

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS**

**PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8350

Fax: (540) 422-8355

**NOTICE OF CONTRACT AWARD**

1. DATE: September 21, 2015
2. COMMODITY NAME: Electrical Services, On-Call
3. CONTRACT NUMBER: 18-16ck-BE  
(Rider on Fairfax County Contract #4400005814)
4. CONTRACT PERIOD: 10/1/2015 through 12/31/2020
5. RENEWAL OPTIONS: None
6. CONTRACTOR: Benfield Electric Co of VA, Inc.  
  
12021 Wilton Meadows Court  
Manassas, VA 20109  
  
Contact: Matt Lynch [mlynch@benfieldinc.com](mailto:mlynch@benfieldinc.com) or  
Roger Smith [rsmith@benfieldinc.com](mailto:rsmith@benfieldinc.com)  
PH: 703-530-0811 Fax: 703-335-0762
8. TERMS: Net 30 days
9. FOR FURTHER INFORMATION CONTACT: Colleen Keener, Senior Buyer  
PH (540) 422-8350  
[colleen.keener@fauquiercounty.gov](mailto:colleen.keener@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. An extra copy of the Procedures Manual can be obtained by calling Procurement at (540) 422-8351 or 8352.
2. The applicable contract number, vendor number, estimated total dollar amount (can be done as a "Not to exceed" estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Consultant use.
3. Inspection of services performed and approval of Contractor's invoice is the responsibility of the receiving using department.
4. Procedure for ordering services: Using Departments shall order contract services by submitting, upon agreement as to fees listed and written quote from the contractor, the Using Department shall send a Purchase Order, with the written quote attached, to Procurement. The Contractor shall not commence services until he receives a Purchase Order.
5. Any complaint as to quality of services, faulty or delinquent delivery, or violation of contract provisions by Contractor shall be attempted to be resolved by the using department. If it cannot be resolved mutually with the Contractor, then it shall be reported to FCG&PS Procurement. All complaints must be submitted in writing and can be forwarded to Procurement via fax, email or courier.
6. Renewals: None
7. Pricing: See below

**PRICING SCHEDULE**

**PART I: Labor and Equipment Rates**

Enter hourly rates for labor services used in performing all work which may be required during the period of the contract. Labor rates shall be paid on the basis of Time on the Job Site. Labor rates shall include all direct and indirect costs such as transportation, G&A, contractor supervision, and profit, etc. Ref: Special Provisions paragraph.

Equipment rates shall include the charge for the operators. Invoices shall be accompanied by job tickets.

NOTE: The Contractor will invoice all materials (over \$25), equipment rental or subcontractors, based on the actual cost of the materials, equipment or subcontractors with a mark-up equal to the percentages shown below. No additional costs of any kind will be allowed. Ref: Special Provisions paragraph 4.5.

Materials markup: 10%  
 Equipment Rental 10%  
 Subcontracting markup:  
 Up to \$5,000 10%  
 \$5,000 up to \$10,000: 7.5%  
 \$10,000 and above: 5%

**INVOICES WHICH INCLUDE MATERIALS COSTS OVER \$25, AND EQUIPMENT RENTAL CHARGES SHALL BE ACCOMPANIED BY SUPPLIERS INVOICE TO SUBSTANTIATE COST TO CONTRACTOR**

**Labor and Equipment Rates - Regular time - 7:00 a.m. to 4:30 p.m., Monday - Friday**

1.	Labor Rate, Regular Time -- Electrician/Journey Man	HR	\$ 38.50
2.	Labor Rate, Regular Time -- Helper/Apprentice	HR	\$ 14.00

**Labor Rate - Overtime 4:30 p.m. to 7:30 a.m., Mon. - Fri., Weekends & Holidays**

3.	Labor Rate, Overtime - Electrician	HR	\$ 47.00
4.	Labor Rate, Over Time - Helper	HR	\$ 20.00

**Equipment Rates: contractor owned equipment with operator**

5.	Bucket Truck -- With Operator -- 2 HR Minimum	HR	\$ 70.00
6.	Scissor Lift	DAY	\$ 250.00
7.	Scaffolding (26 FT)	DAY	\$ 150.00

**PART II: Minimum Service Charge**

Charge is not to exceed one and one-half (1½) times the Electrician labor rate for work performed during regular or overtime hours, whichever may apply under PART I of the Pricing Schedule. Only one service charge per service call. The minimum service charge will not apply when the total labor rate per service call is greater than the amount indicated below.

8.	Minimum Service Charge - Regular Time	EA	\$ 57.75
9.	Minimum Service Charge - Overtime	EA	\$ 69.00