

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

PROCUREMENT DIVISION

320 Hospital Drive Ste. 23, Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

NOTICE OF CONTRACT AWARD

DATE: February 11, 2021

COMMODITY NAME: A/E Professional Services As-Required, Group I: Wetlands-Stormwater and Group II: Municipal Separate Stormwater System (MS4) Projects

CONTRACT NUMBER: 12-21smc, customized per Consultant as noted below

CONTRACT PERIOD: February 11, 2021 to February 10, 2022

RENEWAL OPTIONS: Four (4) one-year renewal options

CONSULTANT(S): ***WSSI-12-21smc, Group I, Wetlands-Stormwater Projects***
VN 640044 Wetland Studies and Solutions, Inc.
5300 Wellington Branch Rd, Suite 100, Gainesville VA 20155
PH: 703-679-5600 FX: 703-679-5601; Mark Headly, PWS, PWD, LEEDAP
E-mail: mheadly@wetlands.com

HGS-12-21smc, Group I, Wetlands-Stormwater Projects
VN 641186 HGS, LLC
6575 West Loop South, Suite 300, Bellaire, TX 77401 (Corporate Office)
7010 Little River Tpk, Suite 330, Annandale, VA 20187 (Local for PO's)
PH: 703-393-4844 FX: 571-535-3525; Jason Murnock, CPESC, CPSWQ
E-mail: jmurnock@res.us

ECO-12-21smc, Group II, MS4 Projects
VN 651915 Ecosystem Services, LLC
1739A Allied Street, Charlottesville, VA 22903
PH: 540-239-1428 William Kipling ("Kip") Mumaw, PE
E-mail: kip@ecosystemsolutions.us

TIM-12-21smc, Group II, MS4 Projects
VN 641933 Timmons Group, Incorporated
1001 Boulders Pkwy, Suite 300, Richmond, VA 23225 (Remittance address)
20110 Ashbrook Place, Ashburn, VA 20147 (Local Office, for PO's)
PH 703-554-6705 FX: 703-726-1345 Richard Brawley, Regional Mgr.
E-mail: rich.brawley@timmons.com

TERMS: Net 45

FOR FURTHER INFORMATION CONTACT: Susan Monaco, CPPO, CPPB, Procurement Manager
PH (540) 422-8348 Susan.Monaco@fauquiercounty.gov

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 FCG&PS Using Departments must order services listed by issuing FCG&PS Purchase Orders per FCG&PS 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.

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 Consultant 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 Consultant shall submit detailed time records, documentation for other expenses, and such other evidence as the Using Department may require to support the Consultant'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 Consultant at the Consultant's expense, the Consultant shall visit the site and prepare a detailed proposal for accomplishing the services. The Consultant shall determine feasibility of the proposed budget at this time. The Consultant shall prepare a detailed lump sum or hourly rate (as applicable) fee proposal for accomplishing the services.

The Using Department will evaluate the Consultant's fee proposal and may negotiate a suitable lump sum fee or a "not to exceed" amount with the Consultant. 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 Consultant to proceed with the appropriate phase of the work. All purchase orders shall incorporate by reference the terms of this agreement.

The Consultant shall not perform any work that has not been authorized by a written purchase order (or change order) executed by the Procurement Division. The Consultant 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 Consultant based on its evaluation of each Consultant'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 \$500,000 and the aggregate of total fees for all purchase orders issued against the entire contract shall not exceed \$1,500,000 within that contract term. If a project is expected to be over the individual purchase order/task 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.

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 Consultant 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 Consultant's invoice is the responsibility of the receiving using department.
 4. Any complaint as to quality of service or violation of contract provisions by the Consultant shall be reported to the Procurement Division for handling with the Consultant. All complaints must be submitted in writing and can be forwarded to Procurement via fax, email or courier.
 5. Renewals: As stated on the face of this notice, four (4) one-year terms are available 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 department, approximately ninety (90) days in advance of the expiration date of the current contract.
 6. Price Adjustments: Contract prices shall remain firm for the award term. Prices may be negotiated only at the time of renewal. All price increases must be approved by the contract officer and in accordance with the contract (RFP section 9.2). Notification of contract change will be sent to the using department from the Procurement Division as official notification of such changes, if approved.

