relieve the Bidder. Bidders/Offerors are cautioned to recheck their Bids for possible error. Errors discovered after public opening cannot be corrected and the Bidder will be required to perform if his or her Bid is accepted.
- 11. IDENTIFICATION ON BID ENVELOPE:** All Bids, Proposals and requested copies thereof submitted to the County shall be in a separate envelope or package, sealed and identified with the following information clearly marked on the outside of the envelope or package:
- a. Addressed as indicated on page 1 of the solicitation;
 - b. Solicitation number;
 - c. Title;
 - d. Bid due date and time;
 - e. Bidder's name and complete mailing address (return address); and
 - f. Pursuant to Virginia Code § 2.2-4311.2, the Bidder's identification number issued by the State Corporation Commission, or if the bidder is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 or as otherwise required by law shall include in its bids or proposal a statement describing why the bidder or offeror is not required to be so authorized.
- If a Bid is not addressed with the information as shown above, the Bidder takes the risk that the envelope may be inadvertently opened and the information compromised, which may cause the Bid to be disqualified. Bids may be hand delivered to the designated location in the County's offices. No other correspondence or other Proposals/Bids should be placed in the envelope. Any Bidder or Offeror that fails to provide the information required in (f) above shall not receive an award unless a waiver is specifically granted by the County Administrator.
- 12. ACCEPTANCE OF BIDS:** Unless otherwise specified, all formal Bids or Proposals submitted shall be valid for a minimum period of one hundred twenty (120) calendar days following the date established for opening or receipt, respectively, unless extend by mutual agreement of the parties. At the end of the one hundred twenty (120) calendar days the Bid/Proposal may be withdrawn at the written request of the Bidder. Thereafter, unless and until the Proposal is withdrawn, it remains in effect until an award is made or the Solicitation is canceled by the County. The County may cancel any Solicitation at any time by notice of such cancelation to the Bidders.

- 13. COMPLETENESS:** To be responsive, a Bid must include all information required by the Solicitation.
- 14. CONDITIONAL BIDS:** Conditional Bids are subject to rejection in whole or in part.
- 15. RESPONSE TO SOLICITATIONS:** In the event a Bidder cannot submit a Bid on a Solicitation, the Bidder is requested to return the Solicitation cover sheet with an explanation as to why the Bidder is unable to Bid on these requirements, or if there be no cover sheet for the Solicitation a letter to the County explaining the same.
- 16. BIDDER INTERESTED IN MORE THAN ONE BID AND COLLUSION:** More than one bid from an individual, firm, partnership, corporation or association under the same or different name will be rejected. Reasonable grounds for believing that a bidder is interested in more than one bid for the work contemplated will cause rejection of all bids in which the bidder is interested. Any or all bids may be rejected if there is any reason for believing that collusion exists among the bidders. Participants in such collusion may not be considered in future bids for the same work. Each bidder, as a condition of submitting a bid, shall certify that he is not a party to any collusive action as herein defined. However, a party who has quoted prices on work, materials, or supplies to a Bidder is not thereby disqualified from quoting prices to other Bidders or firms submitting a Bid directly for the work, materials or supplies.
- 17. BID OPENING:** Pursuant to Virginia Code § 2.2-4301, all Bids received in response to an IFB will be opened at the date, time and place specified, and announced publicly, and made available for inspection as provided in Section 21 of these General Conditions. Proposals received in response to an RFP will be made available for inspection as provided in Section 21 of these General Conditions.
- 18. TAX EXEMPTION:** The County is exempt from the payment of any federal excise or any Virginia sales tax. The price bid must be net, exclusive of taxes. Tax exemption certificates will be furnished if requested by the Bidder.
- 19. DEBARMENT STATUS:** By submitting their Bids, Bidders certify that they are not currently debarred from submitting Bids on Contracts by the County, nor are they an agent of any person or entity that is currently debarred from submitting Bids or Proposals on Contracts by the County or any agency, public entity/locality or authority of the State.
- 20. NO CONTACT POLICY:** No Bidder shall initiate or otherwise have contact related to the Solicitation with any County representative or employee, other than the Purchasing Officer or Purchasing Agent, after the date and time established for receipt of Bids. Any contact initiated by a Bidder with any County representative, other than the Purchasing Officer or Purchasing Agent, concerning this Solicitation is prohibited and may cause the disqualification of the Bidder.

21. VIRGINIA FREEDOM OF INFORMATION ACT: As provided under Virginia Code § 2.2-4342, all proceedings, records, Contracts and other public records relating to procurement transactions shall be open to the inspection of any citizen, or any interested person, firm or corporation, in accordance with the Virginia Freedom of Information Act of Virginia Code §§ 2.2-3700 *et seq.*, except:

- a. Cost estimates relating to a proposed procurement transaction prepared by or for the County shall not be open to public inspection;
- b. Any competitive sealed bidding Bidder, upon request, shall be afforded the opportunity to inspect Bid records within a reasonable time after the opening of Bids but prior to award, except in the event that the County decides not to accept any of the Bids and to reopen the Contract. Otherwise, Bid records shall be open to public inspection only after award of the Contract;
- c. Any competitive negotiation Offeror, upon request, shall be afforded the opportunity to inspect Proposal records within a reasonable time after the evaluation and negotiations of Proposals are completed but prior to award except in the event that the County decides not to accept any of the Proposals and to reopen the Contract. Otherwise, Proposal records shall be open to the public inspection only after award of the Contract;
- d. Any inspection of procurement transaction records under this Section 21 shall be subject to reasonable restrictions to ensure the security and integrity of the records;
- e. Trade secrets or proprietary information submitted by a Bidder, Offeror or Contractor in connection with a procurement transaction shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the Bidder, Offeror or Contractor must invoke the protections of this Section 21 prior to or upon submission of the data or other materials, and must identify the data or other materials to be protected and State the reasons why protection is necessary; and
- f. Nothing contained in this Section 21 shall be construed to require the County, when procuring by “competitive negotiation” (RFP), to furnish a Statement of reasons why a particular Proposal was not deemed to be the most advantageous to the County.

22. CONFLICT OF INTEREST: Bidder/Contractor certifies by signing any Bid/Contract to/with the County that no conflict of interest exists between Bidder/Contractor and County that interferes with fair competition and no conflict of interest exists between Bidder/Contractor and any other person or organization that constitutes a conflict of interest with respect to the Bid/Contract with the County.

SPECIFICATIONS

23. OMISSIONS OR DISCREPANCIES: Any items or parts of any equipment listed in a Solicitation which are not fully described or are omitted from such specification, and which are clearly necessary for the completion of such equipment and its appurtenances, shall be considered a part of such equipment although not directly specified or called for

in the specifications. Should a Bidder find a discrepancy or ambiguity in, or an omission from, the Solicitation, including the drawings and/or specifications, he or she shall so notify the County within twenty-four (24) hours of noting the discrepancy, ambiguity or omission and in any event no less than five (5) days prior to the date set for the opening of Bids. If necessary, the County will send a written addendum for clarification to all Bidders no later than three (3) days before the date set for opening of Bids. Any notification regarding specifications received less than five (5) days prior to the date set for the opening of Bids may or may not be considered by the County in its sole discretion. The Bidder shall abide by and comply with the true intent of the specifications and not take advantage of any unintentional error or omission, but shall fully complete every part as the true intent and meaning of the specifications and drawings. Whenever the mention is made of any articles, material or workmanship to be in accordance with laws, ordinances, building codes, underwriter's codes, A.S.T.M. regulations or similar expressions, the requirements of these laws, ordinances, etc., shall be construed as to the minimum requirements of these specifications.

- 24. BRAND NAME OR EQUAL ITEMS:** Pursuant to Virginia Code § 2.2-4315, unless otherwise provided in the Solicitation, the name of a certain brand, make or manufacturer does not restrict Bidders to the specific brand, make or manufacturer named; it conveys the general style, type, character, and quality of the article desired, and any article which the County in its sole discretion determines to be the equal of that specified, considering quality, workmanship, economy of operation, and suitability for the purpose intended, shall be accepted. The Bidder is responsible to clearly and specifically indicate the product being offered and to provide sufficient descriptive literature, catalog cuts and technical detail to enable the County to determine if the product offered meets the requirements of the Solicitation. This is required even if offering the exact brand, make or manufacturer specified. Normally in competitive sealed bidding, only the information furnished with the Bid will be considered in the evaluation. Failure to furnish adequate data for evaluation purposes may result in declaring a Bid non-responsive. Unless the Bidder clearly indicates in its Bid that the product offered is "equal" product, such Bid will be considered to offer the brand name product referenced in the Solicitation.
- 25. FORMAL SPECIFICATIONS:** When a Solicitation contains a specification which states no substitutes, no deviation therefrom will be permitted and the Bidder will be required to furnish articles in conformity with that specification.
- 26. CONDITION OF ITEMS:** Unless otherwise specified in the Solicitation, all items shall be new, in first class condition.

AWARD

- 27. RESPONSIBLE BIDDERS:** In determining whether a Bidder is a responsible Bidder as defined herein, at minimum, the following criteria will be considered:
- a. The ability, capacity and skill of the Bidder to perform the Contract or provide the service required under the Solicitation;

- b. Whether the Bidder can perform the Contract or provide the service promptly, or within the time specified, without delay or interference;
- c. The character, integrity, reputation, judgment, experience and efficiency of the Bidder;
- d. The quality of performance of previous Contracts or Services;
- e. The previous and existing compliance by the Bidder with laws and ordinances relating to the Contract or Services;
- f. The sufficiency of the financial resources and ability of the Bidder to perform the Contract or provide the service;
- g. The quality, availability and adaptability of the Goods or Services to the particular use required;
- h. The ability of the Bidder to provide future maintenance and service for the use of the subject of the Contract;
- i. The number and scope of the conditions attached to the Bid;
- j. Whether the Bidder is in arrears to the County on debt or Contract or is a defaulter on surety to the County or whether the Bidder's County taxes or assessments are delinquent; and
- k. Such other information as may be secured by the County, the Purchasing Agent or the Purchasing Officer having a bearing on the decision to award the Contract. If an apparent low Bidder is not awarded a Contract for reasons of nonresponsibility, the County shall so notify that Bidder and shall have recorded the reasons in the Solicitation or Contract file.

28. AWARD OR REJECTION OF BIDS; WAIVER OF INFORMALITIES: The County shall award the Contract to the lowest responsive and responsible Bidder complying with all provisions of the IFB, provided the Bid price is reasonable and it is in the best interest of the County to accept it. Awards made in response to a RFP will be made to the highest qualified Offeror whose Proposal is determined, in writing, to be the most advantageous to the County taking into consideration the evaluation factors set forth in the RFP. The County reserves the right to award a Contract by individual items, in the aggregate, or in combination thereof, or to reject any or all Bids and to waive any informality in Bids received whenever such rejection or waiver is in the best interest of the County. Award may be made to as many Bidders/Offerors as deemed necessary to fulfill the anticipated requirements of the County. The County also reserves the right to reject the Bid if a Bidder is deemed to be a non-responsible Bidder. Pursuant to Virginia Code § 2.2-4319, an IFB, a RFP, any other solicitation, or any and all bids or proposals, may be canceled or rejected by the County at any time. The reasons for cancellation or rejection shall be made part of the contract file. The County shall not cancel or reject an IFB, a RFP, any other solicitation, bid or proposal solely to avoid awarding a contract to a particular responsive and responsible bidder or offeror.

29. EXCLUSION OF INSURANCE BIDS PROHIBITED: Pursuant to Virginia Code § 2.2-4320, notwithstanding any other provision of law or these General Conditions, no insurer licensed to transact the business of insurance in the State or approved to issue surplus lines insurance in the State shall be excluded from presenting an insurance bid proposal to the County in response to a RFP or an IFB; excepting that the County may

debar a prospective insurer pursuant to its Debarment Policy, see Chapter 2 of the County's Procurement Policies and Procedures.

30. ANNOUNCEMENT OF AWARD: Upon the award or announcement of the decision to award a Contract as a result of this Solicitation, the County will publicly post such notice on the County's bulletin board located at 72 Main Street, 2nd Floor, Palmyra, Virginia 22963. Award results may also be viewed on the County's website.

31. QUALIFICATIONS OF BIDDERS OR OFFERORS: The County may make such reasonable investigations as deemed proper and necessary to determine the ability of the Bidder to perform the work/furnish the item(s) and the Bidder shall furnish to the County all such information and data for this purpose as may be requested. The County reserves the right to inspect Bidder's physical facilities prior to award to satisfy questions regarding the Bidder's capabilities. The County further reserves the right to reject any Bid or Proposal if the evidence submitted by or investigations of, such Bidder fails to satisfy the County that such Bidder is properly qualified to carry out the obligations of the Contract and to complete the work/furnish the item(s) contemplated therein.

32. TIE BIDS AND PREFERENCE FOR VIRGINIA PRODUCTS WITH RECYCLED CONTENT AND FOR VIRGINIA FIRMS:

- a. Pursuant to Virginia Code § 2.2-4328, in the case of a tie bid on an IFB only, the County may give preference to Goods, Services and construction produced in Fluvanna County or provided by persons, firms or corporations having principal places of business in Fluvanna County. If such choice is not available, preference shall then be given to Goods produced in Virginia, or for goods, services or construction provided by Virginia persons, firms, corporations, pursuant Virginia Code § 2.2-4324. If no County or State choice is available, the tie shall be decided publicly by lot. The decision by the County to make award to one or more such Bidders shall be final.
- b. Whenever the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a percentage preference, a like preference shall be allowed to the lowest responsive and responsible bidder who is a resident of Virginia and is the next lowest bidder. If the lowest responsive and responsible bidder is a resident of any other state and such state under its laws allows a resident contractor of that state a price-matching preference, a like preference shall be allowed to responsive and responsible bidders who are residents of Virginia. If the lowest bidder is a resident contractor of a state with an absolute preference, the bid shall not be considered. The Department of General Services shall post and maintain an updated list on its website of all states with an absolute preference for their resident contractors and those states that allow their resident contractors a percentage preference, including the respective percentage amounts. For purposes of compliance with this Section 32, the County may rely upon the accuracy of the information posted on this website.
- c. Notwithstanding the provisions of subsections a and b, in the case of a tie bid in instances where goods are being offered, and existing price preferences have

already been taken into account, preference shall be given to the bidder whose goods contain the greatest amount of recycled content.

- d. For the purposes of this Section 32, a Virginia person, firm or corporation shall be deemed to be a resident of Virginia if such person, firm or corporation has been organized pursuant to Virginia law or maintains a principal place of business within Virginia.

33. NEGOTIATION WITH LOWEST RESPONSIBLE BIDDER: Pursuant to Virginia Code § 2.2-4318, unless cancelled or rejected, a responsive Bid from the lowest responsible Bidder shall be accepted as submitted, except that if the Bid from the lowest responsible Bidder exceeds available funds, the County may negotiate with the apparent low Bidder to obtain a Contract price within available funds. However, the negotiation may be undertaken only under conditions and procedures described in writing and approved by the County prior to issuance of the IFB and summarized therein.

CONTRACT PROVISIONS

34. APPLICABLE LAW AND COURTS: Any Bid or Contract resulting from a Solicitation and its terms, including, but not limited to, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Contractor shall comply with applicable federal, State and local laws, ordinances, rules and regulations in performance of the Contract.

35. PROVISION AND OWNERSHIP OF INFORMATION: The County shall make a good faith effort to identify and make available to the Contractor all non-confidential technical and administrative data in the County's possession which the County may lawfully release including, but not limited to Contract specifications, drawings, correspondence, and other information specified and required by the Contractor and relating to its work under any Contract. The County reserves its rights of ownership to all material given to the Contractor by the County and to all background information documents, and computer software and documentation developed by the Contractor in performing any Contract.

36. DOCUMENTS: All documents, including but not limited to data compilations, drawings, reports and other material, whether in hard copy or electronic format, prepared, developed or furnished by the Contractor pursuant to any Contract shall be the sole property of the County. At the direction of the County, the Contractor shall have the right to make copies of the documents produced available to other parties. The County shall be entitled to delivery of possession of all documents, upon payment in accordance with the terms of any Contract for the service incurred to produce such documents.

37. CONFIDENTIALITY: Contractor shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for the County in connection with the performance by Contractor of its services hereunder, without prior written approval of the County. Contractor, cognizant of the sensitive nature of much of the data supplied by the County, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of the County, unless disclosure of such information by it is required by law, rule or regulation or the valid order of a court or administrative agency.

38. INDEPENDENT CONTRACTOR: The Contractor and any agents, or employees of the Contractor, in the performance of any Contract shall act as an independent contractor and not as officers, employees or agents of the County.

39. INSURANCE: The Contractor agrees that, during the period of time it renders services to the County pursuant to any Contract, it shall carry (and provide the County with evidence of coverage) the following minimum amounts of insurance:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker’s Compensation	Amount required by Virginia law	

The Contract may specifically require the Contractor to carry higher minimum amounts of insurance.

In addition, the Contractor shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Contract obtain, and continue to maintain for the duration of the work, workers’ compensation coverage in the amount required by Virginia law.

40. KEY PERSONNEL: For the duration of any Contract, the Contractor shall make no substitutions of key personnel unless the substitution is necessitated by illness, death, or termination of employment, or as expressly approved by the County. The Contractor

shall notify the County within five (5) calendar days after the occurrence of any of these events and provide the information required by the paragraph below.

