



Department of Purchasing

100 N. Main Street, 2nd Floor
Suffolk, VA 23434
(757) 925-6762 Fax (757) 925-6763

November 22, 2019

P.D. & J Envirocon
Maurice Bynum, Environmental Manager
15 Virginia Avenue
Windsor VA 23487

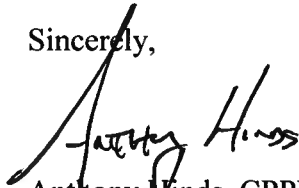
Dear Mr. Bynum

**Subject: Notice of Award for 1682-Q
Septic System Maintenance and Inspections**

This notice of award is to P.D. & J Envirocon to provide Septic System Maintenance and Inspections for Suffolk Public Schools. Performance of all services and pricing related to this award shall be in accordance with RFQ 1682-Q, any addendums, and your quote dated May 14, 2019. Contact me if you have questions or need additional information.

Please return an acknowledged copy of this Notice of Award to the above address within ten (10) calendar days. Thank you and we look forward to working with you.

Sincerely,


Anthony Hinds, CPPB
Purchasing Manager

Please sign below to acknowledge receipt of the Notice of Award and to agree to the terms of RFQ 1682-Q, any addendums, and your bid

_____ this the _____ day of _____ 2019

By _____ Title _____

Copies: John B. Gordon III, Superintendent
Terry Napier, Director of Facilities
Bid File

**Notice of Award for 1682-Q
Septic System Maintenance and Inspections**

Additional Terms:

1. The initial term of this agreement shall begin upon award and continue through June 30, 2020 after which this agreement will be automatically extended for four (4) additional one year periods beginning July 1st and ending June 30th of each year, unless otherwise terminated by either party by giving written notice prior to May 1st of each year. The School Board may approve price increases for each subsequent year based on the Consumer Price Index, all Urban Consumers South. Justification for such price increases should be submitted to the Purchasing Manager by April 1st of each year.
2. Response time for emergencies will be no longer than 1-2 days.

Pricing:

1. Maintenance, monitoring and inspection services will be \$8,000 per year.
2. Repair float switch will be \$250.00
3. Cleaning of filters will be \$2,000
4. Hourly costs of additional repairs not listed will be \$75.00 per hour.

Initials

Date

Bid Tabulation
1682-Q Septic System Maintenance and Inspections

Bidder	Quote
PD & J Envirocon	\$8,000 yearly
Millers Septic	\$3,000 quarterly; \$12,000 yearly

Low and sole bid:
 PD & J Envirocon.

Basis of award: Lowest responsive, responsible quote per Suffolk Public Schools purchasing regulation



Approved by: Anthony Hinds, CPPB Purchasing Manager