WSSI- 12-21smc, Group I, Wetlands & Stormwater Project Consulting Services

(Note: full Excel Fee Template on file in contract and e-folder)

Wetland Studies and Solutions, Inc.

Fauquier County

Attachment A

The following is a listing of the Wetland Studies and Solutions, Inc. (WSSI) rates for professional and reprographic services offered to Fauquier County Government under Contract WSSI-12-21smc for A/E Professional Services, As-Required, Group I, Wetlands-Stormwater Projects. These rates will remain in effect for the duration of Contract Year One, ending February 10, 2022, after which time they may be adjusted.

PROFESSIONAL SERVICES

Operations Manager	\$309.12	Consultant III	\$146.30
Director III	\$274.72	Consultant II	\$126.56
Director II	\$261.18	Consultant I	\$107.30
Director I	\$176.05	Technician III	\$94.46
Principal III	\$222.99	Technician II	\$82.85
Principal II	\$185.51	Technician I	\$71.43
Principal I	\$133.32	Assistant	\$60.34
Consultant V	\$194.94	Admin Assistant	\$69.77
Consultant IV	\$163.82		

TYPICAL REIMBURSABLE COSTS

In-house Reprographic Services¹

	Rate/Square Foot		Rate/Sheet
Paper Cad plots (B&W)	\$0.35	B&W Xerox (8.5x11)	\$0.10
Paper Cad plots (Color)	\$0.75	Color Xerox (8.5x11)	\$0.85
Mylar Cad plots	\$2.00	Standard Report Supplies	minimum
Color Cad plots – Photo quality	\$4.00		\$6.00/rpt

Reimbursable expenses with unit costs stated in this exhibit and agreed upon by Fauquier County and WSSI shall be charged at cost. Reimbursable expenses with unit costs that are not known shall be negotiated as necessary. GIS and CAD system charges are included in billable rates.

All travel related costs (including, but not limited to mileage, lodging, meals, and incidentals) will be billed in accordance with the GSA/VDOT Travel Guidelines in place at the time which travel occurs and is subject to advance written Department approval.

Reimbursable expenses shall include the following:

All-Terrain Vehicle use @ \$10 per hour ²	20' boat-115 hp @ \$50 per hour ²
Tractor @ \$35 per hour/\$750 per week/\$2,250 per month ²	Portable Electro-Fisher @ \$300 per day/\$900 per week ²
Morooka @ \$35 per hour/\$900 per week/\$2,700 per month ²	Mower @ \$10 per hour ²
Buggy @ \$10 per hour ²	Leica Robotic Total Station @ \$30 per hour ²
2200 Bobcat Utility Vehicle @ \$15 per hour ²	UAV (Drone) Photo/Video @ \$30 per hour ²
T-300 Bobcat @ \$45 per hour/\$1,000 per week/\$2,500 per month ²	Hydrone-RCV @ \$30 per hour ²
E60 Bobcat Trackhoe @ \$60 per hour/\$1,300 per week/\$3,400 per month ²	Dino 6 Dredge @ \$1,500 per week/\$5,000 per month ²
Mudd-Ox @ \$35 per hour/\$275 per day/\$1,000 per week ²	6" trash pump @ \$725 per week/\$2,000 per month
17' Jon boat @ \$10 per hour ²	Resistograph @ \$100 per day ²
	Ground Penetrating Radar @ \$500 per day ²

The following expenses shall be charged at cost:

- Permit and review fees, public notice advertisements;
- Third party vendor photocopying or reproduction of drawings or documents as requested by Owner or consultants;
- Postage and expedited delivery services requested by Owner or consultants;
- Artifact Archival Storage Fees; and,
- Third party consulting services, as authorized by Client, for services such as surveying, archeology, endangered species searches, geotechnical surveys, septic field-testing, permeability tests, etc.

¹ WSSI maintains hard copy files and report copies for our records, regardless of Client deliverables. These in-house copies will be billed in accordance with the listed reprographic pricing.