The Contractor shall provide a detailed explanation of the circumstances necessitating any proposed substitution, complete resumes for the proposed substitute, and any additional information requested by the County. The proposed substitute should have comparable qualifications to those of the person being replaced. The County will notify the Contractor within fifteen (15) calendar days after receipt of all required information of its approval or disapproval of the proposed substitution.

- 41. SEVERABILITY:** If any term, covenant or provision of these General Conditions or any Contract shall be held to be invalid, illegal or unenforceable in any respect, these General Conditions and any Contract shall remain in effect and be construed without regard to such provision.
- 42. TITLES:** The titles and section headings herein and in any Contract are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.
- 43. ATTORNEYS' FEES:** In the event of a dispute between the County and Contractor under any Contract which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees.
- 44. NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by the County, nor any extension of time, shall operate as a waiver of any provision of any Contract, nor of any power herein reserved to the County, or any right to damages herein provided, nor shall any waiver of any breach of any Contract be held to be a waiver of any other or subsequent breach. Failure of the County to require compliance with any term or condition of any Contract shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.
- 45. NO FINANCE CHARGES:** No finance charges shall be paid by the County.
- 46. ANTITRUST:** By entering into a Contract, the Contractor conveys, sells, assigns, and transfers to the County all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust law of the United States or the State, relating to the particular Goods or Services purchased or acquired by the County under said Contract. Consistent and continued tie bidding could cause rejection of Bids by the County and/or investigation for antitrust violations.
- 47. PAYMENT:** Pursuant to Virginia Code § 2.2-4352, unless more time is provided in the Solicitation or Contract, payment will be made forty-five (45) days after receipt by the County of a proper invoice, or forty-five (45) days after receipt of all Goods or acceptance of work, whichever is later. The County reserves the right to withhold any or all payments or portions thereof for Contractor's failure to perform in accordance with the

provision of the Contract or any modifications thereto. Within twenty (20) days of receipt of proper invoice or of goods or services, the County shall notify the Contractor if any defect or impropriety that would prevent payment by the payment date. The following provisions apply to such payments:

- a. Invoices for items/Services ordered, delivered/performed and accepted shall be submitted by the Contractor in duplicate directly to the payment address shown on the purchase order, Solicitation or Contract, as applicable. All invoices shall show the Contract number, purchase order number, or Solicitation number, as applicable, and as required under Virginia Code § 2.2-4354, either the individual Contractor's social security number or the Contractor's federal employer identification number, whichever is applicable.
- b. Any payment terms requiring payment in less than forty-five (45) days will be regarded as requiring payment forty-five (45) days after receipt of proper invoice or receipt of all Goods or acceptance of work, whichever occurs later. Notwithstanding the foregoing, offers of discounts for payment in less than forty-five (45) days are valid and enforceable.
- c. Pursuant to Virginia Code § 2.2-4353, the date any payment shall be deemed the date of postmark in all cases where payment is made by mail.
- d. The County's fiscal year is July 1 to June 30. Contractors are advised to submit invoices, especially for Goods and/or Services provided in the month of June, for the entire month (i.e. June 1 - June 30), so that expenses are recognized in the appropriate fiscal year.
- e. Any payment made by the Contractor to the County shall only be made in U.S. Dollars. If payment is received in foreign currency the County may, in its sole discretion, reject such payment and require immediate compensation in U.S. Dollars.

48. SUBCONTRACTORS: Pursuant to Virginia Code § 2.2-4354, in the event that any subcontractors are used by Contractor in connection with the work, Contractor shall:

- a. Within seven (7) days after receipt of amounts paid to the Contractor for work performed by a subcontractor, either:
 - i. Pay the subcontractor for the proportionate share of the total payment received attributable to the work performed by the subcontractor under any Contract; or
 - ii. Notify the County and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

- b. Contractor shall require each subcontractor to provide either (i) for an individual, their social security numbers, or (ii) for proprietorships, partnerships, and corporations to provide their federal employer identification numbers.
- c. The Contractor shall pay interest to any subcontractor on all amounts owed by the Contractor that remain unpaid after seven days following receipt by the Contractor of payment from the County for work performed by the subcontractor under any Contract, except for amounts withheld as allowed in subdivision (a)(II) above. Unless otherwise provided under the terms of any Contract, interest shall accrue at the rate of one percent (1%) per month.
- d. The Contractor shall include in each of its subcontracts under any Contract a provision requiring each subcontractor to include or otherwise be subject to the above payment and interest requirements (a), (b) and (c) with respect to each lower tier subcontractor.
- e. The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the payment clause in this Section 48 shall not be construed to be an obligation of the County. No Contract modification may be made for the purpose of providing reimbursement for such interest charge. No cost reimbursement claim may include any amount for reimbursement for such interest charge.

49. RETAINAGE ON CONSTRUCTION CONTRACTS: Pursuant to Virginia Code 2§ 2.2-4333, if a Contract for construction provides for progress payments in installments based upon an estimated percentage of completion, then the contractor shall be paid at least ninety-five percent (95%) of the earned sum when payment is due, with no more than five percent (5%) being retained to ensure faithful performance of the contract. All amounts withheld may be included in the final payment. Any subcontract related to work on a Contract that provides for similar progress payments shall be subject to the provisions above and the Contractor agrees to include such provisions in every subcontract.

50. SUCCESSORS AND ASSIGNS: The County and the Contractor bind themselves and their respective successors and assigns to any Contract. The foregoing notwithstanding, the Contractor shall not assign, sublet or transfer its interest in any Contract without the prior written consent of the County, which may be granted or withheld in the County's sole discretion. Nothing hereinafter mentioned shall be construed as creating any personal liability on the part of any officer, agent or employee of the County, nor shall it be construed as giving any benefits hereunder to anyone other than the County and the Contractor.

51. DEFAULT: Failure of a Contractor to deliver Goods or Services in accordance with Contract terms and conditions and/or within the time specified, or within reasonable time as interpreted by the County in its sole discretion, or failure to make replacements/corrections of rejected articles/services when so requested, immediately or as directed by the County, or failure of the Contractor to act in accordance with the Contract in any material respect, as reasonably determined by the County, shall constitute

a “default” by the Contractor and shall further authority for the County to purchase in the open market articles/services of comparable grade/quality to replace the services, articles rejected, and/or not delivered. On all such purchases, the Contractor shall reimburse the County, within a reasonable time specified by the County, for any expense incurred in excess of Contract prices including, but not limited to, any purchase and administrative costs. Such purchases shall be deducted from the Contract quantities, if applicable. Should public necessity demand it, the County reserves the right to use or consume articles delivered or services performed which are substandard in quality, subject to an adjustment in price to be determined by the County. In case of any default, the County, after due oral or written notice if required in accordance with the Contract, may terminate the Contract at its option in its sole discretion effective immediately. These remedies shall be in addition to any other remedies which the County may have, including but not limited to, any remedies at law, under the Contract or in equity.

Notwithstanding the foregoing, the Contractor shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in the County's opinion, are beyond the control of the Contractor. Under such circumstances, however, the County may, at its sole discretion, terminate or cancel the Contract effective immediately.

52. NON-DISCRIMINATION ASSURANCES: The Contractor shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act:

- a. During the performance of any Contract, the Contractor agrees as follows: the Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause. The Contractor, in all Solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer. Notices, advertisements and Solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section 52.
- b. The Contractor shall include the provisions of paragraph (a) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

53. MODIFICATION:

- a. Pursuant to Virginia Code § 2.2-4309, these General Conditions and any Contract entered into by the County and any Contractor shall not be subject to change, modification, or discharge except by written instrument signed by the County and Contractor, but no fixed-price contract may be increased by more than twenty-five percent (25%) of the amount of the contract or \$50,000, whichever is greater, without the advance written approval of the County's Board. In no event may the amount of any contract, without adequate consideration, be increased for any purpose, including, but not limited to, relief of an offeror from the consequences of an error in its bid or offer.
 - b. The County may, but is not obligated to, extend the term of an existing contract for services to allow completion of any work undertaken but not completed during the original term of the contract.
 - c. Nothing in this Section 53 shall prevent the County from placing greater restrictions on contract modifications.
- 54. INDEMNIFICATION:** Contractor agrees to indemnify, keep and save harmless the County, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Contractor's, its agents', subcontractors', employees', or volunteers' negligence or wrongful acts or omissions in connection with its performance of any Contract. The Contractor shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be rendered against the County in any such action, the Contractor shall, at his or her own expenses, satisfy and discharge the same. Contractor expressly understands and agrees that any performance bond or insurance protection required by any Contract, or otherwise provided by the Contractor, shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County as herein provided. Nothing contained in this Solicitation or the Contract shall be deemed to be a waiver of the County's sovereign immunity.
- 55. DRUG-FREE WORKPLACE:** Pursuant to Virginia Code § 2.2-4312, in every Contract over \$10,000.00 the following provisions apply: During the performance of any Contract, the Contractor agrees to (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the

foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

For the purposes of this Section, “*drug-free workplace*” means a site for the performance of work done in connection with a specific Contract awarded to a Contractor in accordance with this the VPPA and the County’s Procurement Procedures, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Contract.

56. TERMINATION: Contracts will remain in force for full periods specified and/or until all articles ordered before date of termination shall have been satisfactorily delivered and accepted and thereafter until all requirements and conditions shall have been met, unless:

- a. Terminated prior to expiration date by satisfactory deliveries of entire Contract requirements;
- b. Terminated by the County upon thirty (30) days written notice to the Contractor at the County’s convenience in the County’s sole discretion (“termination for convenience”), unless a termination for convenience is specifically and expressly prohibited by the Contract. Any Contract cancellation notice shall not relieve the Contractor of the obligation to deliver and/or perform on all outstanding orders issued prior to the effective date of the termination;
- c. Terminated by the County for cause, default or negligence on the part of the Contractor. However, pursuant to Section 51 of these General Conditions, the County may hold the Contractor responsible for any resulting additional purchase and administrative costs. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Contractor of the termination for cause;
- d. Extended upon written authorization of County and accepted by Contractor, to permit ordering of unordered balances or additional quantities at Contract prices and in accordance with Contract terms.

57. APPROPRIATIONS: Notwithstanding any other provision of any Contract, the payment of the County's obligations under any Contract shall be subject to annual appropriations by the Board of Supervisors of the County in each fiscal year of monies sufficient to satisfy the same.

58. REFERENCES TO VIRGINIA LAW: Any reference in these General Conditions to the Code of Virginia or other relevant Federal, State or local law is incorporated in whole herein by reference as in effect at the time of the Solicitation or Contract as such statutory provisions may be amended or replaced by any statute dealing with the same or similar subject matter.

59. COOPERATIVE PROCUREMENT: Except as prohibited by the current Code of Virginia, all resultant Contracts will be extended to other Public Bodies of the Commonwealth of Virginia, to permit their ordering of Goods, supplies and/or Services at the prices and terms of the resulting Contract (“cooperative procurement”). By submitting any Bid or entering into any Contract with the County a Bidder/Contractor expressly authorizes cooperative procurement under Virginia Code § 2.2-4304 to the full extent permitted by law. If any other public body decides to use any Contract, the Contractor must deal directly with that public body concerning all matters relating thereto, including but not limited to, the placement or orders, issuance of the purchase order, contractual disputes, invoicing and payment. The County acts only as the “Contracting Agent” for these public bodies. Any resulting contract with other public bodies shall be governed by the laws of that specific entity. It is the Contractor’s responsibility to notify the public bodies of the availability of the Contract. Fluvanna County shall not be held liable for any direct or indirect costs, damages or other claim of any kind incurred by another public body or any Contractor as a result of any cooperative procurement.

60. AUDIT: The Contractor hereby agrees to retain all books, records and other documents relative to any Contract for five (5) years after final payment, or until audited by the County, whichever is sooner. The County, its authorized agents, and/or County auditors shall have full access to and right to examine any of said materials during said period.

61. GUARANTIES AND WARRANTIES: All guarantees, representations and warranties required shall be furnished by the Contractor and shall be delivered to the Purchasing Agent before final payment on any Contract is made. In addition to any guarantees, representations and warranties required under the Contract, the Contractor agrees to:

- a. Save the County, its agents and employees harmless from liability of any nature or kind for the use of any copyrighted or un-copyrighted composition; secret process, patented or unpatented; invention; article or appliance furnished or used in the performance of a Contract for which the Contractor is not the patentee, assignee, licensee or owner;
- b. Protect the County against latent defective material or workmanship and to repair or replace any damages or marring occasioned in transit or delivery;
- c. Furnish adequate protection against damage to all work and to repair damages of any kind to the building or equipment, to the Contractor’s own work or to the work of other contractors, for which the Contractor’s workers are responsible;
- d. Pay for all permits, licenses and fees and give all notices and comply with all laws, ordinances, rules and regulations of the County; and
- e. Protect the County from loss or damage to County owned property while it is in the custody of the Contractor;

- f. At minimum supply all Goods or Services with the manufacturer's standard warranty, if applicable; and
- g. For any Contract involving Services of any nature, the Contractor further agrees to:
 - i. Enter upon the performance of Services with all due diligence and dispatch, assiduously press to its complete performance, and exercise therein the highest degree of skill and competence;
 - ii. Allow Services to be inspected or reviewed by an employee of the County at any reasonable time and place selected by the County;
 - iii. Acknowledges that the County shall be under no obligation to compensate Contractor for any Services not rendered in strict conformity with the Contract; and
 - iv. Stipulates that the presence of a County Inspector shall not lessen the obligation of the Contractor for performance in accordance with the Contract requirements, or be deemed a defense on the part of the Contractor for infraction thereof. The Inspector is not authorized to revoke, alter, enlarge, relax, or release any of the requirements of any Contract. Any omission or failure on the part of the Inspector to disapprove or reject any work or material shall not be construed to be an acceptance of any such defective work or material.

62. PRICE REDUCTIONS: If at any time after the date of the Bid/Contract the Contractor makes a general price reduction in the comparable price of any material covered by the Contract to customers generally, an equivalent price reduction based on similar quantities and/or considerations shall apply to any Contract for the duration of the Contract period (or until the price is further reduced). Such price reduction shall be effective at the same time and in the same manner as the reduction in the price to customers generally. For purpose of this provision, a "general price reduction" shall mean any horizontal reduction in the price of an article or service offered (1) to Contractor's customers generally, or (2) in the Contractor's price schedule for the class of customers, i.e., wholesalers, jobbers, retailers, etc., which was used as the basis for bidding on this Solicitation. An occasional sale at a lower price, or sale of distressed merchandise at a lower price, would not be considered a "general price reduction" under this provision. The Contractor shall submit his or her invoice at such reduced prices indicating on the invoice that the reduction is pursuant to the "Price Reduction" provision of the Contract documents. The Contractor in addition will within ten (10) days of any general price reduction notify the County of such reduction by letter. **FAILURE TO DO SO IS A DEFAULT UNDER THE CONTRACT AND MAY RESULT IN TERMINATION OF THE CONTRACT IN THE COUNTY'S DISCRETION.** The Contractor, if requested, shall furnish, within ten (10) days after the end of the Contract period, a statement certifying either (1) that no general price reduction, as defined above, was made after the date of the Bid or Contract, or (2) if any such general price reductions were made, that as provided above, they were reported to the County within ten (10) days and the County was billed at the reduced prices. Where one or more such general price reductions were made, the statement furnished by

the Contractor shall include with respect to each price reduction (1) the date when notice of any such reduction was issued, (2) the effective date of the reduction, and (3) the date when the County was notified of any such reduction.

63. COMPLIANCE WITH IMMIGRATION LAW: Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

64. VIRGINIA STATE CORPORATION COMMISSION: Pursuant to Virginia Code § 2.2-4311.2, Any Bidder or Contractor organized as a stock or non-stock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 of the Code of Virginia, or as otherwise required by law, at the time of the Bid, Proposal or any response to Solicitation and during the term of the Contract and any Contract renewal. The Contractor shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required, to be revoked or cancelled at any time during the term or any renewal of the Contract. If the Contractor fails to remain in compliance with the provisions of this Section 64, the Contract may become void at the option of the County.

65. CLAIMS PROCEDURE:

- a. The procedure for consideration by the County of contractual claims for any Contract shall be that set forth in Virginia Code § 15.2-1243, *et seq.*
- b. In addition, pursuant to Virginia Code § 2.2-4364, contractual claims, whether for money or other relief, shall be submitted in writing to the County Administrator no later than sixty (60) days after final payment; however, written notice of the Contractor's intention to file such claim shall have been given at the time of the occurrence or beginning of the work upon which the claim is based. Nothing herein shall preclude a Contract from requiring submission of an invoice for final payment within a certain time after completion and acceptance of the work or acceptance of the Goods. Pendency of claims shall not delay payment of amount agreed due in the final payment.
- c. No written decision denying a claim or addressing issues related to the claim shall be considered a denial of the claim unless the written decision is signed by the Board or the County Administrator. The contractor may not institute legal action prior to receipt of the final written decision on the claim unless the County fails to render a decision within ninety (90) days of submission of the claim. Failure of the County to render a decision within ninety (90) days shall not result in the contractor being awarded the relief claimed or in any other relief or penalty. The sole remedy for the County's failure to render a decision within 90 days shall be the contractor's right to institute immediate legal action.

