



**COUNTY OF HENRICO
DEPARTMENT OF FINANCE
PURCHASING DIVISION**

**CONTRACT EXTRACT
NOTICE OF RENEWAL**

DATE:	May 16, 2019
CONTRACT COMMODITY/SERVICE:	Emergency Road Flares
CONTRACT NUMBER:	1193
COMMODITY CODE:	055.20
CONTRACT PERIOD:	August 1, 2019 through July 31, 2020
RENEWAL OPTIONS:	1 renewal remaining through July 31, 2021
USER DEPARTMENT:	Police
SUPPLIER:	Name The Hanover Company
	Address P.O. Box 6026
	City, State Ashland, VA 23005
	Contact Name Ernest Moore
	Phone Number 804-798-5012
	Fax Number 804-798-5579
	Email address ernest.moore@hanovercompanyonline.com
	Emergency Telephone Number 804-909-5012
ORACLE SUPPLIER NUMBER:	10154
BUSINESS CATEGORY:	Small
PAYMENT TERMS:	Net 30
DELIVERY:	As needed and requested
FOB:	County of Henrico
BUYER:	Name Justin M. Herbaugh
	Title Procurement Analyst I
	Phone 804-501-5680
	Email Her034@henrico.us

This contract is the result of a competitive solicitation issued by the Department of Finance, Purchasing Division. A requisition must be generated for all purchases made against this contract and the requisition must reference the contract number.

See attached pricing.

Price List:

Red emergency flares, no spikes, 30-minute minimum burning time.

Make: Orion

Model: 0730

Unit Price: 1 Case (Qty. 36) \$49.24

General Requirements:

A. Delivery

1. Flares shall be delivered to Henrico County, Central Automotive Maintenance Facility, 10301 Woodman Road, Glen Allen, VA 23060 (Attention: Police Fleet).
2. Hours of Operation for delivery are 7:00am – 3:00pm, Monday through Friday.
3. The Successful Bidder will maintain stock to ensure prompt and adequate delivery. For the replacement of County supply, delivery shall be made within 5 business days after the order is placed. A minimum order of one pallet (98 cases) will be placed on all orders. In the event this delivery time frame is not met, the County of Henrico reserves the right to obtain the needed flares from another source.

B. Specifications:

1. Road Flare – Orion Safety Products, Item #0730 or approved equal. Bidders may offer and approved equal as long as it meets or exceeds the manufacturer product specifications. It is up to the County of Henrico to determine product equivalency.
2. Flares shall conform to all applicable requirements of OSHA, meet all federal and state regulations and are listed by Underwriters Laboratories.
3. Flares shall be provided with friction cap ignition. They shall be easily ignited without matches in wind, rain, or snow, and shall be protected from moisture by a coating of waterproof substance.
4. Flares shall be a red cardboard tube containing yellowish-tan solid mixtures and no spike, 30 minute flare. The color of the fuse tube shall indicate the burn color.
5. Material Data Safety Sheet (MSDS) should be submitted with bid for road flare.

C. Invoicing:

Payment shall require the submittal of an itemized invoice for each delivery to the County of Henrico, Police Division. The invoice shall include but not be limited to the following information which may be provided as an attachment to the invoice.

- 1. Purchase Order must appear on invoice.**
- 2. Part Number**
- 3. Unit Price**
- 4. Quantity**
- 5. Total Price**

E. Warranty:

Warranty on flares shall be as supplied by the manufacturer. Standard warranty supplied will be against any defects in materials and workmanship.