

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

FINANCE DEPARTMENT, PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

**NOTICE OF CONTRACT RENEWAL**

1. DATE: January 31, 2018
2. COMMODITY NAME: Open-Ended A/E Services – Construction Management (CM), Value Engineering (VE), Cost Estimating-Constructability/Plan Review (CE)
3. CONTRACT NUMBER: 20-17smc (as customized below)
4. CONTRACT PERIOD: February 2, 2018 through February 1, 2019
5. RENEWAL OPTIONS: Three (3) one-year renewals remaining
6. FIRMS:
  - FC V/N 635825 Alpha Corporation (CM, CE) *Contract AC-20-17smc*  
PH 703-450-0800 21351 Ridgeway Circle, Suite 200  
FX 703-450-0043 Dulles, VA 20166  
[pangelides@alphacorporation.com](mailto:pangelides@alphacorporation.com) Philios Angelides, PE, President  
[Elizabeth.blevins@alphacorporation.com](mailto:Elizabeth.blevins@alphacorporation.com) Elizabeth Blevins
  - FC V/N 646593 Downey & Scott, LLC (CM, VE, CE) *Contract DS-20-17smc*  
PH 540-347-5001 6799 Kennedy Road, Unit F  
FX 540-347-5021 Warrenton, VA 20187  
[billd@downeyscott.com](mailto:billd@downeyscott.com) Bill Downey, Managing Principal
  - FC V/N 649866 Hanscomb Consulting, Inc. (VE) *Contract HC-20-17smc*  
PH 703-706-0423 1800 Diagonal Road, Suite 330  
(No FAX – E-mail PO's) Alexandria, VA 22314  
[mluria@hanscombconsult.com](mailto:mluria@hanscombconsult.com) Mark Luria, Principal
  - FC V/N 641173 KCI Technologies, Incorporated (VE, CE) *Contract KCI-20-17smc*  
PH 410-443-1793 22560 Glenn Drive, Suite 118  
FX 202-204-8632 Sterling, VA 20164  
[Mary.wiedorfer@kci.com](mailto:Mary.wiedorfer@kci.com) Mary Wiedorfer, PE, Vice President
  - FC V/N 637032 McDonough Bolyard Peck (CM, VE) *Contract MBP-20-17smc*  
PH 703-641-9088 3040 Williams Drive, Suite 300  
FX 703-641-8965 Fairfax, VA 22031  
[kmacdonald@mbpce.com](mailto:kmacdonald@mbpce.com) Kenneth Macdonald, PE  
[mbagshaw@mbpce.com](mailto:mbagshaw@mbpce.com) Mike Bagshaw
  - FC V/N 649869 Volkert, Inc. (CM, CE) *VI-20-17smc*  
PH 540-414-5440 6225 Brandon Avenue, Suite 540  
FX 703-642-8106 Springfield, VA 22150  
[Ben.lineberry@volkert.com](mailto:Ben.lineberry@volkert.com) Ben Lineberry, Jr., PE

7. TERMS: Net 45
8. FOR FURTHER INFORMATION CONTACT: Susan R. Monaco, CPPB, CPPO  
PH (540) 422-8348

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 from the Procurement county webpage.

#### **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**

*Coming soon: Using Departments will utilize these contracts on a rotating basis, using a spreadsheet the Procurement Division will develop and post on the County Intranet, to ensure equitable sharing of tasks among all awarded Firms. Presently, that process is still under development.* 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 under contracts awarded within Open-End A/E contracts, and the sum of all projects during the contract term shall not exceed \$500,000. 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.

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, there are three (3) one-year renewals remaining on this contract; Firms may only negotiate adjustments to the fee schedules during the renewal timeframe which should occur approximately 90 days prior to the current term. Per the contracts, Firms may utilize the CPI-U, Other Services, as the method of fee adjustment. The contract officer must approve all price increases. Contract users will be sent notification of contract changes from the Procurement Division as official notification of such changes, if approved.