- d. A Contractor may not institute legal action, prior to receipt of the County's decision on the claim, unless the County fails to render such decision within the time specified by law. A failure by the County to render a decision within the time provided by law shall be deemed a final decision denying the claim by the County.
- e. The decision of the Board or the County Administrator shall be final and conclusive unless the Contractor appeals within six (6) months of the date of the final written decision by instituting legal action as provided in Virginia Code § 2.2-4364.
- f. No administrative appeals procedure pursuant to Virginia Code § 2.2-4365 has been adopted for contractual claims by the County.
- g. Nothing herein shall be construed to prevent the County from instituting legal action against any Contractor or Bidder.

66. NOTICES: All written notices required or permitted under any Solicitation, Bid or Contract shall be deemed sufficient if delivered in person to the County Purchasing Agent or Bidder/Contractor, as applicable, or sent by first class mail to the County or Bidder/Contractor at the addresses set forth in the Solicitation, Bid or Contract or at such other address as a party may designate from time to time by notice given in accordance with the terms of this Section 66; except that where a Solicitation, Bid or Contract expressly requires notice to a specific individual or at a specific location, such shall control. Such notices are deemed received when actually delivered to the party or its representative or agent if hand delivered, or one (1) business day after deposited into the United States mail, if mailed.

DELIVERY

67. SHIPPING INSTRUCTIONS-CONSIGNMENT: Unless otherwise specified in the Solicitation or Contract, as applicable, each case, crate, barrel, package, etc., delivered under the Contract must be plainly stenciled or securely tagged, stating the Contractor's name, purchase order number, and delivery address as indicated in the order. Where shipping containers are to be used, each container must be marked with the purchase order number, name of the Contractor, the name of the item, the item number, and the quantity contained therein. Deliveries must be made within the hours of 8:00 a.m. – 3:00 p.m. Deliveries at any other time will not be accepted unless specific arrangements have been previously made with the designated individual at the delivery point. No deliveries will be accepted on Saturdays, Sundays and holidays unless previous arrangements have been made. It shall be the responsibility of the Contractor to insure compliance with these instructions for items that are drop-shipped.

68. RESPONSIBILITY FOR SUPPLIES TENDERED: The Contractor shall be responsible for the materials or supplies covered by the Contract until they are delivered

at the designated point. The Contractor shall additionally bear all risk on rejected materials or supplies after notice of rejection is tendered by the County. Rejected materials or supplies must be removed by and at the expense of the Contractor promptly after notification of rejection, unless public health and safety require immediate destruction or other disposal of rejected delivery. If rejected materials are not removed by the Contractor within ten (10) days after date of notification, the County may return the rejected materials or supplies to the Contractor at the Contractor's risk and expense or dispose of them as abandoned property.

- 69. INSPECTIONS:** The County reserves the right to conduct any test/inspection it may deem advisable to assure supplies and Services conform to the specification in the Solicitation, Bid or Contract, as applicable. Inspection and acceptance of materials or supplies will be made after delivery at destinations herein specified unless otherwise stated. Unless otherwise specified in the Contract, if inspection is made after delivery at the destination specified, the County will bear the expense of inspection except for the value of samples used in case of rejection. Final inspection shall be conclusive except in regard to latent defects, fraud or such gross mistakes as to amount to fraud. Final inspection and acceptance or rejection of the materials or supplies will be made as promptly as practicable, but failure to inspect and accept or reject materials or supplies shall not impose liability on the County for such materials or supplies as are not in accordance with the specifications.
- 70. COMPLIANCE:** Delivery must be made as ordered and in accordance with the Solicitation, Bid or Contract, as applicable, or as directed by the County when not in conflict with the Bid/Contract. The decision as to reasonable compliance with delivery terms shall be final. Burden of proof of delay in receipt of Goods by the purchaser shall rest with the Contractor. Any request for extension of time of delivery from that specified must be approved by the County, such extension applying only to the particular item or shipment affected. Unless otherwise specified in the Contract, should the Contractor be unreasonably delayed by the County, there shall be added to the time of completion a time equal to the period of such delay caused by the County. However, the Contractor shall not be entitled to claim damages or extra compensation for such delay or suspension. These conditions may vary for construction Contracts.
- 71. POINT OF DESTINATION:** All materials shipped to the County must be shipped F.O.B. DESTINATION unless otherwise stated specifically in the Solicitation, Bid or Contract, as applicable. The materials must be delivered to the "Ship To" address indicated on the purchase order or Solicitation, as applicable.
- 72. REPLACEMENT:** Materials or components that have been rejected by the County, in accordance with the terms of the Contract, shall be replaced by the Contractor at no cost to the County.
- 73. DAMAGES:** Any and all damages to property of the "County" that is the direct result of the Contractor, the employees of the Contractor and/or its subcontractors, agents, licensees, successors, or assigns, shall be the sole responsibility of the Contractor. The

property shall be repaired to its last known condition prior to the damages and/or replaced at no cost to the County. The County shall approve any and all repairs/replacements prior to acceptance of the repairs/replacement.

74. PACKING SLIPS OR DELIVERY TICKETS: All shipments shall be accompanied by Packing Slips or Delivery Tickets and shall contain the following information for each item delivered:

- a. Purchase Order Number;
- b. Name of Article and Stock Number;
- c. Quantity Ordered;
- d. Quantity Shipped;
- e. Quantity Back Ordered; and
- f. The Name of the Contractor.

Contractors are cautioned that failure to comply with these conditions shall be considered sufficient reason for refusal to accept the Goods.

75. ADDITIONAL CHARGES: No delivery charges of any kind shall be added to any invoice; except that (i) if Goods are expressly bought F.O.B. "shipping point" under the Contract and the Contractor prepays transportation, then delivery charges shall be added to invoices; and (ii) if express delivery is authorized and substituted by the County on orders for the method specified in the Contract, then the difference between freight or mail and express charges may be added to invoice.

76. METHOD AND CONTAINERS: Unless otherwise specified, Goods shall be delivered in commercial packages in standard commercial containers, so constructed as to ensure acceptance by common or other carrier for safe transportation to the point of delivery. Containers become the property of the County unless otherwise specified by bidder.

**Exhibit E
VENDOR DATA SHEET**

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid nonresponsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.

2. Vendor's Primary Contact:
Name: _____ Phone: _____

3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:
_____ Years _____ Months

4. Vendor Information:

FIN or FEI Number: _____ If Company, Corporation, or Partnership

5. Indicate below a listing of at least four (4) current or recent accounts, either commercial or governmental, that your company is servicing, has serviced, or has provided similar goods. Include the length of service and the name, address, and telephone number of the point of contact.

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

Company:	Contact:
Phone:	Email:
Dates of Service:	\$\$ Value:

I certify the accuracy of this information.

Signed: _____ Title: _____

Date: _____

PLEASE RETURN THIS PAGE

PROOF OF AUTHORITY TO TRANSACT BUSINESS IN VIRGINIA

THIS FORM MUST BE SUBMITTED WITH YOUR PROPOSAL/BID. FAILURE TO INCLUDE THIS FORM MAY RESULT IN REJECTION OF YOUR PROPOSAL/BID

Pursuant to Virginia Code §2.2-4311.2, an Offeror/Bidder organized or authorized to transact business in The Commonwealth pursuant to Title 13.1 or Title 50 of the Code of Virginia shall include in its proposal/bid the identification number issued to it by the State Corporation Commission (“SCC”). Any Offeror/Bidder that is not required to be authorized to transact business in the Commonwealth as a foreign business entity under Title 13.1 or Title 50 of the Code of Virginia or as otherwise required by law shall include in its proposal/bid a statement describing why the Offeror/Bidder is not required to be so authorized. Any Offeror/Bidder described herein that fails to provide the required information shall not receive an award unless a waiver of this requirement and the administrative policies and procedures established to implement this section is granted by the County Administrator, as applicable. If this quote for goods or services is accepted by the County of Fluvanna, Virginia, the undersigned agrees that the requirements of the Code of Virginia Section 2.2-4311.2 have been met.

Please complete the following by checking the appropriate line that applies and providing the requested information. ***PLEASE NOTE: The SCC number is NOT your federal ID number or business license number.***

A. _____ Offeror/Bidder is a Virginia business entity organized and authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

B. _____ Offeror/Bidder is an out-of-state (foreign) business entity that is authorized to transact business in Virginia by the SCC and such vendor’s Identification Number issued to it by the SCC is _____.

C. _____ Offeror/Bidder does not have an Identification Number issued to it by the SCC and such vendor is not required to be authorized to transact business in Virginia by the SCC for the following reason(s):

Please attach additional sheets if you need to explain why such Offeror/Bidder is not required to be authorized to transact business in Virginia.

Legal Name of Company (as listed on W-9) _____

Legal Name of Offeror/Bidder _____

Date _____

Authorized Signature _____

Print or Type Name and Title _____

PLEASE RETURN THIS PAGE

CERTIFICATION OF NO COLLUSION

The undersigned, acting on behalf of _____, does hereby certify in connection with the procurement and proposal to which this Certificate of No Collusion is attached that:

This bid is not the result of, or affected by, any act of collusion with another person engaged in the same line of business or commerce; nor is this bid the result of, or affected by, any act of fraud punishable under Article 1.1 of Chapter 12 of Title 18.1 of the Code of Virginia, 1950, as amended (18.2-498.1 et seq.).

Respectfully submitted this _____ day of _____, 20_____.

Complete if Bidder is an Entity:

WITNESS the following duly authorized signature and seal:

Name of Entity: _____

By: _____ (SEAL)

Signature

Print Name: _____

Print Title: _____

STATE OF _____

COUNTY/CITY OF _____, to-wit:

The foregoing instrument was acknowledged before me this _____ day of _____ (month), _____(year) by _____(Print Name), _____(Print Title) on behalf of _____ (Name of Entity).

_____ [SEAL]

Notary Public

My commission expires: _____

Notary registration number: _____

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB W

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Full Time Park Maintenance Job Description				
MOTION(s):	I move the Board of Supervisors to approve the position description for the Full-Time Park Maintenance Worker position.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Donna Snow, Director of Human Resources				
PRESENTER(S):	Donna Snow, Director of Human Resources				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>Requesting the Board of Supervisors approve the position description job code #4066 for the Full-Time Park Maintenance Worker as discussed in the FY24 budget. This position was approved by the board to become a full-time position as of 7/1/2023.</p> <p>As discussed moving this position to pay band 8, so it is more in line with the Grounds Maintenance Workers, all in the same pay band that performs the same duties, so this is fair and consistent across the board to our employees.</p>				
FISCAL IMPACT:	None, Included in the FY24 Budget for position to be changed to a Full-time with benefits.				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Park Maintenance worker (FT) job description				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X		X	COAD



Fluvanna County, Virginia
Department of Parks and Recreation
Job Description

Park Maintenance Worker

Job Class #:	4066
Pay Grade:	8
Category:	Full-Time (with benefits)
FLSA Status:	Non-Exempt
Reports To:	Director of Parks and Recreation

SUMMARY

Under general supervision, the Park Maintenance Worker maintains the appearance and safety of County park landscaping, trails, disc golf course, and recreation features. Duties include grounds keeping and landscaping, and the construction and maintenance of public trails and disc golf course.

ESSENTIAL FUNCTIONS

The following functions are intended only as illustrations of the various types of work performed. The omission of specific duties does not exclude them from the position if the work is similar, related, or a logical assignment to the position.

- Operates equipment including mowers, tractors, truck, and gator; uses hand and power tools as trained
- Constructs & maintains public trails; removes fallen and damaged trees and limbs, removes invasive plants and litter, repairs erosion damage to trails
- Maintains disc golf course; removes fallen branches, edges tee-box borders, repairs and mounts disc baskets, mows grass and removes invasive plants and liter
- Makes minor repairs to picnic tables, shelters, and other park amenities
- Mows and maintains landscaping of the historical land surrounding Pleasant Grove House, Park & Museum
- Maintains ball fields' at Carrysbrook Sports Complex; mowing areas, weed eating and drag balls fields weekly
- Assists with set-up for special events and projects
- Performs related tasks as assigned

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Grounds maintenance methods, materials, and equipment
- Trail maintenance standards
- Parks & Recreation programs and upcoming events
- Department safety guidelines

Skills in:

- Handling basic hand and power tools
- Using modern lawn equipment for mowing/weeding

Ability to:

- Communicate effectively and to understand and follow oral and written directions.
- Establish and maintain effective working relationships with associates

<ul style="list-style-type: none"> • Work independently and take initiative to repair public amenities • Keep supervisor informed of plans, progress, and problems 			
EDUCATION, EXPERIENCE, AND TRAINING			
<ul style="list-style-type: none"> • Must be 18 years of age • High school graduation or equivalent • Minimum of one year of experience with grounds keeping and landscaping • Prior experience working in public parks is preferred 			
WORKING CONDITIONS AND PHYSICAL REQUIREMENTS			
<p>This is heavy work requiring exertion in excess of 100 pounds of force occasionally, in excess of 50 pounds of force frequently, and in excess of 20 pounds of force constantly to move objects; work requires climbing, stooping, kneeling, crouching, reaching, standing, walking, pushing, pulling, lifting, grasping, and repetitive motions; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels; visual acuity is required for depth perception color perception, visual inspection involving small defects and/or small parts, use of measuring devices, assembly or fabrication of parts at or within arm’s length, operation of machines, operation of motor vehicles or equipment, and determining the accuracy and thoroughness of work; the worker is subject to outside environmental conditions, extreme cold, extreme heat, noise, vibration, hazards, atmospheric conditions, and oils. The worker may be exposed to blood borne pathogens and may be required to wear specialized personal protective equipment.</p>			
POST OFFER REQUIREMENTS			
<ul style="list-style-type: none"> • Criminal background and driving record checks. 			
Department Head Recommended:	Director of HR Approval as to Form:	County Administrator Recommended:	Board of Supervisors Approved:
May 30, 2023	May 30, 2023	May 30, 2023	

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB XYZ

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Small Business Development and Tourism Specialist Position Description				
MOTION(s):	I move the Board of Supervisors to approve the position description for the Full-Time Small Business Development and Tourism Specialist.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Donna Snow, Director of Human Resources				
PRESENTER(S):	Donna Snow, Director of Human Resources				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	Requesting the Board of Supervisors approve the position description for #2451 for the Full-Time Small Business Development and Tourism Specialist as discussed and approved in the FY24 budget.				
FISCAL IMPACT:	None				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	Small Business Development and Tourism Specialist position description				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
				X	COAD



Fluvanna County, Virginia
Department of Economic Development
Job Description

Small Business Development and Tourism Specialist

Job Class #:	2451
Pay Grade:	17
Category:	Full-Time (with benefits)
FLSA Status:	Non-Exempt
Reports To:	Director of Economic Development

SUMMARY

Under the general direction of the Director of Economic Development, the primary focus of this position is the development and implementation of a proactive small business/entrepreneurship program and tourism initiative in support of the County's Economic Development Strategic Plan.

ESSENTIAL FUNCTIONS

Small Business/Entrepreneurship:

Small businesses, including start-up companies and entrepreneurs, have always been a strong market for the County. Moving forward, this industry sector will continue to be a primary focus given the current market. This sector is expected to continue to grow for the foreseeable future.

- Serves as the County's primary resource and contact for small businesses and entrepreneurs.
- Works with County staff and outside stakeholders to review existing programming and develop and implement a small business and entrepreneur development strategy focused on growing entrepreneurial activity in Fluvanna.
- Develops programs and resources designed to assist local small businesses.
- Serves as the County's primary resource in conveying all information to the local business community.
- Conducts ongoing business visitations and maintains strong working relationships with the local business and development communities.
- Remains current on all federal, state and local regulations and opportunities impacting small business and entrepreneurs.

Tourism/Events:

Given the County's central location, the number and variety of local events, historic and natural resources, tourism is an important focus for the County.

- Focuses on bringing visitors, specifically "day-trippers," to Fluvanna County.
- Connects County visitors with local businesses.
- Works with other County departments and outside agencies to develop additional opportunities to maximize the benefits of locally hosted events.
- Assists in the planning, development and marketing of both County and privately developed events.
- Assists in the creation of tourism-related advertising and marketing initiatives; develops and disseminates information through multiple media venues.
- Maintains tourism portion of the County website and social media platforms.
- Collects data and research to indicate the economic impact that tourism is bringing to the community.

- Communicates and regularly presents to regional leadership, hospitality-industry partners, residents, and media regarding tourism initiatives, performance data, news, and other relevant information.
- Works closely with the Virginia Tourism Corporation on opportunities to highlight the County as a tourism destination.

General:

- Assists in the development and implementation of all marketing campaigns including marketing materials, newsletters, business profiles and e-newsletters.
- Supports the Economic Development and Tourism Advisory Committee (EDTAC) and provides other administrative duties, as requested.
- Attends meetings and other boards and commissions meetings, as requested.
- Represents the department at partner organization events and activities, as requested.
- Responds to telephone, e-mail and in-person inquiries.
- Collaborates with County staff on issues affecting business and visitor development.
- Performs other duties as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Business retention and expansion program principles, practices, methods and techniques.
- General understanding of economic development, community development, tourism and local government principles and practices.
- Principles, practices and techniques of economic development, marketing and business management.
- Principles and processes for providing customer service including setting and meeting quality standards for services and evaluation of customer satisfaction.
- General understanding of business practices.
- Web development and social media management; website content management systems.

