



Purchasing Office

October 5, 2016

Sagres Construction
Attn:: Dejan Dragacevac
8350 Terminal Road, Suite A
Lorton, VA 22079

SUBJECT: Town of Vienna Contract Renewal

Reference: Contract IFB 16-10 On Call Roadway Maintenance

Dear Mr. Dragacevac:

The subject contract expired on September 30, 2016. In accordance with the provisions of IFB 16-10, the Town of Vienna wishes to renew the contract for the second (2nd) of four (4) one-year renewal options, for the period of October 1, 2016 through September 30, 2017.

The Town requests this renewal at the current contact rate., If you agree to these terms, please sign below and return to the Purchasing Department no later than October 11, 2016.

If you wish to request a price increase, please submit justification for your request, in writing, no later than October 11, 2016, and I will forward your request to the department for consideration. Per the terms of the IFB, any change in rates shall not exceed the percentage for the most recent twelve (12) months of the CPI-U rate for this region.

If you have any questions, please call me at 703-255-6359.

Sincerely,

Gina M. Gilpin, CPPB
Purchasing Agent
ggilpin@viennava.gov

Dejan Dragacevac
Sagres Construction

Pruitt, Katrina

From: Gilpin, Gina
Sent: Wednesday, April 25, 2018 11:22 AM
To: Pruitt, Katrina
Cc: Shrestha, Shreeja; Blandon, Luis; Horner, Christine
Subject: FW: Pending requisition approval

Follow Up Flag: Follow up
Flag Status: Flagged

Katrina,

We do still have a contract with Sagres under IFB 16-10, it's good until June 30, 2018 and I have a letter out to renew for next Fiscal Year. That being said, we go with low bid/quote. If quotes were received for each individual job, then we need to go with the vendor who gave the low quote on those jobs.

We will reject these back to you for adjustment and attention to the details.

Gina M. Gilpin, CPPB
Purchasing Agent
Vienna Town Hall
127 Center Street S
Vienna, VA 22180
703-255-6359
ggilpin@viennava.gov



From: Shrestha, Shreeja
Sent: Wednesday, April 25, 2018 11:17 AM
To: Gilpin, Gina <GGilpin@viennava.gov>
Subject: FW: Pending requisition approval

From: Pruitt, Katrina
Sent: Wednesday, April 25, 2018 11:06 AM
To: Shrestha, Shreeja <Shreeja.Shrestha@viennava.gov>
Subject: RE: Pending requisition approval

Augh! Christine said Sagres had the best price and I took her word for it. Okay – we had a contract with them IFB 16-10 but it expired 09/30/17 and I don't know if it was renewed...

Katrina Pruitt
Public Works Specialist
katrina.pruitt@viennava.gov
703-255-6383



127 Center Street, South
Vienna, VA 22180
viennava.gov

From: Shrestha, Shreeja
Sent: Wednesday, April 25, 2018 10:58 AM
To: Pruitt, Katrina <Katrina.Pruitt@viennava.gov>
Subject: RE: Pending requisition approval

Ok on this requisition US Concrete has the lowest bid as per your attachment?

From: Pruitt, Katrina
Sent: Wednesday, April 25, 2018 10:55 AM
To: Shrestha, Shreeja <Shreeja.Shrestha@viennava.gov>
Subject: RE: Pending requisition approval

When the bids were requested – Sagres submitted quotes for each projects and the other two vendors submitted their quotes for all of the projects combined. Sagres has the better overall pricing.

Katrina Pruitt
Public Works Specialist
katrina.pruitt@viennava.gov
703-255-6383



127 Center Street, South
Vienna, VA 22180

From: Shrestha, Shreeja
Sent: Wednesday, April 25, 2018 10:52 AM
To: Pruitt, Katrina <Katrina.Pruitt@viennava.gov>
Subject: FW: Pending requisition approval

Katrina,

For requisition below what's the total for US Concrete and M&F Concrete, is it \$55,634 and \$55,700 shown in your total or \$5,874 and \$6,800 as highlighted in your attachment? Please put total amount for each vendor in your attachment and let me know.

From: munis
Sent: Wednesday, April 25, 2018 10:41 AM
To: Shrestha, Shreeja <Shreeja.Shrestha@viennava.gov>
Subject: Pending requisition approval

User Katrina.Pruitt has entered the requisition 18000539 (fiscal year 2018) for department 55111 with the commodity code and a general description of REMOVE ASPHALT AREA - 308 TROWBRIDGE LN SW.

This requisition can be accessed for approval in the Requisition Approval program in MUNIS.

This is a Munis system generated message. Please do not reply to this unmonitored mailbox.