

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

FINANCE DEPARTMENT, PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8349

Fax: (540) 422-8355

NOTICE OF CONTRACT RENEWAL

1. DATE: July 1, 2011
2. COMMODITY NAME: Open-Ended A/E Services – Geotechnical Engineering
3. CONTRACT NUMBERS: WDP 71-08C; GCT 71-08C; TRIAD 71-08C
4. CONTRACT PERIOD: August 17, 2011 – February 18, 2012
5. RENEWAL OPTIONS: No renewals remain
6. FIRMS:
(V/N 630911) Whitlock Dalrymple Poston & Associates, P.C.
10621 Gateway Boulevard, Suite 200
Manassas, VA 20110
PH (703) 257-9280 FX (571) 292-9842

(V/N 644358) Geotechnical Consulting & Testing, Inc.
4899 Prince William Parkway
Woodbridge, VA 22192
PH (703) 730-4160 FX (703) 730-4170

(V/N 644353) Triad Engineering, Inc.
21641 Beaumeade Circle, Suite 300
Ashburn, VA 20147
PH (703) 729-3456 FX (703) 729-3459
7. TERMS: Net 45
8. FOR FURTHER INFORMATION CONTACT: Kathie Haggerty, CPPB
PH (540) 422-8349

NOTICE TO ALL FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOL USING DEPARTMENTS: This contract is the result of a competitive bid program and its use must follow the FCG&PS Procurement Policy/Procedures for the purchase of the commodity listed herein. Please see the reverse side of this notice for further instructions regarding this contract.

INSTRUCTIONS

1. Orders: All Using Departments must order services listed by issuing a Purchase Orders per the Procurement Procedures Manual, after following the instructions below. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8351 or 8352.

PROJECT ORDERS AND PROCEDURES FOR ORDERING SERVICES FOR OPEN-END ARCHITECTURAL SERVICES:

Types of Project Orders:

Lump Sum Fee Project Orders: Lump sum fees shall be negotiated individually for each project and issued as a separate Purchase Order (pricing shall be based on the attached hourly fee schedule).

Hourly Rate Project Orders: When the scope of services involves work of such nature that the Firm cannot reasonably estimate the time which would be required to provide the services, the Using Department may authorize an Hourly Rate based on the actual hours worked times the hourly rates indicated on the attached fee schedule and other approved expenses. A maximum Purchase Order fee or cost not to exceed limitation shall be agreed upon for Hourly Rate Purchase Orders. When an Hourly Rate Purchase Order is used, the Firm shall submit detailed time records, documentation for other expenses, and such other evidence as the Using Department may require to support the Firm's billing request.

Procedures for Ordering Services

The Using Department will request a lump sum fee or hourly rate proposal for each Project from the Firm. At the Firm's expense, the Firm shall visit the site and prepare a detailed proposal for accomplishing the services. The Firm shall determine feasibility of the proposed budget at this time. The Firm shall prepare a detailed lump sum or hourly rate (as applicable) fee proposal for accomplishing the services.

The Using Department will evaluate the Firm's fee proposal and may negotiate a suitable lump sum fee or a "not to exceed" amount with the Firm. Prompt completion of fee negotiations is imperative. Following successful negotiations, the Using Department will prepare a purchase order for the agreed scope of work and fee proposal, incorporating by reference the terms and conditions of this contract and forward to the Procurement Division. Once the Procurement Division has processed the purchase order (and assigned a number) the Using Department will authorize and instruct the Firm to proceed with the appropriate phase of the work. All purchase orders shall incorporate by reference the terms of this agreement.

The Firm shall not perform any work that has not been authorized by a written purchase order (or change order) executed by the Procurement Division. The Firm assumes all risk and financial liability for any services rendered without such proper authorization.

The Using Department reserves the right, at its sole discretion, to issue purchase orders to any Open-End firm based on its evaluation of each Firm's qualifications, expertise, capabilities, performance record, current workload, location or distance to the project and other factors as may be pertinent to a particular project.

Purchase Order Restriction/Maximum Fee Limitation: No individual purchase order fee shall exceed \$100,000. If a project is expected to be over this amount, requirements shall be forwarded to the Procurement Division and a separate RFP will be done for that project.

Change Orders: Change orders, authorized by the Procurement Division, may be issued to modify the scope of a Purchase Order. Change orders may add to, delete or otherwise modify the scope of services against a particular Purchase Order.

No modification can be made which will increase the original purchase order price by more than twenty-five percent (25%) or \$50,000, whichever is greater or exceed the purchase order limits established above, without the approval of the Board of Supervisors or the School Board, as the case may be.