Skills in:

- Communication and professional relationship-building.
- Writing clear and concise directives, reports, memoranda and letters.
- Preparing and delivering presentations in a variety of settings to elected officials, senior executives, and other stakeholders, as well as the general public.
- Operating common office equipment including personal computers and copiers.
- Preparing comprehensive reports, correspondence, and plans involving detail, statistical and other data, or instructions.
- Demonstrated experience with advertising, marketing and business promotion, including social media channels.
- Exceptional customer service involving marketing and sales and direct customer contact, including business to business, business to customer and business to government.
- Multi-task and maintain complex program and project records; plan, coordinate and conduct projects and multi-phase programs.
- Work with considerable independence based upon broadly stated goals and objectives.

Ability to:

- Manage projects independently.
- Utilize cost/benefit analyses in decision-making.
- Prepare clear and comprehensive financial and administrative reports.
- Communicate ideas clearly and concisely, both orally and in writing.

<ul style="list-style-type: none"> Establish and maintain effective working relationships with County and State officials, associates and the general public.
ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING
<ul style="list-style-type: none"> Four-year degree specializing in economic development, community planning, business administration/public administration, marketing, or other closely related field from an accredited college. Minimum of two (2) years of experience related to economic development, community business development, tourism, or marketing. Any equivalent combination of experience and education that will allow the applicant to satisfactorily perform the duties of the job may be considered when filling the position.
WORKING CONDITIONS AND PHYSICAL REQUIREMENTS
<ul style="list-style-type: none"> Office environment exposure to computer screens; sitting for prolonged periods of time. Must have ability to occasionally lift, push/pull, and hold/carry 30 pounds. Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain. Must be available to work some weekends and evenings for presentations, training, and meetings. Must possess an appropriate driver's license valid in the Commonwealth of Virginia. Local travel is required for meetings and presentations.
POST OFFER REQUIREMENTS
<ul style="list-style-type: none"> Criminal Background Check Valid driver's license

Department Head Recommended:	Director of HR Approval as to Form:	County Administrator Recommended:	Board of Supervisors Approved:
May 8, 2023	May 8, 2023	May 31, 2023	

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB A

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Assistant County Administrator Position Description Upgrade				
MOTION(s):	I move the Board of Supervisors to approve the position description upgrade and reclassification for the Assistant County Administrator.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
		X			
STAFF CONTACT(S):	Eric Dahl, County Administrator and Donna Snow, Director of Human Resources				
PRESENTER(S):	Donna Snow, Director of Human Resources				
RECOMMENDATION:	Approve				
TIMING:	Normal				
DISCUSSION:	<p>Requesting the Board of Supervisors approve the position description upgrade and reclassification for #1150 for the Assistant County Administrator as discussed and approved in the FY24 budget. The workload and expansion of County departments makes it necessary for the current Assistant County Administrator position to expand its role and duties. The proposed change would now have the Assistant County Administrator responsible for oversight and supervision of Community Development, Human Resources, Parks and Recreation and Children Service's Act. Almost all surrounding Counties of Fluvanna's size and greater have at least one, if not more Assistant/Deputy County Administrators that have department oversight. The County Administrators current workload and supervision responsibilities far exceeds what can effectively be managed. With the expansion of a County Attorney and Emergency Services department, this further necessitates this change.</p>				
FISCAL IMPACT:	None, this was approved in the FY24 Budget.				
POLICY IMPACT:	None				
LEGISLATIVE HISTORY:	None				
ENCLOSURES:	<ul style="list-style-type: none"> • Assistant County Administrator position description redline • Assistant County Administrator position description final 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
				X	COAD



Fluvanna County, Virginia
Department of County Administration
Job Description

ASSISTANT COUNTY ADMINISTRATOR

Job Class #:	1150
Pay Grade:	32
Category:	Full-time, benefit eligible
FLSA Status:	Exempt
Reports To:	County Administrator

SUMMARY

Performs responsible professional and administrative work as an assistant to the County Administrator, assisting in the day-to-day operations of the county government, and manages and directs the county's community development, parks and recreation, human resources, and Child Services Act (CSA) functions. Incumbent may be assigned specific program responsibilities or handle a variety of assignments. Undertakes and coordinates a variety of complex special projects, conducts research and analysis, and serves as the County's principal point of contact, coordinator, and/or manager for multiple programs. The Assistant County Administrator performs the duties of the County Administrator in his or her absence. Work is performed under general supervision of the County Administrator.

ESSENTIAL FUNCTIONS

- Serves as the County's:
 - Principal FOIA Officer,
 - Public Information Officer, and
 - Website Manager.
- Assists the County Administrator in developing, integrating, and directing current and long-range strategic plans for the county and in preparing agenda material/reports for BOS meetings.
- Assists the County Administrator in the review, development, and implementation of Board policy.
- Serves as an assistant to the County Administrator, assuming a wide variety of assignments involving project management, research, reporting, and intergovernmental and public relations, among others.
- Supports the County Administrator in staff supervision and implementation of policies and programs approved by the Board of Supervisors (BOS).
- Performs research and analysis of proposed new or revised projects, policies, or procedures.
- Oversees and coordinates a variety of special projects on a one-time or on-going basis.
- Develops and coordinates multiple complex projects; develops timelines, arranges for Board approval as needed, and files applications with state and federal agencies, if necessary.
- Develops and proposes solutions and/or strategies for improved County operations.
- Represents the County on a variety of boards, commissions, and committees; attends various meetings, workshops, and conferences; may serve as County liaison with other governmental organizations.
- Represents the County Administrator at conferences and meetings.
- Attends Board of Supervisors meetings and prepares presentations as appropriate.
- Attends staff and committee meetings as necessary.
- Develops staff reports and presentations for review by boards and commissions.
- Prepares presentations to both the Board of Supervisors and the public.
- Prepares complex spreadsheets, forms, reports, charts and graphs.

- Manages review and updating of the Board’s Strategic Initiatives.
- Prepares memoranda, letters and reports on activities/programs; performs research and analysis of new or revised projects, policies or procedures.
- Creates and maintains the official County website.
- Oversees the planning, organizing, and management of Community Development, Parks and Recreation, Human Resources and the Children’s Service Act (CSA) managing and directing day-to-day functions, operations, and staff.
- Evaluates the work performance of subordinates.
- Serves as the County’s principal FOIA Officer and as the point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of FOIA
- Researches and prepares responses to FOIA requests.
- Possesses specific knowledge of the provisions of FOIA and receives annual training from the County Attorney or the Virginia Freedom of Information Advisory Council.
- Maintains posted FOIA rights and responsibilities documents on the County website.
- Performs the duties of the County Administrator in his or her absence.
- Performs related tasks as assigned.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Principles, practices, and techniques of public administration.
- County government objectives, procedures and organization.
- Laws, ordinances, and structural considerations relating to County governments.
- Budget development and management principles.
- Legislative processes related to local government.
- Modern office practices, procedures and equipment.
- Website design, development, and maintenance.
- Relevant federal and state laws, county ordinances, and department policies and procedures.
- Public communication and marketing techniques and strategies.

Skills in:

- Establishing and maintaining effective working relations with the public, public officials, public agencies, and various groups and organizations.
- Assessing relative cost and benefits of potential actions.
- Conducting research and preparing reports.
- Human relations and communications including the ability to instruct, motivate and evaluate professional employees.
- Interpreting State and Federal rules, regulations and directives governing personnel matters.
- Supervision, management, and interpersonal relations.
- Problem solving.
- Researching and analyzing various different type of data information.
- Prioritizing and planning.
- Operation and use of common office equipment including personal computers and copiers, and job-related software programs.
- Oral and written communication.
- Preparing and presenting public information, and public speaking.
- Prioritizing and planning.
- Working independently, strategizing and influencing at all organizational levels.

Ability to:

- Work independently and take initiative; thrive in fast-paced, high-stress environments.
- Exercise appropriate judgment in answering questions and releasing information, and in analyzing and projecting consequences of decisions and/or recommendations.
- Communicate ideas effectively, both orally and in writing.
- Analyze complex problems and develop specific alternative solutions.
- Devise detailed procedures and methodology.
- Make recommendation to effectively resolve problems or issues, by using judgment that is consistent with standards, practices, policies, procedures, regulation or law.
- Write clear and concise directives, reports, memoranda and letters; prepare complex reports.
- Meet the public and to discuss problems and complaints.
- Plan, organize, direct and evaluate the work of subordinate employees.
- Work independently and take initiative; thrive in fast-paced, high-stress environments.
- Establish and communicate specific goals and objectives to be accomplished and to evaluate departmental performance.

ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING

- Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in public administration, organizational development, business administration or related field and experience in local government operations and/or administration.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

- Required to carry a cell phone and subject to recall at any time during an emergency; may be required to work long hours on occasion.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Office environment exposure to computer screens; sitting for prolonged periods of time.
- Must have ability to occasionally lift, push/pull, and hold/carry 30 pounds.
- Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Local travel is required for meetings and presentations.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

- Possession of an appropriate driver’s license valid in the Commonwealth of Virginia.

POST OFFER REQUIREMENTS

- Criminal background and driving record check.

Department Head Recommended:	HR Manager Approval as to Form:	County Administrator Recommended:	Board of Supervisors Approved:
June 2, 2023		June 2, 2023	



Fluvanna County, Virginia
 Department of County Administration
 Job Description

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ASSISTANT COUNTY ADMINISTRATOR

Job Class #:	1150
Pay Grade:	2027XX32
Category:	Full-time, benefit eligible
FLSA Status:	Exempt
Reports To:	County Administrator

SUMMARY

Performs responsible professional and administrative work as an assistant to the County Administrator—~~2~~
[assisting in the day-to-day operations of the county government, and manages and directs the county's community development, parks and recreation, human resources, and Child Services Act \(CSA\) functions.](#)
 Incumbent may be assigned specific program responsibilities or handle a variety of assignments. Undertakes and coordinates a variety of complex special projects, conducts research and analysis ~~duties~~, and serves as the County's principal point of contact, coordinator, and/or manager for multiple programs. [The Assistant County Administrator performs the duties of the County Administrator in his or her absence.](#) Work is performed under general supervision of the County Administrator.

ESSENTIAL FUNCTIONS

- ~~Serves as an assistant to the County Administrator, assuming a wide variety of assignments involving project management, research, reporting, and intergovernmental and public relations, among others.~~
- Serves as the County's:
 - ~~Special Project and Strategic Initiatives Coordinator,~~
 - ~~Internal Control Program Officer,~~
 - Principal FOIA Officer,
 - Public Information Officer, and
 - Website Manager.
- [Assists the County Administrator in developing, integrating, and directing current and long-range strategic plans for the county and in preparing agenda material/reports for BOS meetings.](#)
- ~~Assists the County Administrator in the review, development, and implementation of Board policy.~~
- [Serves as an assistant to the County Administrator, assuming a wide variety of assignments involving project management, research, reporting, and intergovernmental and public relations, among others.](#)
- [Supports the County Administrator in staff supervision and implementation of policies and programs approved by the Board of Supervisors \(BOS\).](#)
- Performs research and analysis of proposed new or revised projects, policies, or procedures.
- Oversees and coordinates a variety of special projects on a one-time or on-going basis.
- Develops and coordinates multiple complex projects; develops timelines, arranges for Board approval as needed, and files applications with state and federal agencies, if necessary.
- Develops and proposes solutions and/or strategies for improved County operations.
- Represents [the](#) County on a variety of boards, commissions, and committees; attends various meetings, workshops, and conferences; may serve as County liaison with other governmental organizations.
- [Represents the County Administrator at conferences and meetings.](#)
- [Attends Board of Supervisors meetings and prepares presentations as appropriate.](#)

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- Attends staff ~~and~~-committee and ~~Board~~-meetings ~~and work sessions as necessary~~.
- ~~Prepares memos, letters and reports on activities and programs.~~
- ~~Develops staff reports and presentations for review by boards and commissions.~~
- Prepares presentations to both the Board of Supervisors and the public.
- Prepares complex spreadsheets, forms, reports, charts and graphs.
- Manages review and updating of the Board’s Strategic Initiatives.
- Prepares memoranda, letters and reports on activities/programs; performs research and analysis of new or revised projects, policies or procedures.
- ~~Creates and maintains the official County website.~~
- ~~Oversees the planning, organizing, and management of Community Development, Parks and Recreation, Human Resources and the Children’s Service Act (CSA) managing and directing day-to-day functions, operations, and staff.~~
- ~~Evaluates the work performance of subordinates.~~
- ~~Maintains the County’s DATA-Dashboard for citizens.~~
- Serves as the County’s principal FOIA Officer and as the point of contact for members of the public in requesting public records and to coordinate the public body's compliance with the provisions of FOIA
- Researches and prepares responses to FOIA requests.
- Possesses specific knowledge of the provisions of FOIA and receives annual training from the County Attorney or the Virginia Freedom of Information Advisory Council.
- Maintains posted FOIA rights and responsibilities documents on the County website.
- ~~Performs the duties of the County Administrator in his or her absence.~~
- Performs related tasks as assigned.

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REQUIRED KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of:

- Principles, practices, and techniques of public administration.
- County government objectives, procedures and organization.
- Laws, ordinances, and structural considerations relating to County governments.
- ~~Budget development and management principles.~~
- ~~Legislative processes related to local government.~~
- Modern office practices, procedures and equipment.
- Website design, development, and maintenance.
- ~~Relevant federal and state laws, county ordinances, and department policies and procedures.~~
- Public communication and marketing techniques and strategies.

Skills in:

- Establishing and maintaining effective working relations with the public, public officials, public agencies, and various groups and organizations.
- Assessing relative cost and benefits of potential actions.
- ~~Conducting research and preparing reports.~~
- ~~Human relations and communications including the ability to instruct, motivate and evaluate professional employees.~~
- Interpreting State and Federal rules, regulations and directives governing personnel matters.
- ~~Supervision, management, and interpersonal relations.~~
- ~~Problem solving.~~
- Researching and analyzing various different type of data information.
- ~~Prioritizing and planning.~~
- ~~Operation and use of common office equipment including personal computers and copiers, and job-related software programs.~~

- [Oral and written communication.](#)
- [Preparing and presenting public information, and public speaking.](#)
- [Prioritizing and planning.](#)
- Working independently, strategizing and influencing at all organizational levels.

Ability to:

- Work independently and take initiative; thrive in fast-paced, high-stress environments.
- Exercise appropriate judgment in answering questions and releasing information, and in analyzing and projecting consequences of decisions and/or recommendations.
- Communicate ideas effectively, both orally and in writing.
- Analyze complex problems and develop specific alternative solutions.
- Devise detailed procedures and methodology.
- Make recommendation to effectively resolve problems or issues, by using judgment that is consistent with standards, practices, policies, procedures, regulation or law.
- Write clear and concise directives, reports, memoranda and letters; prepare complex reports.
- Meet the public and to discuss problems and complaints.
- [Plan, organize, direct and evaluate the work of subordinate employees.](#)
- [Work independently and take initiative; thrive in fast-paced, high-stress environments.](#)
- Establish and communicate specific goals and objectives to be accomplished and to evaluate departmental performance.

ACCEPTABLE EDUCATION, EXPERIENCE, AND TRAINING

- Any combination of education and experience equivalent to graduation from an accredited college or university with major course work in public administration, organizational development, business administration or related field and experience in local government operations and/or administration.

WORKING CONDITIONS AND PHYSICAL REQUIREMENTS

- Required to carry a cell phone and subject to recall at any time during an emergency; may be required to work long hours on occasion.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Office environment exposure to computer screens; sitting for prolonged periods of time.
- Must have ability to occasionally lift, push/pull, and hold/carry 30 pounds.
- Must have the ability to frequently stand and sit, and occasionally walk over flat and uneven terrain.
- Must be available to work some weekends and evenings for presentations, training, and meetings.
- Local travel is required for meetings and presentations.
- Reasonable accommodations may be made to enable individuals with disabilities to perform the essential tasks.

SPECIAL REQUIREMENTS

- Possession of an appropriate driver’s license valid in the Commonwealth of Virginia.

POST OFFER REQUIREMENTS

- Criminal background and driving record check.

Department Head Recommended:	HR Manager Approval as to Form:	County Administrator Recommended:	Board of Supervisors Approved:
June 2, 2023		June 2, 2023	

**FLUVANNA COUNTY BOARD OF SUPERVISORS
AGENDA ITEM STAFF REPORT**

TAB B

MEETING DATE:	June 7, 2023				
AGENDA TITLE:	Approval of FY24 CSA Provider Agreement				
MOTION(s):	I move the Board of Supervisors approve to form the CSA Provider Agreement to be used by the Children's Services Act department for FY24.				
BOS 2 YEAR GOALS?	Yes	No	If yes, list goal(s):		
		X			
AGENDA CATEGORY:	Public Hearing	Action Matter	Presentation	Consent Agenda	Other
				XX	
STAFF CONTACT(S):	Bryan Moeller, CSA Program Manager				
PRESENTER(S):	Bryan Moeller, CSA Program Manager				
RECOMMENDATION:	Approve				
TIMING:	Routine				
DISCUSSION:	The Office of Children's Services requires that all localities' CSA programs secure vendor contracts with all providers that receive CSA funding. This provider agreement ensures that this requirement is met for all current CSA providers. The agreement was approved to form by the Community Policy and Management Team on May 23, 2023.				
FISCAL IMPACT:	Minimal				
POLICY IMPACT:	N/A				
LEGISLATIVE HISTORY:	N/A				
ENCLOSURES:	<ul style="list-style-type: none"> • Children's Services Act (CSA) Provider Agreement • Child Day Center Addendum to the Children's Services Act (CSA) Provider Agreement 				
REVIEWS COMPLETED:	Legal	Finance	Purchasing	HR	Other
	X	X			

Children's Services Act (CSA) Provider Agreement

This **Children's Services Act Provider Agreement** (the "Agreement") dated the 1st day of July, 2023, is made by and between Fluvanna County, a political subdivision of the Commonwealth of Virginia, through the Fluvanna County Community Policy and Management Team, an agency of Fluvanna County (hereinafter referred to as the "CPMT"); and _____ (hereinafter referred to as the "Provider)." CPMT and Provider are sometimes each referred to herein as a "party" and collectively as the "parties".