² Excluding operator; mobilization included in hourly rate.

HGS- 12-21smc, Group I, Wetlands & Stormwater Project Consulting Services

(Note: full Excel Fee Template on file in contract and e-folder; Sub-Consultant, Dutton & Assoc.)

HGS Rates, noted as RES:

RES Rate Table	
Personnel Classification	Billable Wage Rate
Senior Project Manager	\$ 141.61
Project Manager	\$ 113.15
Professional Staff	\$ 99.26
Senior Ecologist	\$ 106.18
Ecologist	\$ 90.17
GIS Analyst / CADD Specialist	\$ 108.52
GIS Technician	\$ 91.61
Registered Surveyor	\$ 142.51
Surveyor	\$ 64.93
Senior Regulatory Specialist	\$ 112.92
Regulatory Specialist	\$ 98.81
Senior Engineer	\$ 122.69
Engineer	\$ 108.52
Hydraulic Engineer	\$ 122.69
Compliance Services Manager	\$ 116.40
Estimator	\$ 113.15
Inspector	\$ 81.98

TAB F: Home and Field Office - Personnel Classification and Wage Rates Summary	
Effective Date:	February 2, 2021
Project Title:	Group I Wetlands/Stormwater
RFP No:	12-21sm
Consultant:	Dutton + Associates, LLC
Wage Rate Summary - Home Office Personnel	
VDOT-Approved Personnel Classifications	Average Hourly Rate
Architectual Historian	\$ 27.15
Project Archaeologist II	\$ 24.50
Field Supervisor	\$ 17.50
Field Technician II	\$ 15.00
Lab Manager	\$ 17.50
Lab Technician II	\$ 15.00
Graphics Mapping	\$ 27.30

HGS- 12-21smc, Group I, Wetlands & Stormwater Project Consulting Services
(Continued)

TAB I: Non-Salary Direct Costs (NSDC)															
Effective Date:	January 11, 2021														
Project Title:	RFP12-21sm, Group I Wetlands/Stormwater														
RFP No:	12-21sm														
Consultant:	RES														
<p>All travel related costs (including, but not limited to mileage, lodging, meals, and incidentals) will be billed in accordance with the GSA / VDOT Travel Guidelines in place at the time which travel occurs and is subject to advance written Department approval.</p> <p><i>In order for the cost of an NSDC to be directly billable to a VDOT funded project, the item must be consumed by the project. Non-consumable items include, but are not limited to: fax machines, computers, software, computer license fees, cell phones, books, refrigerators, copy machines, pagers, helmets, tape measures, fire extinguishers.</i></p> <p><u>Unit Priced Items: (e.g. drilling services, laboratory testing, traffic counts, etc.)</u></p> <p>List items here, or for extensive lists attach with notation "See attached list."</p> <table border="0"> <thead> <tr> <th>Item</th> <th>Unit Price</th> </tr> </thead> <tbody> <tr> <td>Report (Color, <50 pages)</td> <td>\$ 35.00</td> </tr> <tr> <td>Report (B/W, <50 pages)</td> <td>\$ 25.00</td> </tr> <tr> <td>Report (Color, >50 pages)</td> <td>\$ 65.00</td> </tr> <tr> <td>Report (B/W, >50 pages)</td> <td>\$ 55.00</td> </tr> <tr> <td>Plan Sheet (Color)</td> <td>\$ 10.00</td> </tr> <tr> <td>Plan Sheet (B/W)</td> <td>\$ 4.00</td> </tr> </tbody> </table> <p><u>Vehicle Leases (if applicable):</u></p> <p>Costs associated with leased vehicles for Construction Engineering Inspection (CEI) Services shall comply with VDOT Construction Division IIM-CD-2017-02.01.</p> <p>OR</p> <p>Supporting lease documentation required if the IIM referenced above is not being used.</p> <p><u>Other Non-Salary Direct Costs:</u></p> <p>List items here, or for extensive lists attach with notation "See attached list."</p>		Item	Unit Price	Report (Color, <50 pages)	\$ 35.00	Report (B/W, <50 pages)	\$ 25.00	Report (Color, >50 pages)	\$ 65.00	Report (B/W, >50 pages)	\$ 55.00	Plan Sheet (Color)	\$ 10.00	Plan Sheet (B/W)	\$ 4.00
Item	Unit Price														
Report (Color, <50 pages)	\$ 35.00														
Report (B/W, <50 pages)	\$ 25.00														
Report (Color, >50 pages)	\$ 65.00														
Report (B/W, >50 pages)	\$ 55.00														
Plan Sheet (Color)	\$ 10.00														
Plan Sheet (B/W)	\$ 4.00														

