



**HRRSA**  
www.hrrsa.org

P. O. Box 8  
856 North River Road  
Mt. Crawford, VA 22841  
PH(540) 434-1053 . FX(540) 434-5160

MEMBERS

Bridgewater . Dayton . Harrisonburg  
Mt. Crawford . Rockingham County

March 4, 2015

Via Email

Mr. Jeffrey Jerabek  
Commonwealth Controls Corporation  
7630 Whitepine Road  
Richmond, VA 23237

Re: Harrisonburg-Rockingham Regional Sewer Authority (HRRSA), RFP No. HRRSA-2015 04, Bioreactor Blower Electrical Gear Procurement, Notice of Award

Dear Mr. Jerabek:

I am pleased to inform you that HRRSA has accepted Commonwealth Controls Corporation's (CCC's) proposal dated February 25, 2015 which was submitted in response to the subject RFP.

HRRSA will purchase Item 1, Electrical Switchgear as described in your proposal for the lump sum price of \$118,900. The lump sum price includes a 36 month warranty. HRRSA will also purchase up to three days of additional field assistance to support start-up of the HST blower project at a daily rate of \$2,080 (as listed as AD-1 of the Price Quotation Form) for an additional not to exceed amount of \$6,180.

The Contract to procure the equipment described above along with up to three additional days of field services shall be performed in accordance with HRRSA's RFP No. HRRSA-2015-04, including Addendum 1 and CCC's proposal dated February 25, 2015.

Enclosed is Purchase Order No. 26006 in an amount not to exceed \$125,080. This Notice of Award is contingent upon receipt of written acceptance of these terms and conditions and the required performance and payment bonds and insurance certificate no later than March 24, 2015. A Sales Tax Certificate of Exemption is also enclosed.

We look forward to working with you. Please do not hesitate to contact me at (540) 434-1053, extension 223 or [sfoley@hrrsa.org](mailto:sfoley@hrrsa.org) if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink that reads "Sharon G. Foley".

Sharon G. Foley, P.E.  
Executive Director

Enclosures

c. C. Robert Mangrum, P.E., BCEE  
HRRSA - File

PURCHASE ORDER

HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY

P.O. BOX 8  
MOUNT CRAWFORD, VIRGINIA 22841

Operations (540) 434-6262

FAX (540) 434-5160  
Administration (540) 434-1053

26006

This Order Number Must Appear On Invoice

Date: March 4, 2015

To: Commonwealth Controls Corporation  
7630 Whitepine Rd.  
Richmond, VA 23237  
Attn: Jeffrey Jerabek

Ship To: North River Wastewater Treatment Plant East from  
Rt. 11 on Rt. 867 (856 North River Rd.)  
Mount Crawford, VA 22841

Quantity	Number	Description	Price
	HRRSA-2015-04	HRRSA Bioreactor Blower Electrical Gear with 36 month warranty	\$118,900.00
	AD-1	Field Representative at daily rate of \$2,060 per day for maximum 3 days of HST Blower start-up assistance Not to Exceed	6,180.00
		TOTAL	\$125,080.00
		Per attached RFP No. HRRSA-2015-04 and Addendum and Commonwealth Controls Corporation proposal dated 02-25-2015.	
		Accepted By: Commonwealth Controls Corporation	
		Date: _____	
		For: Energy Project	

Ship Via: \_\_\_\_\_

Prepaid Shipping  Yes  No

Notice to Vendor--TAX EXEMPT

Above order is NOT VALID without authorization.

*Lee Erick*

Order Placed By

*Sharon K Foley*

Authorized By

# COMMONWEALTH OF VIRGINIA SALES AND USE TAX CERTIFICATE OF EXEMPTION

(For use by the Commonwealth of Virginia, a political subdivision  
of the Commonwealth of Virginia, or the United States)

To: Commonwealth Controls Corporation Date: March 4, 2015  
(Name of Dealer)

7630 Whitepine Road Richmond VA 23237  
(Number and street or rural route) (City, town, or post office) (State) (Zip Code)

The Virginia Retail Sales and Use Tax Act provides that the Virginia sales and use tax shall not apply to tangible personal property for use or consumption by this State, any political subdivision of this State, or the United States. (This exemption does not apply to sales or leases to privately owned financial and other privately owned corporations chartered by the United States.)

The undersigned, for and on behalf of the governmental agency named below, hereby certifies that all tangible personal property purchased or leased from the above dealer on and after this date will be for use or consumption by a governmental agency, that each such purchase or lease will be supported by the required official purchase order, and that such tangible personal property will be paid for out of public funds: (Check proper box below.)

- 1. Tangible personal property for use or consumption by the Commonwealth of Virginia.
- 2. Tangible personal property for use or consumption by a political subdivision of the Commonwealth of Virginia.
- 3. Tangible personal property and taxable services for use or consumption by the United States.

HARRISONBURG-ROCKINGHAM REGIONAL SEWER AUTHORITY

(Name of governmental agency)

P. O. BOX 8, 856 NORTH RIVER ROAD MT. CRAWFORD VA 22841  
(Number and street or rural route) (City, town, or post office) (State) (Zip Code)

I certify I am authorized to sign this Certificate of Exemption and that, to the best of my knowledge and belief, it is true and correct, made in good faith, pursuant to the Virginia Retail Sales and Use Tax Act.

By: Sharon B Foley EXECUTIVE DIRECTOR  
(Signature) (Title)

*Information for dealer:* — A dealer is required to have on file only one Certificate of Exemption properly executed by the governmental agency buying or leasing tax exempt tangible personal property under this Certificate.