Whereas, the CPMT is authorized to enter into agreements for services pursuant to the Children's Services Act, Virginia Code 2.2-5200 et seq. (the "CSA");

Whereas, any agreement for services (each a "Services Order" as defined below) under this Agreement is for CSA goods or services for direct use by an individual recipient (child or family) exempt from the Virginia Procurement Act as provided by Virginia Code 2.2-4345(A)(14) and no Services Order under this Agreement may be for the bulk procurement of goods or services;

Whereas, this Agreement shall set forth the terms and conditions, parameters, guidelines, and expectations that must be met by any Provider of services to any and all children and/or families receiving services through the CPMT;

Whereas a "Placement" or "Placements" shall be defined in this Agreement to mean a placement as such term is used in Title 63.2 of the Code of Virginia relating to Foster Care;

Whereas, Fluvanna County (the "Fiscal Agent"), a political subdivision of the Commonwealth of Virginia, is the Fiscal Agent for the CPMT; and

Whereas, the Provider has established itself as a qualified Provider of services for children and/or families, and meets all requirements of Applicable Law; "Applicable Law" is defined as all applicable local, State and Federal laws, statutes, rules, regulations, ordinances and other standards, including without limitation, the CSA and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as in effect during this Agreement, including any additions thereto and amendments or replacements thereof (collectively referred to hereinafter "Applicable Law") relative to such services to be provided hereunder.

NOW, THEREFORE, for valuable consideration the sufficiency of which is acknowledged, the parties do hereby mutually agree to the following:

The recitations above are a material part of this Agreement and are hereby made a part of the body of this Agreement.

A. Services Order

1. Requirement for Service Order. A Services Order (each a "Service Order") shall be issued for any and all discrete services that are to be provided by the Provider for children and families receiving services through the CPMT. No services shall be administered to a child and/or family (each an individual recipient) without a Service Order authorizing such discrete services signed by the Fiscal Agent and the Provider. Any child or family receiving any services under this Agreement may referred to herein as

“child”, “family”, “recipient”, “individual”, “client”, or any other word or phrase which in the context is intended to mean a person(s) receiving any services under this Agreement.

2. Contents of Service Order. The Service Order shall define the terms of purchase and service delivery to a specific child and/or family. The Service Order shall include the term of service, and the type of services to be rendered to the child and/or family. The child's Individual Family Services Plan (the “Individual Family Service Plan”) shall be considered by the Provider and the CPMT in determining the proposed objectives, the term of service and the types of services to be rendered to the child and/or family. A Service Order setting forth a description of the services and the duration thereof will be presented to the Provider on a child and/or family specific basis when the CPMT chooses to purchase services. The Provider shall charge the CPMT only as authorized by a Service Order signed by the Fiscal Agent. The Provider shall charge only for actual services rendered. The charge shall not exceed the authorized amount on the Service Order. Such Service Orders are incorporated into this Agreement by reference. The Provider has the right to refuse to accept the CPMT's Service Order. For all children and/or family receiving services from the CPMT, Provider and CPMT shall execute a Service Order provided by the CPMT. Provider is hereby notified that although each Service Order is required to be prepared by the CPMT, it must also be accepted and signed by the Fiscal Agent to become binding upon CPMT. Upon receipt of a proposed Service Order, Provider shall sign and return such Service Order to CPMT or shall give notice of its refusal to provide the services within five (5) business days. Failure to respond within five (5) business days shall be deemed a refusal to provide the services.

3. Charges Under Service Order. The Provider agrees to charge the CPMT for only those services described in the Service Order and in accordance with the Billing provisions this Agreement, including, without limitation, Section F of this Agreement. The Provider shall invoice for allowable, reasonable, and necessary service costs in accordance with the Service Order and the categories applicable to Title IV-E, Medicaid and other identified alternative funding source as directed by the CPMT. Notwithstanding anything to the contrary provided for in this Agreement, pursuant to Virginia Code § 2.2-5211, funds for private special education services shall only be expended on private educational programs that are licensed by the Board of Education or an equivalent out-of-state licensing agency. Effective July 1, 2022, funds for private special education services shall only be expended on private educational programs that the Office of Children's Services certifies as having reported their tuition rates on a standard reporting template developed by the Office. Provider understands it is providing services under the CSA and Provider certifies it has complied with all requirements of the Children's Services Act and that its actions in provided the services and all services provided hereunder comply with Applicable Law including without limitation the CSA, as amended and modified from time to time.

4. Adjustment or Termination of Service Order by CPMT. The CPMT may adjust or terminate the Service Order at any time because of changes in the child's eligibility for or progress with services or if the CPMT deems it to be in the child's best interest to terminate the services and the Service Order. If the CPMT becomes unable to honor any or all approved Service Orders for causes beyond the CPMT's reasonable control, including, but not limited to, failure to receive promised funds from federal, state, or local government sources or donor default in providing matching funds, the CPMT may terminate or modify any or all Service Orders issued pursuant to this Agreement as necessary to avoid delivery of services for which the CPMT cannot make payment. The CPMT shall notify the Provider immediately as soon as it becomes aware of such a cause for termination. Without limiting CPMT's other rights, CPMT instead terminating a Service Order may request the Provider submit an equitable modification to its Provider Rate Sheet based on a change in circumstances, a change in services, or other factor affecting the level, type,

quality, amount, or nature of the services to be provided by Provider pursuant to this Agreement and any Service Order(s) hereunder. If a modification to rates is agreed upon by the parties such shall be incorporated into a written amendment to the Agreement signed by both parties. Provider agrees to consider such request and apply the principles of good faith and fair dealing in determining whether to enter into such an amendment. Provider agrees that within five (5) business days of such a request, it will respond in writing by either providing to CPMT an amended Provider Rate Sheet or denying the request. CPMT may terminate services under a Service Order as otherwise provided for herein, even after a Provider Rate Sheet adjustment and this provisions is not intended to, nor shall it be read to, limit CPMTs options, remedies or rights under this Agreement.

5. Termination of Service Order by Provider. In the event of termination of a Service Order, all reasonable efforts will be made to give the CPMT ten (10) days written notice prior to termination of services to the child, in any event such notice shall be as soon as practicable under the circumstances. Such written notice shall include the specific reason(s) for terminating services to the child.

6. Termination of Service Order for Conduct of Provider and Provider's Employees. For purposes of this Agreement, Provider's Employees is defined to mean Provider, its directors, officers, partners, members, staff, agents, employees, representatives, volunteers, and other persons associated with or working under the direction of Provider (collectively "Employees", each being an "Employee"). The Provider is responsible for its conduct and the conduct of its Employees at all times during the delivery of services hereunder. Should a complaint be made against Provider or any of its Employees for inappropriate conduct, as determined by the CPMT, the Provider shall remove that person from the job immediately and for the duration of this Agreement and any Service Orders. If a complaint about the Provider's conduct is received, and the complaint is deemed by the CPMT to indicate inappropriate conduct on the part of the Provider, the Provider agrees that the CPMT has the right to terminate this Agreement and all Service Orders between the CPMT and the Provider immediately. Nothing herein is intended to limit any claim or other action, in law, equity or otherwise, that CPMT may seek or have against Provider for any misconduct, breach, default, act or omission under this Agreement, including, without limitation any Service Order.

B. Licenses, Requirements of Applicable Law and Other Requirements

The Provider represents and warrants that it: (1) duly holds all necessary licenses required by Applicable Law to enter into this Agreement and provide any services under a Service Order; (2) will furnish satisfactory proof of such licensure(s) to the CPMT and Fiscal Agent at the time of execution of the Agreement; and (3) that if Provider is not a sole proprietor, that Provider is an entity properly registered with the Virginia State Corporation Commission to transact business in Virginia and will maintain such status for the duration of this agreement (for any such entity, any termination of the Provider's corporate existence or registration must be immediately reported to the CPMT and shall cause immediate termination of this Agreement). The Provider covenants that it will maintain its required licensed status, if applicable, with the appropriate governmental authorities and will immediately notify the CPMT in the event such licensing has lapsed, is suspended, withdrawn or revoked. The Provider agrees that such lapse, suspension, revocation or withdrawal shall constitute grounds for the immediate termination of this Agreement. Misrepresentation of possession of such license shall constitute a breach of the terms of this Agreement and shall terminate this Agreement without written notice and without financial obligation on the part of the CPMT to pay the Provider's invoices.

The following are other requirements applicable to certain services as identified below:

1. Agencies providing in-home services require a license issued by the Department of Behavioral Health and Developmental Services.
2. Requirements for Mentoring. Providers of CSA funded “mentoring” services (as defined by the Office of Children’s Services Standardized Service Name) represent and warrant that the mentors (1) have received some form of First Aid training, (2) have received some form of Mental Health First Aid training, (3) have completed Mandated Reporter training, and (4) meet Professional Expectations as provided by an agency’s Code of Ethics and/or the “Standards of Conduct” provided by the CPMT.
3. Individuals in private practice providing outpatient counseling and/or psychological evaluations require a license provided by the Board of Health Professions.
4. Individuals providing outpatient counseling within an agency setting who are not licensed MUST meet all of three of the following criteria: (i) Possess a graduate degree; (ii) be under the direct supervision of an individual licensed by the Board of Health Professions and whose supervision is registered and approved by the Board of Health Professions; and (iii) a licensed individual must be present in the facility while the service is being conducted.

Any misrepresentation of any of the above requirements shall constitute a breach of the terms of the Provider Agreement and shall terminate the agreement without written notice and without financial obligation on the part of the CPMT to pay the Provider’s invoices.

C. Employee Background Checks.

For any child or family receiving services under this Agreement, this Section C applies to individual Providers that at any point during the term interact directly with a child or children and Providers who supervise individuals that interact directly with a child or children. Individual Providers must complete those background checks required including, without limitation, a Virginia State Police criminal background record check and a check through the Virginia Child Protective Service Registry and to provide a Department of Motor Vehicle checks of the individual Provider, copies of which shall be included by Provider with this Agreement. Provider agrees and certifies that all individuals, including volunteers working under the Provider’s supervision, providing services to or having contact with a client placed with or served by the Provider have successfully completed a Virginia State Police criminal background record check and a check through the Virginia Child Protective Service Registry or the State in which such services are being rendered. If it is known that the individual providing services, has moved from another state and has worked with children within one year of his or her employment the previous State must also be checked. If the Provider is notified that any of the individuals providing services are named in a child protective service registry, then the Provider will immediately notify the CPMT and remove the individual from working with any clients. For those Providers who provide transportation services, a Division of Motor Vehicle check is also required for all individuals, including volunteers working under the Provider’s supervision, providing this service. The Provider is and will comply with Applicable Law, its State’s laws, regulations and licensure requirements relating to the conducting of criminal and Department of Motor Vehicle checks of individuals providing services hereunder at all times during the Term. Providers are required to provide a current copy of all such background checks as may be requested by the CPMT.

D. Services

1. Quality. The Provider shall provide services at or above the quality standard in the industry at which the service is rendered. The description of services shall be provided along with the published Provider's Rate Sheet at the execution of this Agreement. The Provider shall permit representatives of the CPMT to conduct program and facility reviews to assess service quality and compliance with the Individual Family Service Plan of any child under the supervision or authority of the CPMT. Such reviews shall include, but are not limited to, meetings with consumers, review of services records, review of service policy and procedural issuance, review of staffing ratios and job descriptions, review of financial records pertaining to any child and/or family receiving services through the CPMT, and meeting with any staff directly or indirectly involved in the provision of services to any child and/or family receiving services through the CPMT. Such reviews may occur as deemed necessary by the CPMT and may be unannounced. CPMT may employ or retain the services of a Utilization Review Clinician. Provider shall allow CPMT's Utilization Review Clinician access to its facilities and to Provider's books and records relating to services paid for by CPMT and rendered to CPMT's clients (subject to Applicable Law). Further, upon request, Provider shall complete such additional forms or reports as may be requested by the Utilization Review Clinician in the performance of his or her official responsibilities.

2. Changes. The Provider shall notify CPMT of any changes in service delivery, which alter the level or quality of service provided, or the expected outcomes set forth at the initiation of the contracted service. Substantial changes in the proposed delivery of services from that stated by the Provider or that is stated in the published Provider's Rate Sheet, whether actual or anticipated, such as, but not limited to, changes in services quality, key personnel, ability to provide specified volumes of services, submitted budgetary data, or compliance with applicable State and/or Federal standards shall be reported in writing to the CPMT as soon as practicable and whenever possible in advance of such change, however in any event notice of any change must be provided within five (5) days of the occurrence.

3. Rates. The rates for services provided to a specific child and/or family by the Provider shall be set forth in the Service Order for the child and/or family. The Provider may not increase the rate for any service described in a Service Order during the term of this Agreement. The Provider is requested to have all services and rate information entered and up-to-date in the Service Fee Directory by the beginning of the Agreement year. The Provider shall provide to the CPMT written notice of any planned rate increase thirty (30) days prior to the initial month of the CPMT's next fiscal year. Such written notice shall contain the justification for the increase and shall be submitted to the CPMT's Fiscal Agent. Services shall be provided at the rate(s) published by Provider on the Provider Rate Sheet as of July 1 of the fiscal year in which the services were delivered, and/or Medicaid rate(s) for applicable fiscal year. The July 1 rate shall be specified within the Service Order executed by Provider and CPMT for a specific client, and Provider shall not charge CPMT a higher rate during that fiscal year. All rates specified within a Service Order shall be inclusive of any and all costs, of whatever nature (including incidentals or reimbursable items, including, without limitation, administrative, copying, travel, mileage (no greater than the applicable IRS mileage rate) or other expenses of any kind) for which CPMT may be charged by Provider. The Provider shall immediately notify CPMT if the rates or fees contained in any Service Order are lowered during the period covered by the Service Order, whereupon, CPMT shall be entitled to require Provider to amend existing Service Orders to conform to the lower rate(s). Any reimbursements from the CPMT are limited to rates established by Applicable Law and also by any applicable CPMT policy guidelines; and reimbursements can never exceed the actual costs paid by Provider without mark-up of any kind.

4. Maintenance. The CPMT cannot make any additional payment or reimbursement to the Provider or to a foster parent for the following items considered by the state to be included in the Room and Board or Basic Foster Care Maintenance payment: (i) School Supplies: Costs associated with books, materials, and supplies necessary for a child's education; (ii) Child's personal incidentals: Incidental costs

associated with the personal care of a child such as; items related to personal hygiene; cosmetics; over-the-counter medications and special dietary foods; infant and toddler supplies, including high chairs and diapers; and fees related to activities including recreation (includes monthly allowance as applicable); and (iii) Clothing: Costs associated with providing and maintaining the clothing for the child. These costs may include: Costs of the clothing itself, laundry and dry cleaning. (This is separate from the annual Supplemental Clothing Allowance for which a foster child may be eligible.)

5. Payment for Court Testimony. The Provider acknowledges that by the nature of the services rendered pursuant to this Agreement there exists the possibility that evidence and/or testimony will be needed from the Provider and its Employees and agents. Unless such testimony is compensable expert testimony as defined below, court appearances and testimony shall not be compensable. The CPMT will not reimburse the Provider for court testimony when the Provider is considered a "fact witness." "Fact witnesses" are those who testify about compliance with services or recount facts observed as an eyewitness and do not offer expert witness testimony.

The CPMT may reimburse the Provider for expert witness court testimony when the Provider is subpoenaed as a witness by the Guardian ad Litem. The court defines expert witnesses to be those with specialized knowledge, skill, experience, training, or education, those maintaining certain licenses to perform their work, and those who have conducted training in a particular subject or who have authored writings pertaining to a particular subject. A court may qualify someone expert if a previous court has recognized him or her to be so. An expert witness is further defined as one who will synthesize and analyze facts, draw inferences from facts, circumstances, or data, and prepare and render an opinion. They are expected to provide expert opinions on expectations for future progress or improvement and for opinions on what would be needed to obtain such progress considering clinically identified barriers. Expert witnesses are also able to shed light on a topic about which a "fact finder" is not familiar and to assist the Trier of fact to understand the evidence or to determine a fact in issue.

E. Medicaid.

This Section E only applies to Medicaid eligible Providers.

