

COUNTY OF SCOTT, VIRGINIA  
**PURCHASE ORDER**

We're a Natural



SCOTT COUNTY

**PURCHASE ORDER NO.** 0045696  
 REFER TO THIS ORDER NUMBER  
 ON ALL INVOICES

VENDOR:

TO: COMFORT SYSTEMS  
 PO BOX 757  
 BRISTOL VA 24203-0757

SHIP TO:

ROBERT SALLEE  
 SCOTT CO BUILDING SERVICE  
 298 JENNINGS STREET  
 WEBER CITY VA 24290

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THIS ORDER SUBJECT TO CONDITIONS ON FACE AND  
 REVERSE HEREOF. NO CHANGES MAY BE MADE WITHOUT  
 THE WRITTEN PERMISSION OF THE PURCHASE MANAGER  
 OR COUNTY ADMINISTRATOR.

INVOICE TO:

SCOTT COUNTY SCHOOL BOARD  
 340 EAST JACKSON STREET  
 GATE CITY VA 24251

DATE/06/2021	ACCOUNT NO.	DATE REQUIRED			
ITEM NO.	QUANTITY	UNIT	DESCRIPTION OF ARTICLES OR SERVICES	UNIT PRICE	AMOUNT
1	4	QTR	CONTRACT SERVICES FOR THE 006-4-006-064200-3320-009-000-000 SCHEDULED MAINT. CHECK ON VARIOUS HEATING & COOLING UNITS, LP GAS BOILERS, LP GAS HOT WATER HEATER, CHILLER AND CHILL WATER PUMP, VFD'S, 006-4-006-064200-3320-009-000-000 & BUILDING AUTOMATION CONTROLS AGREEMENT ALSO INCLUDES 30 THIRTY HOURS OF LABOR FOR DIAGNOSTIC ASSISTANCE.	9,991.000	39,964.00
2	1	EA	SCHEDULED MAINT. WILL BE 006-4-006-064200-3320-009-000-000 COMPLETED QUARTERLY & WILL BE BILLED QUARTERLY AT A RATE OF \$9,991.00	.000	.00
3	1	EA	INDIVIDUAL MECHANIC AND 006-4-006-064200-3320-009-000-000 TECHNICIAN RATES ARE INCLUDED ON CONTRACT.	.000	.00
4	1	EA			
				TOTAL:	39,964.00
COMMENTS:			REQ 11134 ALL SCHOOLS		
			NO BACKORDERS		

COUNTY OF SCOTT, VIRGINIA  
 PHONE (276) 386-6521 FAX (276) 386-9198

ASSIT. COUNTY ADMIN.  COUNTY ATTORNEY  COUNTY ADMINISTRATOR

*Shelia R. Stame*  
 AUTHORIZED SIGNATURE

RECEIVED BY \_\_\_\_\_

VENDOR COPY

SCOTT COUNTY IS EXEMPT FROM FEDERAL EXCISE AND TRANSPORTATION TAXES AND STATE SALES TAX. DO NOT INCLUDE THESE TAXES IN YOUR INVOICE. EXEMPTION CERTIFICATION WILL BE SIGNED UPON REQUEST.

**Date:** July 1, 2021

**To:** Scott County Purchasing Agent

**From:** Scott County Maintenance Department

**Subject:** Single Source Purchases

P.O. # 45696

**I certify based on the information contained below that this is the single source for the information requested.**

A single source request from the Scott County Schools Maintenance Department is requested for Comfort Systems USA to provide contract services for various equipment throughout the division. Scott County Schools completed a Performance Contracting project with Comfort Systems USA that was completed April 30, 2015.

During this project Comfort Systems has installed new heating and cooling equipment, LP gas boilers, a LP gas hot water heater, and software based building automation control systems. They have proposed a contract to the school system for the 2021-2022 school year to provide scheduled maintenance on all of the equipment outlined in the service proposal that was installed during the PC Project. Comfort Systems will provide quarterly checks on the equipment and have 30 hours designated for diagnostic assistance and repairs as needed by Scott County Schools. Comfort Systems has all of the software programming that is needed to operate, monitor and repair, the Building Automation Control Systems for all schools in the division.

**REQUESTED BY:** Robert Sallee