In making any modifications, the resulting increase or decrease in cost for the modification shall be determined by one of the following methods:

- A. The written modification shall stipulate the mutually agreeable fixed price for the specific addition to and/or deletion from the scope of work and/or specifications, which shall be added to or deducted from the total contract amount.
 - B. The written modification shall direct the Firm to proceed with a specific scope of work and to keep, and present in a form as the Using Department may direct, a correct account of the actual man-hours by category and discipline and the time sheets therefore. The fee amount will be the man-hours expended multiplied by the hourly rates specified in attached hourly fee schedule. No additional increase for overhead and profit will be allowed. Changes using this procedure will usually specify a maximum amount.
2. All correspondence and documents (to include invoices) shall reference the contract number, applicable purchase order number and any project reference number the Using Department may identify.
3. Approval of Firm's invoice is the responsibility of the receiving using department.
4. Any complaint as to quality of services or violation of contract provisions by the Firm shall be reported to the Procurement Division for handling with the Firm. All complaints must be submitted in writing and can be forwarded to Procurement via fax, e-mail or courier.
5. Renewals: As stated on the face of this notice, one (1) one-year term remains on this contract. The decision as to whether to exercise the renewal option will be

made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.

6. Price Adjustments: Contract prices shall remain firm for the award year. Prices may be negotiated only at the time of renewal. The contract officer must approve all price increases. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
7. Evaluation of Services: At the conclusion of any project performed under this contract, or periodically throughout the project, the Using Department is requested to complete the attached Evaluation Form and return to the Procurement Division. This will be kept in the contract file for renewal and contract performance purposes.

FEE SCHEDULE, Contract # WDP 71-08C

Whitlock Dalrymple Poston & Assoc. P.C.
 10621 Gateway Blvd., Suite 200
 Manassas, VA 20110

Phone: (703) 257-9280
 Fax: (571) 292-9842

President: A. Rhett Whitlock, Ph.D., P.E.
 Associate/Sr. Engineer: Robert J. Niber, P.E.

Geotechnical Engineering Services

Classification	Hourly Rate
Principal Engineer	\$ 150.00
Senior Geotechnical Engineer	\$ 115.00
Project Manager/Engineer	\$ 85.00
Staff Engineer/Geologist	\$ 75.00
Ultrasonic/Magnetic Particle Inspection	\$ 70.00
Certified Welding/Structural Steel Inspector	\$ 60.00
Roofing/Masonry Inspector	\$ 60.00
WACEL Certified Inspector (Soils/Concrete)	\$ 50.00
Laboratory Technician	\$ 40.00
Clerical Assistant	\$ 40.00
Equipment	
Drill Rig Mobilization	\$ 750.00/each
Backhoe Mobilization	\$ 500.00/each
SPT Soil Borings	\$ 16.00/foot
Backhoe with Operator	\$ 750.00/day
Nuclear Density Gauge	No Charge
Concrete Testing Equipment (Routine)	No Charge
Concrete Coring Machine	\$ 225.00/day
Expenses	
Supplies, Subcontractors, Other	Cost +15%
Mileage	\$ 0.65/mile

WDP FEE SCHEDULE – CONTINUED

Lab Testing	Each
Concrete Cylinder Compression (ASTM C39)	\$ 12.00
Mortar Cube/Cylinder Compression (ASTM C780)	\$ 30.00
Grout Prism Compression (ASTM C1019)	\$ 40.00
Flexural Beam Strength (ASTMC78)	\$ 65.00
Modified Proctor (ASTM D1557)	\$ 140.00
Standard Proctor (ASTMD698/VTM-1)	\$ 120.00
California Bearing Ratio (ASTM D1883/VTM-8)	\$ 500.00
Atterberg Limits (ASTM D4318)	\$ 75.00
Sieve Analysis (ASTM D422)	\$ 75.00
Sieve Analysis w/hydrometer analysis	\$ 180.00
Specific Gravity (ASTM D854)	\$ 55.00
Moisture Content (ASTM D2216)	\$ 12.00

FEE SCHEDULE, Contract # GCT 71-08C

Geotechnical Consulting & Testing, Inc.
 4899 Prince William Parkway
 Woodbridge, VA 22192