_____ **Provider is a Medicaid eligible Provider.** *(Please Initial in the blank provided only if Provider is a Medicaid eligible Provider).*

Provider shall file for Medicaid reimbursement for any Medicaid eligible services provided by the Provider to any Medicaid eligible child and/or family receiving services through the CPMT. The Provider shall be responsible for adhering to all Medicaid requirements, both service and fiscal. Any costs associated with improper management of Medicaid cases on the part of the Provider shall be the sole responsibility of the Provider. The Provider shall provide the CPMT with documentation specifying the status of initial Medicaid approval within twenty-four (24) hours (one business day) of receipt of such by the Provider. All other documentation specific to Medicaid received by the Provider shall be provided in writing to the CPMT within forty-eight (48) hours (two business days) by the Provider. The CPMT shall not be responsible for payment of Medicaid eligible services that are denied by Medicaid for reasons attributable to fault of the Provider. This section is only applicable to the Provider if the Provider is a Medicaid provider or claims to be a Medicaid eligible Provider in Section E of this Agreement.

The provisions of the following paragraph only apply to Providers of Residential Placements (For Residential Placements Only). The CPMT shall supply Provider with the child’s Medicaid number, if applicable; make referral to Independent Assessment and Care Coordination Team (IACCT), if applicable; provide a signed Reimbursement Rate Certificate (certificate form to be supplied by Provider) and a Certificate of Need at the time of placement that documents necessity for each child eligible for

Medicaid reimbursement, and provide Child and Adolescent Needs and Strengths (“CANS”) assessments as and if required.”

F. Billing

1. **Billing Notifications.** Any billing-related correspondence from the CPMT, including Service Orders, Invoices, or correspondence related to either Service Orders or Invoices, will be sent to the following contact information:

Provider:

Name: _____

Address: _____

(If applicable) ATTN: _____

Telephone: _____

Facsimile: _____

Email: _____

2. **Monthly Billing.** The Provider shall bill the CPMT by returning the completed CPMT invoice each month for all services rendered to a child and/or family pursuant to a Service Providers are required to use the invoice form provided to the vendor by Fluvanna County’s CSA Office; and other forms of invoice may be included as supplemental documentation for the invoice form provided by Fluvanna County’s CSA Office. The Provider shall bill the CPMT for any and all services provided within thirty (30) days of the date on which the service was provided. The CPMT agrees to either mail payment for invoices within forty-five (45) days of receipt of the invoice or to notify Provider that the invoice is disputed. In no case, shall the CPMT be obligated to pay for services rendered to a child when the Provider fails to submit an invoice to the CPMT for such services within forty-five (45) calendar days following the month of the provision of service. CPMT does not waive any breach, misconduct, fraud, act, omission or similar conduct of Provider by paying an invoice under this Agreement. Furthermore, CPMT reserves all rights under this Agreement including any claims, rights to adjustment/offset or to later dispute any improper invoice. Should CPMT later discover an issue relating to an invoice previously paid, it may notify the Provider of the dispute. Notwithstanding any other provision herein, CPMT shall not be obligated to pay any invoice(s) from Provider until all disputed invoice(s) are resolved and any other invoice(s) shall not be deemed to have been received by CPMT until the date the disputed invoice(s) are all resolved.

3. **Content of Invoices.** The invoice shall identify the Services Order number, CSA-eligible child/family/individual, the services authorized for the child and/or family member(s), and the month of service. The amount billed for services shall be the amount agreed upon in the Service Order authorizing services to the child and/or family member(s) to whom the service was provided. The Provider agrees to bill and the CPMT agrees to pay for only those services authorized by the Service Order for a specific child and/or family. The Provider shall bill the CPMT for no more than the actual number of hours, or portion thereof, of services provided; and such must be in fifteen (15) minute increment portions of an hour, or less (i.e. Provider can charge in 1/10th of an hour increments, but Provider cannot charge in ½ hour increments). The Provider shall not charge or accept from the CPMT more than the Provider charges all CPMTs of the same service. Additionally, the Provider shall not invoice the CPMT a greater number of units of any service

than are specified in the Service Order unless the Fiscal Agent enters into a written amendment to the Service Order authorizing the same. The Provider shall invoice the CPMT only for services actually delivered. The Provider shall not submit any billings for services provided prior to the "Effective Date" of the Service Order. The Provider shall invoice the CPMT each calendar month which services are delivered. Invoices, which are correct and are received by the CPMT shall be processed and paid no later than forty-five (45) calendar days from receipt of invoice. Invoices received which are not correct shall be returned to the Provider for correction.

4. **Incorrect Invoices.** The CPMT shall return incorrect invoices without payment to the Provider for correction within forty-five (45) days of receipt of the invoice. Within fifteen (15) days of receipt of the returned invoice, the Provider shall correct any incorrect invoice and re-submit the corrected invoice to the CPMT for payment. If the Provider finds that the invoice is correct, the Provider shall forward a written explanation for the invoice with supporting documents to the CPMT within fifteen (15) days of receipt of the returned invoice. If the Provider's notification and supporting evidence are not received by the CPMT within the fifteen (15) day limit, then the CPMT shall not be obligated to make payment upon any disputed portion of the invoice. The Provider shall immediately notify the CPMT of any overpayment for services by the CPMT.

5. **Educational Services (For Private Day Placements Only).** **The provisions of the following paragraph only apply to Providers of Private Day Placements (For Private Day Placements Only).** All educational services provided shall be delivered as defined by Applicable Law; including, but not limited to, regulations published by Virginia Department of Education, the United States Department of Education, Virginia Department of Behavioral Health and Developmental Services, the United States Department of Health and Human Services, and any other statutes that govern these services on a local, state and/or federal level. Should a child for whom there is a Service Order with Provider under this Agreement not attend school for an entire day during normal operating hours of a Private Day Placement, the Provider of the Private Day Placement may bill for services on the day that a student's absence occurs, so long as the absence occurs on a calendar day that is defined by the Private Day Placement's academic calendar as being open and providing instruction on the day of absence and only if the Private Day Placement was actually open and providing services on such day. Notwithstanding the foregoing, a Private Day Placement may bill for no more than five (5) days of the child's absence per calendar month; should a child be absent for more than five (5) days per calendar month of the Private Day Placement's normal operation, the Private Day Placement may not bill CPMT for such services for those days and CPMT will not be required to pay the Private Day Placement for services on such days. If the absence is a result of medical issues being experienced by the student, the Private Day Placement may submit a written request to CPMT for additional days of absence to be considered billable for this student and CPMT may reject or deny the request in its sole discretion. In no circumstances will CPMT be billed or pay for services on any day in which the Private Day Placement is not open for normal operation.

6. **Medical Services (For Residential Placements Only).** **The provisions of the following paragraph only apply to Providers of Residential Placements (For Residential Placements Only).** All outside medical services shall be approved by the CPMT prior to the client receiving the services, unless they are of a nature requiring immediate emergency assessment and to prevent life threatening or serious debilitating medical deterioration. In those instances when payment from an insurance company such as Virginia Medicaid, is sought by the Provider, the forty-five (45) day requirement is suspended, provided the Provider immediately notifies the CPMT of this contingency. Forty-five (45) calendar days following receipt by the Provider of said insurance payments, the Provider shall be required to submit invoices for the balance due if applicable; however, under no circumstance will the CPMT be required to make payment for services provided during any fiscal year if the invoices are not received by the CPMT within 2 months following the end of such fiscal year.

7. **Unauthorized Absences (For Residential Placements Only).** **The provisions of the following paragraph only apply to Providers of Residential Placements (For Residential Placements Only).** In the event the child leaves a facility/placement without authorization for more than forty-eight (48) consecutive hours, the CPMT will discontinue payment for room and board and other services after the second day of unauthorized absences. Provider will contact CPMT after forty-eight (48) hours to negotiate continued stay on a case-by-case basis to avoid disruption of placement and/or loss of Medicaid authorization.

8. **Incorrect Payment.** If the Provider feels that a payment received for services invoiced is incorrect, the Provider must notify the CPMT in writing of the questionable payment within forty-five (45) calendar days after the receipt of the payment. Supporting evidence must accompany such notification. The CPMT must correct any error found or respond in writing to the Provider why no error exists within the forty-five (45) calendar days after the receipt of the Provider's notification. If the Provider's notification and supporting evidence are not received by the CPMT within the forty-five (45) calendar day limit, the CPMT is not obligated to make any adjustments to the questionable payment. If the Provider feels that the payment received for services invoiced was an overpayment, then the Provider must notify the CPMT immediately.

9. **Double Billing.** The Provider guarantees that any costs incurred pursuant to this Agreement shall not be included or allocated as a cost of any other federal, state, or locally financed program in either the current or a prior period. No fee shall be imposed by the Provider upon the child and/or family pursuant to this Agreement.

10. **Disputes.** Except as otherwise provided in this Agreement, any dispute concerning a question of fact arising under this Agreement which is not disposed of by negotiation and agreement shall be referred to the CPMT for further consideration. Their decision is final and shall be reduced to writing and with a copy being supplied to the Provider. This provision shall not preclude the Provider exercising any rights under Applicable Law and consistent with this Agreement for failure of the CPMT to comply with the terms of this Agreement.

G. **Accounting and Record Keeping**

The Provider and any subcontractor shall maintain an accounting system and supporting records adequate to assure that claims for funds are in accordance with Applicable Law and applicable state, federal and appropriate accrediting agency requirements. Such supporting records shall reflect all direct and indirect costs of any nature expended in the performance of this Agreement and all income from any source. If required, the Provider shall also collect and maintain fiscal and statistical data pursuant to the servicing of this Agreement and any Service Order for a child under the supervision or authority of the CPMT on forms designated by the CPMT.

The Provider shall maintain and retain all books, records, and other documents relative to this Agreement and any Service Order for a child and/or family receiving services through the CPMT for five (5) years after any final payment pursuant to this Agreement and any Service Order for a child and/or family receiving services through the CPMT or as long as necessary for purposes of any unresolved state or federal audit. The CPMT, its authorized agents, and State or Federal auditors shall have full access to and the right to examine any of the said materials during an audit or specific to children served by this Agreement during said period. In the event an audit shows that Provider expended or received CPMT's funds improperly, Provider shall provide full restitution to CPMT.

Reports, studies, photographs or other documents prepared by Provider in the provision of services to CPMT's client(s) shall be the property of CPMT. Provider shall not use, willingly allow to be used, or cause such materials to be used for any purpose which has not been authorized by CPMT.

To the extent Applicable Law, including without limitation HIPAA regulations, apply to any documents or information coming into Provider's possession, Provider agrees to comply with such rules and regulations.

H. **Service Reports**

1. **Treatment Plans.** Within thirty (30) calendar days of the commencement of any services to a client, Provider shall submit a written treatment plan to CPMT. Said plan shall include at a minimum the following information: short- and long-term goals, anticipated time of completion, prognosis, medications administered (if applicable), and preliminary discharge plan.

2. **Monthly Reports.** Provider shall submit written progress reports to CPMT on a monthly basis, or more often if required by the CPMT for a particular client, or if required by Medicaid policy. Monthly progress reports shall include at a minimum the following information: Statement of goals and objectives and progress made toward these goals, both positive and negative, during the month, significant incidents or accidents, and summary of the child's/child/individual's social, emotional and physical development and any changes that might reflect outcomes of the treatment intervention; review of treatment goals and objectives, with revision of goals as needed, estimate of length of service and preliminary discharge plans, with clear indication of follow-up and continuing treatment needs and medications prescribed (if applicable). **The following provision only apply to Providers of Private Day Placements (For Private Day Placements Only):** Provider shall also submit a report of attendance on a monthly basis, which must include: a) a list of daily attendance, and b) a key that decodes all symbols and abbreviations used in each daily attendance field.

3. **Assessments/Evaluations.** Provider shall submit to CPMT any and all assessments and/or evaluations ordered through a Purchase of Services Order, including those performed while a child or youth is admitted to any residential assessment and diagnostic program.

4. **Termination Reports.** Upon termination of services to a client, Provider shall submit a written termination report to CPMT within thirty (30) days of the last day on which services were provided.

5. **Failure to Report.** If the Provider fails to provide any written treatment plan and progress reports by the 15th day of each month, or any assessment/evaluation prior to submission of its invoice, the CPMT shall withhold payment of Provider invoices until they are received.

6. **Miscellaneous Reports (For Residential Placements Only).** **The provisions of the following paragraph only apply to Providers of Residential Placements (For Residential Placements Only).** Provider shall immediately report to CPMT any recommended, planned or necessary changes in a client's medications. Provider shall obtain consent from legal custodian prior to changing or administering any new medications to a client under the age of eighteen (18) years. The Provider shall provide the CPMT with a copy of the required reports of physical, dental and psychological or psychiatric examinations of the client while under the care of the Provider.

I. **Serious Incident Reporting (For Residential Placements Only).**

The provisions of this Section I only apply to Providers of Residential Placements (For

Residential Placements Only). The following procedures shall be adhered to in reporting a serious incident, actual or alleged, which is related to child/individual placed by the CPMT. For the purposes of this Agreement, a serious incident shall include but not be limited to, abuse or neglect; criminal behavior; death; emergency treatment; facility related issues, such as fires, flood, destruction of property; food borne diseases; physical assault/other serious acts of aggression; sexual misconduct/assault; substance abuse; serious illnesses, (such as tuberculosis or meningitis), serious injury (accidental or otherwise); suicide attempt; unexplained absences; or other incidents which jeopardize the health, safety, or well-being of the child/individual.

Within twenty-four (24) hours of a serious incident, or by the next business day, the Provider shall report the incident by speaking to or leaving a message for the case manager of the placing agency of each child/individual involved. Within forty-eight (48) hours of the serious incident, the Provider shall complete and submit to the case manager of the placing agency for each child/individual involved a written report.

The written report of the serious incident shall provide a factual, concise account of the incident and shall include the following: name of facility/Provider; name of person completing form; date and time of serious incident; date of the report; child/individual's name, age, gender, ethnicity; placing agency name; placing agency case manager' name; where the incident occurred, description of incident (including what happened immediately before, during and after the incident); names of witnesses; action taken in response to incident; names/agencies notified (family, legal guardian, child protective services, medical facility, police); recommendation for follow-up and/or resolution of incident; signature of person completing report; and facility/Provider director's (or designee) signature and date.

Separate reports should be completed and submitted for each child/individual involved and placed by the CPMT. The Provider is responsible for ensuring the confidentiality of the parties involved in the incident.

In the event the case manager of the placing agency determines that a serious incident has occurred, the case manager will notify the Provider of the allegation. The Provider shall within forty-eight (48) hours of the case manager's notification complete and submit a written report as set forth herein.

J. Additional Responsibilities of Provider

1. **Transportation to Court.** Providers that are residential treatment centers, or a therapeutic foster care agency, or a group home shall provide transportation of the child to any and all scheduled court hearings involving the child. Such Providers agree to transport a child in the care of the Provider to all scheduled court hearings and to ensure the child's timely arrival at such hearings unless exigent circumstances exist that prevent the Provider from providing such transportation. The CPMT agrees to provide the Provider with notice of a scheduled court date at least ten (10) days prior to such date whenever practicable. The Provider agrees to notify the CPMT at least ten (10) days prior to a scheduled court date of any inability on the Provider's part to transport a child to a scheduled court hearing.

2. **Participation in Meetings.** The Provider is responsible for participation in Family Assessment Planning Team, or similar, meetings as requested by the CPMT and shall provide a designee to attend a meeting if the client's assigned worker is not available.

3. **Complaints.** If a child and/or families receiving services through the CPMT, submits a complaint to the CPMT concerning the Provider, the Provider shall promptly provide all verbal or written information or documents within its control relevant to such complaint to the CPMT upon a request by the CPMT for such information. Additionally, if a child and/or family receiving services through the CPMT registers a grievance, requests a fair hearing, or submits an appeal, the Provider, its agents and Employees agree to appear on request of the CPMT in any proceedings arising from such claim and provide all verbal or written information or documentary evidence within their control relevant to such claim at no cost to CPMT.

K. Subcontracts and Assignment

The Provider shall not enter into any subcontract for any of the services provided and/or approved under this Agreement unless: (i) such is specifically disclosed in the Service Order; and (ii) each Subcontractor executes and delivers to the CPMT this CSA Provider Agreement. It is the Provider's responsibility to ensure compliance and maintain documentation of said compliance with this Agreement. Provider shall make such documentation available to CPMT upon request.

This Agreement may not be assigned by the Provider.

L. Responsibility and Independent Providers

The Provider shall, at its own expense, be responsible for its services and every part thereof, and for all personnel, materials, tools, equipment, appliances and property of any and all description used in connection therewith. The CPMT shall in no event be responsible for any direct or indirect damage of injury to the property or persons used or employed by the Provider on or in connection with the services contracted for, or any damage or injury to any person or property, wherever located, resulting from any action, omission, commission or operation under the Agreement. The Provider and its Employees, assignees, or subcontractors are independent contractors and none shall be deemed employees or agents of the CPMT or the Fiscal Agent while performing services pursuant to and/or under this Agreement.

M. Term of Agreement

The terms of this Agreement shall commence and be in full force and effect on the date this Agreement is executed by all of the Provider, CPMT and Fiscal Agent and shall terminate on June 30, 2024 (the "Term"). This Agreement does not involve a definite financial obligation on the part of the CPMT, although the CPMT shall use this Agreement for the procurement of services for individual recipients as specified and for which payment shall be made by the CPMT. The Provider shall only charge for those services listed and described in both the Service Fee Directory and the published Provider Rate Sheet, provided by Provider with this Agreement and incorporated herein by reference. This Agreement, together with each fully executed Service Order, shall constitute the contractual agreement between the Provider and the CPMT. Under no circumstance will the CPMT be required to make payment for FY 2024 beyond August 31, 2024.