ECO- 12-21smc, Group II, MS4 Project Consulting Services

(Note: full Excel Fee Template on file in contract and e-folder; Sub-Consultant, Center for Watershed Protection)

Pre-Award Evaluation Project Data
Employee Classification and Wage Rates Summary

Effective Date:	January 11, 2021
Project Title:	Fauquier County On-Call MS4 Projects
Project / UPC Number:	
Consultant:	Ecosystem Services, LLC

Wage Rate Summary - Home Office Personnel				
VDOT-Approved Position Classifications	Average Hourly Rate		Hours	Total Salary Costs
1 Principal	\$ 40.25			\$ -
2 Engineer II	\$ 37.71			\$ -
3 Engineer I	\$ 36.45			\$ -
4 Scientist II	\$ 35.44			\$ -
5 Scientist I	\$ 32.42			\$ -
6 Professional	\$ 32.46			\$ -
7 CAD Designer	\$ 29.40			\$ -
8 Field Scientist	\$ 28.50			\$ -

Pre-Award Evaluation Project Data
Employee Classification and Wage Rates Summary

Effective Date:	January 11, 2021
Project Title:	Fauquier County On-Call MS4 Projects
Project / UPC Number:	
Consultant:	Center for Watershed Protection, Inc.

Wage Rate Summary - Home Office Personnel				
VDOT-Approved Position Classifications	Average Hourly Rate		Hours	Total Salary Costs
1 Program Director	\$ 53.37			\$ -
2 Water Resources Engineer III	\$ 47.34			\$ -
3 Water Resources Engineer II	\$ 35.52			\$ -
4 Water Resources Engineer I	\$ 32.61			\$ -
5 Watershed Professional III	\$ 35.73			\$ -
6 Watershed Professional I	\$ 24.04			\$ -

TIM- 12-21smc, Group II, MS4 Project Consulting Services

(Note: full Excel Fee Template on file in contract and e-folder)

TAB F: Home and Field Office - Personnel Classification and Wage Rates Summary	
Effective Date:	January 11, 2021
Project Title:	A/E Professional Services for Wetlands, Stormwater and/or MS4 Projects
RFP No:	Fauquier County RFP 12-21SM
Consultant:	Timmons Group

Wage Rate Summary - Home Office Personnel		
VDOT-Approved Personnel Classifications		Average Hourly Rate
Senior Project Manager	\$	81.29
Project Manager	\$	49.90
Project Engineer III	\$	42.99
Project Engineer II	\$	36.57
Project Engineer I	\$	32.98
Licensed Surveyor	\$	59.28
Survey Party Chief	\$	36.36
Survey Instrument Operator	\$	19.47
Survey Technician	\$	41.68
Senior Environmental Scientist	\$	45.80
Environmental Scientist	\$	29.75
Environmental Technician	\$	23.76
Right of Way Manager	\$	41.21
Administrative/Clerical	\$	28.90

TAB I: Non-Salary Direct Costs (NSDC)	
Effective Date:	January 11, 2021
Project Title:	A/E Professional Services for Wetlands, Stormwater and/or MS4 Pro
RFP No:	Fauquier County RFP 12-21SM
Consultant:	Timmons Group
<p>All travel related costs (including, but not limited to mileage, lodging, meals, and incidentals) will be billed in accordance with the GSA / VDOT Travel Guidelines in place at the time which travel occurs and is subject to advance written County approval.</p>	