Phone: (703) 730-4160
 Fax: (703) 730-4170

Project Manager: Emad E. Saadeh

Geotechnical Engineering

Classification	Hourly Rate
Sr. Professional Engineer/Principal	\$ 105.00
Sr. Geotechnical Engineer/P.E.	\$ 105.00
Project Engineer	\$ 95.00
Project Manager	\$ 75.00
Staff Engineer	\$ 65.00
Sr. Construction Inspector	\$ 35.00
Construction Inspector	\$ 32.00
Drafting Personnel	\$ 65.00
Clerical	\$ 32.00
Laboratory Testing	
Sieve Analysis (ASTM D422 unwashed)	\$ 55.00
Sieve Analysis (ASTM D422/D1140 washed)	\$ 55.00
Hydrometer (ASTM D422)	\$ 105.00
Specific Gravity (ASTM D524)	\$ 65.00
Atterberg Limits (ASTM D4318)	\$ 55.00
Shrinkage Test	\$ 125.00
Moisture Content (ASTM D2216)	\$ 10.00
CBR (VTM 8)	\$ 250.00
Aggregate +4 Content	\$ 25.00
Standard Proctor (ASTM D698)	\$ 85.00
Modified Proctor (ASTM 1557)	\$ 125.00
Residual Direct Shear/Point	\$ 225.00
Direct Shear/Point	\$ 750.00
In-situ Density	\$ 175.00
One-point Proctor (VTM 12)	\$ 35.00
Concrete Cylinders (ASTM C617/C39)	\$ 12.00
Mortar Cubes	\$ 15.00
Prism Test	\$ 35.00
Direct Costs	
Nuclear Gauge	\$ 25.00/day
Mileage	\$.45/mile
Core Drill	\$ 250.00/day

FEE SCHEDULE, Contract # TRIAD 71-08C

TRIAD Engineering, Inc.
21741 Beaumeade Circle, Suite 300
Ashburn, VA 20147

Phone: (703) 729-3456
Fax: (703) 729-3459

Vice President: Robert Holstead

Geotechnical Engineering

Classification	Hourly Rate
Principal Engineer/Dir. Of Engineering	\$ 150.00
Senior Engineer/Sr. Project Manager	\$ 120.00
Project Engineer	\$ 90.00
Staff Engineer	\$ 75.00
Certified Landscape Architect	\$ 90.00
Staff Landscape Architect	\$ 75.00
Sr. CADD Designer/Drafter	\$ 75.00
CADD Designer/Drafter	\$ 60.00
Senior Geologist/Industrial Hygienist	\$ 115.00
Project Geologist	\$ 90.00
Staff Geologist	\$ 75.00
Geophysical Crew	\$ 150.00
Biologist/Professional Forester	\$ 92.00
Senior Environmental Scientist	\$ 95.00
Staff Environmental Scientist	\$ 50.00
Environmental Specialist	\$ 50.00
Senior Engineering Technician	\$ 80.00
Certified (NICET/BOCA/IBC) Engineering Technician	\$ 80.00
Engineering Technician	\$ 43.00
Certified Welding Inspector	\$ 75.00
Licensed Surveyor	\$ 95.00
Senior Survey Technician	\$ 72.00
2-Man Crew	\$ 90.00
30Man Crew	\$ 125.00
CPS Field Crew (2-Man)	\$ 48.00

CONTRACT EVALUATION

Date: _____

Return To: **Kathie Haggerty, Procurement Division, 428-8714**

The Fauquier County Government and Public Schools Procurement Division is requesting that Using Departments complete this form either periodically or upon completion of any project under Contract #56-05C, Open-End A/E Services – Geotechnical Engineering. Please complete this questionnaire and return it along with any supplemental comments or suggestions.

Firm Name: _____

Project Description: _____

RATE CONTRACTOR'S PERFORMANCE ON A SCALE OF 1 TO 5 (by circling).

- | | | | | | | |
|-----------------------------------------------------------------------------------|---|---|---|---|---|----------------------------|
| 1. Overall Evaluation: (Unsatisfactory) | 1 | 2 | 3 | 4 | 5 | (Satisfactory) |
| 2. Performance (Late/Early) | 1 | 2 | 3 | 4 | 5 | (On Time) |
| 3. Quality of Services (Unacceptable) | 1 | 2 | 3 | 4 | 5 | (Acceptable) |
| 4. Number of Complaints (High) | 1 | 2 | 3 | 4 | 5 | (Low) |
| 5. Firm's Responsiveness to requests to correct deficiencies:
(Non-responsive) | 1 | 2 | 3 | 4 | 5 | (prompt corrective action) |

If complaints have been registered, please explain (or attach documentation):

Return to: Kathie Haggerty, CPPB
Procurement Division
320 Hospital Dr., Suite 23
Warrenton, VA 20186
Fax: (540) 347-5753
E-mail:
kathie.haggerty@fauquiercounty.gov

Form completed by:

Name

Title

Agency Name

Date

Phone Number