N. Notices

Any written notices required or made under this Agreement shall be effective when delivered in person or sent by United States mail, postage prepaid, to the following persons and addresses:

Provider:

Name: _____
State Corporation Commission ID (if applicable): _____
Address: _____

Telephone: _____
Facsimile: _____
Email: _____

CPMT:

Fluvanna County
CSA Coordinator
P.O. Box 540

Palmyra, Virginia 22963

with a copy to:

Fiscal Agent:

Fluvanna County
Attn: Director of Finance
P.O. Box 540
Palmyra, VA 22963; and

Fluvanna County Attorney
Attn: Kristina M. Hofmann, Deputy County Attorney
2216 Ivy Road, Suite 202
Charlottesville, VA 22903.

O. Miscellaneous Provisions

1. **APPLICABLE LAW AND COURTS:** This Agreement, including without limitation any Service Order and its terms, the parties' obligations under it, and the remedies available to each party for breach of it, shall be governed by, construed and interpreted in accordance with the laws of the Commonwealth of Virginia, and exclusive jurisdiction and venue of any dispute or matters involving litigation between the parties hereto shall be in the courts of Fluvanna County, Virginia. Any jurisdiction's choice of law, conflict of laws, rules, or provisions, including those of the Commonwealth of Virginia, that would cause the application of any laws other than those of the Commonwealth of Virginia, shall not apply. The Provider shall comply with all Applicable Law in performance of the Agreement.

2. **PROVISION AND OWNERSHIP OF INFORMATION:** CPMT reserves its rights of ownership to all material given to the Provider under this Agreement and further CPMT reserves its rights of ownership to all background information documents, and other documentation developed by the Provider in performing under this Agreement.

3. **CONFIDENTIALITY:** Any information obtained by Provider pursuant to this Agreement shall be treated as confidential. Use or disclosure of such information by the Provider shall be limited to purposes directly with Provider's responsibility for services under this Agreement and further limited by Applicable Law. Provider shall not publish, copyright or otherwise disclose or permit to be disclosed or published, the results of any work performed pursuant to this contract, or any particulars thereof, including forms or other materials developed for CPMT in connection with the performance by Provider of its services hereunder, without prior written approval of CPMT. Provider, cognizant of the sensitive nature of much of the data supplied by CPMT, shall not disclose any information (other than information which is readily available from sources available to the general public) obtained by it in the course of providing services hereunder without the prior written approval of CPMT, unless disclosure of such information by it is required by Applicable Law, rule or regulation or the valid order of a court or administrative agency. Both parties understand that the CPMT is a public agency subject to Freedom of Information Act ("FOIA") requests, however some of the information related to this Agreement, including sensitive health care information, may be subject to an exception to the FOIA whereby disclosure is not required.

4. **INSURANCE:** The Provider agrees that, during the period it renders services to CPMT pursuant to any Agreement, it shall carry (and provide CPMT with evidence of coverage) the following minimum amounts of insurance:

Public Liability	\$1,000,000	
Professional Liability	\$1,000,000	
Excess Liability	\$2,000,000	Aggregate Over Above Policy Limits (Excluding Professional Liability)
Worker's Compensation Amount required by Virginia law		

_____ **Provider will transport clients.** *(Please Initial in the blank provided if Provider will transport clients during the normal execution of services provided).* If initialed, the following amounts of insurance are also required:

Automobile	\$500,000	Liability Medical Payment Comprehensive Collision
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A Service Order may specifically require the Provider to carry higher minimum amounts of insurance.

In addition, the Provider shall require, and shall include in every subcontract, that any subcontractor providing any goods or services related to such Agreement obtain, and continue to maintain for the duration of the work, workers' compensation coverage in the amount required by Virginia law.

The Provider shall provide a copy of a Certificate of Insurance, evidencing such insurance and such endorsements as prescribed herein, and shall have it filed with the CPMT at the time of the signing of this Agreement. On this Certificate of Insurance, the CPMT and Fiscal Agent shall be named or indicated as additional insureds for comprehensive general liability and also for automobile insurance if the Provider will be transporting the client(s).

No change, cancellation or non-renewal shall be made in any insurance coverage without a forty-five (45) day written notice to the CPMT and such shall be noted in the policy. The Provider shall furnish a new certificate prior to any change or cancellation date. The failure of the Provider to deliver a new and valid certificate shall result in suspension of all payments until the new certificate is furnished.

Insurance required by this Agreement shall be in full force and effect throughout the Agreement term. If the Provider fails to provide the CPMT with acceptable evidence of current insurance within ten (10) days after written notice during the Agreement term, the CPMT shall have the absolute right to terminate the Agreement without any further obligation to the Provider.

5. **SEVERABILITY:** If any term, covenant or provision this Agreement shall be held to be invalid, illegal or unenforceable in any respect, this Agreement shall remain in effect and be construed without regard to such provision.

6. **TITLES:** The titles and section headings herein are inserted solely for convenience and are not to be construed as a limitation on the scope of the provisions to which they refer.

7. **ATTORNEYS' FEES:** In the event of a dispute between CPMT and Provider under any Agreement which cannot be amicably resolved, in addition to all other remedies, the party substantially prevailing in any litigation including all appeals shall be entitled to recover its reasonable expenses, including, but not limited to, reasonable attorneys' fees, costs and expert witness fees.

8. **NO WAIVER:** Neither any payment for, nor acceptance of, the whole or any part of the services by CPMT, nor any extension of time, shall operate as a waiver of any provision of any Agreement, nor of any power herein reserved to CPMT, or any right to damages herein provided, nor shall any waiver of any breach of any Agreement be held to be a waiver of any other or subsequent breach. Failure of CPMT to require compliance with any term or condition of any Agreement shall not be deemed a waiver of such term or condition or a waiver of the subsequent enforcement thereof.

9. **NO FINANCE CHARGES:** No finance charges or late payment fees of any kind shall be paid by CPMT.

10. **DEFAULT:** Failure of a Provider to deliver services in accordance with this Agreement and the Service Order including all terms and conditions and/or within the time specified, or within reasonable time as interpreted by CPMT in its sole discretion, or failure to make replacements/corrections of rejected services when so requested, immediately or as directed by CPMT, or failure of the Provider to act in accordance with the Agreement in any material respect, as reasonably determined by CPMT, shall constitute a "default" by the Provider and shall further authority for CPMT to terminate this Agreement and any Service Order effective immediately upon said default without any further payment obligations hereunder. These remedies shall be in addition to any other remedies which CPMT may have, including but not limited to, any remedies at law, under the Agreement or in equity. Notwithstanding the foregoing, the Provider shall not be liable for damages for delay in shipment or failure to deliver when such delay or failure is the result of fire, flood, strike, act of God, act of Government, act of an alien enemy or by any other circumstances which, in CPMT's opinion, are beyond the control of the Provider. Under such circumstances, however, CPMT may, at its sole discretion, terminate or cancel the Agreement effective immediately.

11. **NON-DISCRIMINATION ASSURANCES:** The Provider shall conform to the provisions of the Federal Civil Rights Act of 1964, as amended, as well as the Virginia Fair Employment Act of 1975, as amended, where applicable, and § 2.2-4311 of the Virginia Procurement Act: During the performance of any Agreement, the Provider agrees as follows: (i) the Provider will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Provider; (ii) the Provider agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause; (iii) the Provider, in all solicitations or advertisements for employees placed by or on behalf of the Provider, will state that such Provider is an equal opportunity employer. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall be deemed sufficient for the purpose of meeting the requirements of this Section; and (iv) The Provider shall include the provisions of (i) above in every subcontract or purchase over \$10,000.00 so that the provisions will be binding upon each subcontractor or Vendor.

12. **MODIFICATION:** This Agreement entered into by CPMT and any Provider shall not be subject to change, modification, or discharge except by written instrument signed by CPMT and Provider.

13. **INDEMNIFICATION:** Provider agrees to indemnify, keep and save harmless CPMT, its officers, agents, officials, employees and volunteers against any and all claims, claims of injuries, death, damage to property, patent claims, suits, liabilities, judgments, losses, costs and expenses, including but not limited to costs of investigation, all reasonable attorneys' fees (whether or not litigation results), and the cost of any appeal, occurring or arising in connection with the Provider's or its Employees' (as defined supra) negligence or wrongful acts or omissions in connection with its performance of this Agreement. The Provider shall, at his or her own expense, appear, defend and pay all charges of attorneys and all costs and other expenses arising therefrom or incurred in connection therewith; and if any judgment shall be

rendered against CPMT in any such action, the Provider shall, at his or her own expenses, satisfy and discharge the same. Nothing contained in this Solicitation or the Agreement shall be deemed to be a waiver of Fiscal Agent and CPMT's sovereign immunity.

14. **DRUG-FREE WORKPLACE:** Pursuant to Virginia Code § 2.2-4312: During the performance of this Agreement, the Provider agrees to (i) provide a drug-free workplace for the Provider's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a Statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the Provider's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all Solicitations or advertisements for employees placed by or on behalf of the Provider that the Provider maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000, so that the provisions will be binding upon each subcontractor or vendor. For the purposes of this Section, "*drug-free workplace*" means a site for the performance of work done in connection with the Agreement with Provider in accordance with Applicable Law, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, distribution, dispensation, possession or use of any controlled substance or marijuana during the performance of the Agreement.

15. **TERMINATION:** This Agreement will remain in force for the Term, unless: (i) terminated by CPMT upon thirty (30) days written notice to the Provider at CPMT's convenience in CPMT's sole discretion ("termination for convenience"); or (ii) earlier terminated by CPMT as specifically permitted under any provision of this Agreement. Any Agreement cancellation notice shall not relieve the Provider of the obligation to deliver and/or perform on all outstanding Service Order(s) issued prior to the effective date of the termination; or (ii) Terminated by CPMT for cause, default or negligence on the part of the Provider, including termination due to a failure of any funding or monies relied on by the CPMT. There is no advance notice requirement in the event of Termination for Cause and termination is effective immediately upon notice to Provider of the termination for cause.

16. **APPROPRIATIONS:** Notwithstanding any other provision of any Agreement, the payment of CPMT's obligations under this Agreement shall be subject to annual appropriations by the Board of Supervisors of CPMT in each fiscal year of monies sufficient to satisfy the same. Payment of CPMT's obligations under this Agreement shall further be subject to receipt of any funding or other monies relied on from federal, state or other sources.

17. **COMPLIANCE WITH IMMIGRATION LAW:** Pursuant to Virginia Code § 2.2-4311.1, in every Contract the following provision applies: the Contractor does not, and shall not during the performance of the Contract, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.

18. **CLAIMS PROCEDURE:** The procedure for consideration by CPMT of contractual claims for any Agreement shall be that set forth in Virginia Code § 15.2-1243, *et seq.*

19. **ORDER OF PRECEDENCE:** Where there exists any inconsistency between the provisions of this Agreement and the provisions other documents that have been incorporated into this Agreement by reference or otherwise, the provisions of this Agreement shall control.

20. **PRIOR AGREEMENTS:** This Agreement supersedes all payment provisions in placement agreements or any prior agreements that may be in effect between the Provider and the CPMT, or the Fluvanna County Department of Social Services.

21. **REMEDIES CUMULATIVE:** All remedies afforded in this Agreement shall be construed as cumulative, that is in addition to every other remedy provided herein or by Applicable Law.

22. **BINDING:** No document other than this Agreement and a Service Order executed by both CPMT, Fiscal Agent and Provider shall bind or obligate CPMT to the Provider, unless such document is signed by an authorized Fiscal Agent of CPMT.

23. **REQUIRED DOCUMENTS.** The documents listed below shall be submitted to the CPMT with this executed Agreement, unless otherwise agreed to by the CPMT in writing after request for exception by Provider including the reasons therefor:

- (i) Provider Rate Sheet including List or Description of Services;
- (ii) IRS W-9 form (Request for Taxpayer Identification Number and Certification);
- (iii) Provider License(s) held by your facility(ies) or licensure documentation;
- (iv) Certificate(s) of Insurance (required under this Agreement); and
- (v) All Background Checks required under this Agreement; please note for Providers with more than 5 employees, Provider may provide CPMT with a document on Provider's letterhead containing a description of the Provider's background check process, including without limitation, the types of background checks performed and the frequency, and copies of the background checks for only those persons who will actually be providing services under this Agreement.

[SIGNATURE PAGE TO FOLLOW.]

If this paragraph is initialed below by all parties to this Agreement, then in accordance with the applicable law including the Virginia Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act, or E-Sign, regarding electronic signatures and transactions, the parties do hereby expressly authorize and agree to the use of electronic signatures and/or valid and legitimate pdf or similar format and/or facsimile signature transmitted electronically in lieu of an original signature(s) as an additional methods of signing and/or initialing this Agreement .

Fluvanna County, CPMT Fiscal Agent	Fluvanna County, CSA Coordinator	Provider	County Attorney
Initials: _____	Initials: _____	Initials: _____	Initials: _____

Witness the following duly authorized signatures and seals:

CPMT/Fiscal Agent:

Fluvanna County
Signature: _____ (SEAL)
CPMT Fiscal Agent
Date: _____

Fluvanna County, CSA Coordinator
_____ (SEAL)
Date: _____

Provider (complete if sole Proprietor):

Signature: _____ (SEAL)

Print Name: _____

Date: _____

Provider (complete if business entity):

Name of Provider: _____ (SEAL)
(business entity name above)

By: _____
(authorized signature above)

Print Name: _____

Print Title: _____

Date: _____

Approved as to Form:

Fluvanna County Attorney

Provider Agreement Reminders (failure to follow instructions may delay processing or be cause for rejection):

- a. Page 1 - Providers who are business entities must use the legal name of the business as filed with the State Corporation Commission.
- b. Section E - Providers who are Medicaid eligible must initial in Section E. Do not initial Section E if you are NOT Medicaid eligible.
- c. Section F – All Providers must complete Billing contact information in Section F.
- d. Section N – All Providers must complete the notice contact information in Section N, and must include (if applicable) the State Corporation Commission ID used by the business listed on Page 1.
- e. Section O(4) – Providers who will transport any client related to this Agreement or the services must initial Section O(4). Do not initial Section O(4) if you will NOT transport client(s).
- f. Provider provided all required Background checks consistent with Section C of the Agreement and Section O(23)(v)(b).
- g. Individual Providers sign as sole proprietors (left signature block).
- h. Entity Providers sign as business entities (right signature block).

Child Day Center Addendum to the Children's Services Act (CSA) Provider Agreement

This **Child Day Center Addendum** (the "Addendum") to that **Children's Services Act Provider Agreement** (the "Agreement") dated the 1st day of July, 2023, is made by and between Fluvanna County, a political subdivision of the Commonwealth of Virginia, through the Fluvanna County Community Policy and Management Team, an agency of Fluvanna County (hereinafter referred to as the "CPMT"); and _____ (hereinafter referred to as the "Provider"). CPMT and Provider are sometimes each referred to herein as a "party" and collectively as the "parties".

Whereas, the CPMT and Provider entered into that Agreement;

Whereas, Provider operates a "Child Day Center" as defined by Virginia Code Section 22.1-289.02 licensed by the Superintendent of Public Instruction (the "Superintendent") in accordance with Applicable Law under Virginia Code Section 22.1-289.011 and such Child Day Center meeting all of the requirements, regulations and rules of the Applicable Law, including specifically but without limitation Virginia Code Title 22.1, Chapter 14.1 Early Childhood Care and Education;

Whereas, the Provider has established itself as a qualified Provider operating a "Child Day Center", and meets all requirements of Applicable Law; "Applicable Law" is defined as all applicable local, State and Federal laws, statutes, rules, regulations, ordinances and other standards, including without limitation, the CSA and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as in effect during this Agreement, including any additions thereto and amendments or replacements thereof (collectively referred to hereinafter "Applicable Law") relative to such services to be provided hereunder.

NOW, THEREFORE, for valuable consideration the sufficiency of which is acknowledged, the parties do hereby mutually agree to modify the Agreement as follows:

1. The recitations above are a material part of this Agreement and are hereby made a part of the body of this Agreement.
2. **Section C – Employee Background Checks:** Section C of the Agreement is modified as follows: *If Provider complies with all background check requirements of Applicable Law and the Superintendent for a "Child Day Center" and is a licensed operator of a "Child Day Center" and so long as they throughout the Term of the Agreement the Provider continues to comply with all such licensure and other requirements for a "Child Day Center", then the background check requirements of the Agreement are waived except to the extent they are required by Applicable Law. A copy of the most recent Background Check(s) provided to the State shall be included by Provider with this Agreement. Provider agrees and certifies that all individuals, including volunteers working under the Provider's supervision, providing services to or having contact with a client placed with or served by the Provider have successfully completed a Virginia State Police criminal background record check and a check through the Virginia Child Protective Service Registry or the State in which such services are being rendered. If it is known that the individual providing services, has moved from another state and has worked with children within one year of his or her employment the previous State must also be checked. If the Provider is notified that any of the individuals providing services are named in a child protective service registry, then the Provider will immediately notify the CPMT and remove the individual from working with any clients. For those Providers who provide transportation services, a Division of Motor Vehicle check is also required for all individuals, including volunteers working under the Provider's supervision,*

providing this service. The Provider is and will comply with Applicable Law, its State's laws, regulations and licensure requirements relating to the conducting of criminal and Department of Motor Vehicle checks of individuals providing services hereunder at all times during the Term. Providers are required to provide a current copy of all such background checks as may be requested by the CPMT.

3. **Section (O)(4) - Insurance:** The Agreement is modified such that the Provider may either: (i) comply with Section (O)(4) of the Agreement; or, alternatively (ii) the Provider agrees that, during the period it renders services to CPMT pursuant to any Agreement, it shall carry (and provide CPMT with evidence of coverage) the following minimum amounts of insurance: at least the minimum insurance coverage required by Applicable Law and the Superintendent for the Provider's license to operate as a "Child Day Center" and worker's compensation insurance as required by Applicable Law, and any greater insurance required by Applicable Law. Notwithstanding the foregoing, if Provider will transport client(s) then Automobile, in a minimum amount of \$500,000 Liability, Medical Payment, Comprehensive, and Collision must also be required.
 - a If Provider complies with (ii) above instead of (i) then the following provisions also apply: No subcontractors may provide any goods or services related to the Agreement. The Provider shall provide a copy of a Certificate of Insurance, evidencing such insurance and such endorsements as prescribed herein, upon request from the CPMT from time to time. On this Certificate of Insurance, the CPMT and Fiscal Agent shall be named or indicated as additional insureds for comprehensive general liability and also for automobile insurance if the Provider will be transporting the client(s). No change, cancellation or non-renewal shall be made in any insurance coverage without a forty-five (45) day written notice to the CPMT and such shall be noted in the policy. The Provider shall furnish a new certificate prior to any change or cancellation date. The failure of the Provider to deliver a new and valid certificate shall result in suspension of all payments until the new certificate is furnished. Insurance required by this Agreement shall be in full force and effect throughout the Agreement term. If the Provider fails to provide the CPMT with acceptable evidence of current insurance within ten (10) days after written notice during the Agreement term, the CPMT shall have the absolute right to terminate the Agreement without any further obligation to the Provider.

3. **Miscellaneous:** The headings of the sections of this Addendum are inserted for convenience only and do not alter or amend the provisions hereof. A word importing the masculine or neuter gender only may extend and be applied to females and to corporations as well as males, and vice versa. A word importing the singular number only may extend and be applied to several persons or things as well as to one person or thing; and a word importing the plural number only may extend and be applied to one person or thing, as well as to several persons or things. This Addendum may be executed in multiple counterparts each of which shall be deemed an original and together which shall constitute the Addendum. This Addendum may be executed in duplicate originals, any of which shall be equally authentic. In addition to allowing electronic signatures upon an electronic copy of this Addendum, as provided by Virginia law, facsimile signatures upon any signature page will be considered to be original signatures. This Addendum contains the entire understanding of the parties with respect to the subject matter hereof and is to be modified only by a writing signed by the parties to this Addendum. Except as specifically amended hereby, the Agreement remains in full force and effect.

[SIGNATURE PAGE TO FOLLOW.]

If this paragraph is initialed below by all parties to this Agreement, then in accordance with the applicable law including the Virginia Uniform Electronic Transactions Act (UETA) and the Electronic Signatures in Global and National Commerce Act, or E-Sign, regarding electronic signatures and transactions, the parties do hereby expressly authorize and agree to the use of electronic signatures and/or valid and legitimate pdf or similar format and/or facsimile signature transmitted electronically in lieu of an original signature(s) as an additional methods of signing and/or initialing this Agreement .

Fluvanna County, CPMT Fiscal Agent	Fluvanna County, CSA Coordinator	Provider	County Attorney
Initials: _____	Initials: _____	Initials: _____	Initials: _____

Witness the following duly authorized signatures and seals:

CPMT/Fiscal Agent:

Fluvanna County
Signature: _____ (SEAL)
CPMT Fiscal Agent
Date: _____

Fluvanna County, CSA Coordinator
_____ (SEAL)
Date: _____

Provider (complete if sole Proprietor):
Signature: _____ (SEAL)

Print Name: _____

Date: _____

Provider (complete if business entity):
Name of Provider: _____ (SEAL)
(business entity name above)
By: _____
(authorized signature above)
Print Name: _____

Print Title: _____

Date: _____

Approved as to Form:

Fluvanna County Attorney



Capital Reserve Maintenance Fund Request

TAB C

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$32,500.00** for the purpose(s) of:
installing new sewer main 6 inch pipe from Central Elementary to existing sewer main.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 04/21/2023
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY23

Reserve Fund Purpose Category: **Unexpected facility repairs or replacements**

Description of Project/Repair	Qty	Unit Price	Total Price
Moore's Plumbing and Septic	1	\$32,500.00	\$32,500.00
			\$0.00
			\$0.00
			\$0.00

Total Request: **\$32,500.00**

Description and justification for proposed use.

Install new sewer main 6 inch pipe from building to existing sewer main (45-60ft) with clean outs every 60 feet per code. Back fill around pipe with rock and replace sidewalks. Seed, straw and clean up of area affected by repair/replacement and may have to remove the fence to access and install new sewer main in that area.

Department/Agency Head Name Don Stribling	Signature Don Stribling <small>Digitally signed by Don Stribling DN: cn=Don Stribling, o=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2018.08.21 13:12:45 -04'00'</small>	Date 04/21/2023
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Section 2 - REVIEW

Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director Tori Melton <small>Digitally signed by Tori Melton Date: 2023.05.30 13:57:00 -04'00'</small>	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator Eric Dahl <small>Digitally signed by Eric Dahl Date: 2023.05.30 16:04:06 -04'00'</small>	Date

Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date	Comments
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Capital Reserve Maintenance Fund Request

TAB D

MOTION: I move that the Board of Supervisors approve a Capital Reserve Maintenance Fund Request in the amount of **\$9,880.00** for the purpose(s) of: repair, installation of parts, and labor on the Air Handling Unit (AHU) at FMS.

Section 1 - REQUEST

Requesting Department/Agency FCPS	Dept/Agency Contact Don Stribling	Date of Request 04/21/2023
Phone (434) 589-5948	Fax (434) 589-5393	Fiscal Year FY23

Reserve Fund Purpose Category: **Ongoing facility or equipment maintenance requirements**

Description of Project/Repair	Qty	Unit Price	Total Price
TRANE	1	\$9,880.00	\$9,880.00
			\$0.00
			\$0.00
			\$0.00

Total Request: **\$9,880.00**

Description and justification for proposed use.

Repair, installation of parts, and labor on the Air Handling Unit (AHU) at FMS. The AHU collects the outside air and room air, removes dust and other particles from the collected air, and adjusts the temperature and humidity of the rooms within the school.

Department/Agency Head Name Don Stribling	Signature Don Stribling <small>Digitally signed by Don Stribling DN: cn=Don Stribling, c=FCPS, ou=FCPS, email=dstribling@apps.fluco.org, c=US Date: 2018.08.21 13:12:45 -04'00'</small>	Date 04/21/2023
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Section 2 - REVIEW

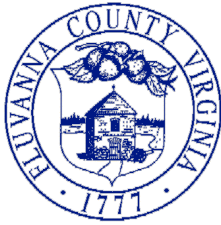
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Finance Director Tori Melton <small>Digitally signed by Tori Melton Date: 2023.05.30 13:57:58 -04'00'</small>	Date
Recommended? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	County Administrator Eric Dahl <small>Digitally signed by Eric Dahl Date: 2023.05.30 16:04:33 -04'00'</small>	Date

Section 3 - BOARD OF SUPERVISORS

Approved? <input type="checkbox"/> Yes <input type="checkbox"/> No	Decision Date	Comments
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**FLUVANNA COUNTY BOARD OF SUPERVISORS
MEETING PACKAGE ATTACHMENTS**

Incl?	Item
<input checked="" type="checkbox"/>	BOS Contingency Balance Report
<input type="checkbox"/>	Building Inspections Report
<input checked="" type="checkbox"/>	Capital Reserve Balances Memo
<input type="checkbox"/>	Fluvanna County Bank Balance and Investment Report
<input checked="" type="checkbox"/>	Unassigned Fund Balance Report
<input type="checkbox"/>	VDOT Monthly Report & 2020 Resurfacing List
<input type="checkbox"/>	ARPA Fund Balance Memo
<input checked="" type="checkbox"/>	The Board of Supervisors Two Year Plan



COUNTY OF FLUVANNA

“Responsive & Responsible Government”

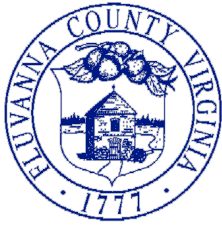
BOS 2023-06-07 p.613/624
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911
www.fluvannacounty.org

MEMORANDUM

Date: June 07, 2023
From: Theresa McAllister – Management Analyst
To: Board of Supervisors
Subject: FY23 BOS Contingency Balance

The FY23 BOS Contingency line balance is as follows:

Beginning Original Budget:	\$162,000
Less: Career Development Circuit Court Clear & Commissioner of Revenue	-15,393
Less: Comprehensive Safety Action Plan Grant – Safe Streets - TJPDC	-30,000
Less: Comprehensive Economic Development Strategy (CEDS) - TJPDC	-2,097.04
Less: 2022 Board of Supervisors Planning Retreat	-5,000
Less: Social Services Salary Range Revision	-17,503
Available:	\$92,006.96



COUNTY OF FLUVANNA

"Responsive & Responsible Government"

BOS 2023-06-07 p.615/624
P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911

MEMORANDUM

Date: June 07, 2023
From: Theresa McAllister – Management Analyst
To: Board of Supervisors
Subject: FY23 Capital Reserve Balances

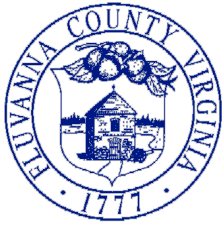
The FY23 Capital Reserve account balances are as follows:

County Capital Reserve:

FY22 Carryover	\$512,518
FY23 Budget Allocation:	\$250,000
Less: Fluvanna County District Court Microphone System Replacement	-5,963
Less: Ground Water Well Monitoring at Convenience Center	-27,050
Less: Public Safety Building 5 ton heat pump	-6,408
Less: Generator at Carysbrook Fuel Pumps	-30,000
Less: 4 ton heat pump at Fluvanna County Community Center	-8,522.36
Less: HVAC leaking evaporator coil at the Fluvanna County Library	-6,301.01
Less: FUSD Network Installation	-12,415.70
Less: Commonwealth's Attorney Office Mold Remediation	-9,800
Less: Kents Store Firehouse Remediation	-63,000
Less: Replacement of Hot Water Heating Boiler at PW's Maintenance Shop Carysbrook	-36,292
Less: Purchase and install dump body on 2001 Fprd F-550 Brush Truck that was transferred from FUFd to PW's	-17,300
Add: Closed CRM Projects 04/04/2023	1,521.97
FY23 Available:	540,987.90

Schools Capital Reserve:

FY22 Carryover	\$387,600
FY23 Budget Allocation:	\$200,000
Less: FCHS Tennis Court Repair	-63,100
Less: Emergency Radios for FCPS School and Departments	-23,910
Add: Closed CRM Project – 08/27/2022	4,884
Less: Central Elementary purchase of 3 HVAC chiller fans	-10,560
Less: Central Elementary HVAC Chiller replacing failed parts	-11,090
Less: FCHS main chiller	-6,740
Less: Fluvanna Middles School HVAC Chiller	-9,178
Add: Insurance recovery from VACORP for vandalism at FMS	38,498.27
Less: Repair and updating equipment at FMS due to vandalism	-38,498.27
Less: Central Fire Control System	-4,460
Less: FCHS Hot Water Heater	-4,435
Less: FCHS Track Surface	-16,850
Less: FMS Fire Control Main Board	-4,990
Less: FMS Fire Control System	-5,275
Less: FCPS Sewer line repairs and installing clean out	-15,500
Less: FCHS auditorium air handler and installing a new one	-7,800
Less: FCHS Centrifungal Pump	-8,524
Less: FCHS Chiller #1	-36,380
Less: Carysbrook Elementary Water Leak Repair	-21,500
Less: Central Elementary Sewer Back Up	-3,200
Less: 12 Year Replacement Cycle for (82) Fire Extinguishers at FCHS	-5,945



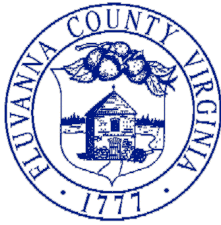
COUNTY OF FLUVANNA

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BOS 2023-06-07 p.617/624

P.O. Box 540
Palmyra, VA 22963
(434) 591-1910
Fax (434) 591-1911

Less: UVA Cooperative Procurement – Tennis Court Cracks	-1,100
Less: Rekortan – FCHS Track Repair	-26,630
Add: Closed CRM Projects 4/4/2023	341.98
Add: Closed CRM Projects 5/1/2023	34.00
Less: Replacing flanged silent globe check valves on the booster pump, discharge piping at water plant, and adjust pressure down on well to stop blow out	-4350
Add: Closed CRM Projects 5/18/2023	30.44
FY23 Available:	301,373.42



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www.fluvannacounty.org

MEMORANDUM

Date: June 07, 2023
From: Theresa McAllister – Management Analyst
To: Board of Supervisors
Subject: Unassigned Fund Balance

FY22 Year End Audited Total Unassigned Fund Balance:	\$26,519,445
Unassigned Fund Balance – 12% Target Per Policy:	\$10,215,566
Unassigned Fund Balance – Excess Above Policy Target:	\$16,303,879
Less: Palmyra Village Streetscape Project 10.19.22	-317,831
Less: Pleasant Grove Athletic Field Lighting	-108,990
Current Unassigned Fund Balance – Excess Above Policy Target:	\$15,877,058

The Board of Supervisors Two Year Plan – *Draft, August 2022*

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
A		SERVICE DELIVERY			
A1		Work with FRA to identify support options for Fire and Rescue volunteers.		X	
A2		Perform comprehensive review of existing partnerships with local area support and non-profit groups providing services to Fluvanna residents; review service gaps and identify needed partnerships.	X	X	Begin in Year 1; complete in Year 2
A3		Initiate comprehensive review of traffic throughout the county with a particular focus on high-traffic areas around the Lake Monticello community.		X	
A4		Community transportation options and alternatives.		X	Shared school buses/drivers providing transportation for county residents; TJPDC Rural Transportation work group; JAUNT
A5		Implement annual county volunteer recognition ceremony.		X	
A6		Design implementation plan for professional Fire Chief position.		X	
B		COMMUNICATION			
B1		Develop communication plan to inform residents of County projects, accomplishments, and where tax dollars are spent.		X	
C		PROJECT MANAGEMENT			
C1		Continue Columbia area renewal efforts.	X	X	

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
C2		Complete a Master Water and Sewer (Plan Phase I) to identify sources for the county's long-term water needs; particularly for each of its community planning areas.	X		
C3		Continue Palmyra Village Streetscape	X	X	Phase I: project begins in 2025, street flow, sidewalks, and street parking on Stone Jail Street side of Civil War Park. Phase II: Crosswalks, sidewalks and parking on Main Street.
		C3.1 Review and pursue opportunities and options for a Palmyra Village Streetscape project to improve safety, parking, walkability, and overall appearance.	X		2022 Smart Scale Grant Awarded.
		C3.2 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C4		Successfully oversee and manage Fluvanna County aspects of the James River Water Project.	X	X	
C5		Successfully oversee and manage the design and construction of the Zion Crossroads water and sewer system.	X	X	
C6		Pursue Fork Union revitalization.		X	
		C6.1 Research options for civic displays (flags, banners, Notable Residents, etc.)		X	
C7		Oversee New Administration Building project.	X	X	Multi-year project.
		C7.1 Create and Issue Request for Proposal for Design	X		
		C7.2 Select Design Firm for design of New Admin Building		X	
D		COMMUNITY DEVELOPMENT & ENRICHMENT			
D1		Draft and a formal County-wide economic development and tourism strategy inclusive of an implementation schedule.	X	X	

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
		D1.1 Adopt Economic Development Strategic Plan.	X		
		D1.2 Implement five-year Economic Development Strategic Plan.		X	
D2		Seek opportunities to coordinate development activity at Fluvanna's northern border with Louisa County.	X	X	
D3		Hold an Economic Development Discussion Forum for local businesses with planning, zoning, building inspections, infrastructure components.	X		
D4		Investigate options for utilizing Dominion proffer - \$500,000 for recreation, green space.	X	X	
D5		Investigate opportunities to support expanded recreation opportunities, arts, and tourism.	X	X	Coordination with State agencies regarding the installation of additional boat ramps along the Rivanna and James Rivers. Fluvanna After Five @ Pleasant Grove.
D6		Research creating a "teaching farm" at PG Park.		X	Collaborative effort - FCPS? Cooperative Extension? Farm Bureau?
D7		Implement stronger Code Enforcement on the County's Spot Blight Abatement program	X	X	
D8		Review the Subdivision Ordinance on Cluster subdivisions; large lot subdivisions.		X	
D9		Review the Zoning Ordinance to look at higher density options between CPA and R4.		X	
E		FINANCIAL STEWARDSHIP AND EFFICIENCY			

#	Complete	2022 Two Year Goals	Year 1	Year 2	Notes
E1		Reduce the County's reliance on creating and mailing paper checks for payments and implement expanded ACH/EFT transaction options.	X		
E2		Implement credit card payment option for citizen at all County funds collection points through MUNIS Cashiering process.	X	X	
E3		Plan for ways to adequately fund, implement and standardize the Capital Improvement Plan, eliminating deferred CIP projects.		X	