# FEE SCHEDULE, Contract AC-20-17smc

No rate change with 2018-2019 renewal; use rates below

FC V/N 635825  
PH 703-450-0800  
FX 703-450-0043

Alpha Corporation (CM, CE)  
21351 Ridgetop Circle, Suite 200  
Dulles, VA 20166  
[pangelides@alphacorporation.com](mailto:pangelides@alphacorporation.com) Philios Angelides, PE, President  
[Elizabeth.blevins@alphacorporation.com](mailto:Elizabeth.blevins@alphacorporation.com) Elizabeth Blevins



## ALPHA CORPORATION FEE SCHEDULE

### FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

Open-End As Required Architectural/Engineering Services for:  
Construction Management, Value Engineering, Cost Estimating/  
Constructability-Plan Review

RFP 20-17sm

#### Group I - Construction Management

Labor Category	Fully Loaded Rate (*)
Principal/Director	\$195/hr
Project Manager	\$180/hr
Senior Scheduler/Claims Analyst	\$175/hr
Scheduler	\$130/hr
Construction Manager	\$140/hr
Senior Inspector	\$95/hr (OT = \$115/hr)
Inspector	\$75/hr (OT = \$90/hr)
Admin. Assistant	\$55/hr (OT = \$65/hr)

#### Reimbursables

Hourly rate projects subject to reimbursables as mutually agreed to and supported with appropriate documentation; fees listed below.

Mileage **	\$0.535/mile (per prevailing GSA rate)
Cell Phone ***	\$75/month
Reproduction	
8 1/2" x 11" (Black and White)	\$0.10/sheet
8 1/2" x 11" (Color)	\$1.00/sheet
Plans	\$2.00/sheet
Deliveries	At cost
Subconsultants (if required)	At cost + 10% G&A

(\*) Annual escalation will be applied per County RFP protocols.

(\*\*) Mileage will be charged for use of personal vehicles on contract assignments and will be charged for job related travel exceeding 50 miles each way. If the assignment requires the use of a truck, Alpha will charge the prevailing VDOT monthly lease rate.

(\*\*\*) Cell phone charges will only apply as a direct expense on field CM&I assignments, and only if required by the job to have a cell phone.

# FEE SCHEDULE, Contract AC-20-17smc

No rate change with 2018-2019 renewal; use rates below

FC V/N 635825  
PH 703-450-0800  
FX 703-450-0043

Alpha Corporation (CM, CE)  
21351 Ridgetop Circle, Suite 200  
Dulles, VA 20166  
[pangelides@alphacorporation.com](mailto:pangelides@alphacorporation.com) Philios Angelides, PE, President  
[Elizabeth.blevins@alphacorporation.com](mailto:Elizabeth.blevins@alphacorporation.com) Elizabeth Blevins



## ALPHA CORPORATION FEE SCHEDULE

### FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

Open-End As Required Architectural/Engineering Services for:  
Construction Management, Value Engineering, Cost Estimating/  
Constructability-Plan Review

RFP 20-17sm

#### Group III - Cost Estimating/Constructability-Plan Review

Labor Category	Fully Loaded Rate (*)
Principal/Director	\$195/hr
Project Manager	\$180/hr
Senior Engineer	\$165/hr
Engineer	\$135/hr
Senior Estimator	\$175/hr
Estimator	\$125/hr
Construction Manager	\$140/hr

#### Reimbursables

Hourly rate projects subject to reimbursables as mutually agreed to and supported with appropriate documentation; fees listed below.

Mileage **	\$0.535/mile (per prevailing GSA rate)
Cell Phone ***	\$75/month
Reproduction	
8 1/2" x 11" (Black and White)	\$0.10/sheet
8 1/2" x 11" (Color)	\$1.00/sheet
Plans	\$2.00/sheet
Deliveries	At cost
Subconsultants (if required)	At cost + 10% G&A

(\*) Annual escalation will be applied per County RFP protocols.

(\*\*) Mileage will be charged for use of personal vehicles on contract assignments and will be charged for job related travel exceeding 50 miles each way. If the assignment requires the use of a truck, Alpha will charge the prevailing VDOT monthly lease rate.

(\*\*\*) Cell phone charges will only apply as a direct expense on field CM&I assignments, and only if required by the job to have a cell phone.

## **FEE SCHEDULE, Contract DS-20-17smc**

*No rate change with 2018-2019 renewal; use rates below*

FC V/N 646593  
PH 540-347-5001  
FX 540-347-5021

Downey & Scott, LLC (CM, VE, CE)  
6799 Kennedy Road, Unit F  
Warrenton, VA 20187

[billd@downeyscott.com](mailto:billd@downeyscott.com) Bill Downey, Managing Principal

### **2017 Hourly rates**

<b>Group I, Construction Management</b>	
Senior Project Manager	\$135.00
Project Manager / Contract Administration	\$125.00
Senior Utility Consultant	\$115.00
Construction Manager/Field Engineer	\$110.00
Asst. Project Manager	\$85.00
Project On Site Inspector	\$85.00
Admin / Technical Support Staff	\$75.00

<b>Group II, Value Engineering</b>	
CVS / PE / Value Engineering Facilitator	\$165.00
Architect Team Member	\$160.00
Civil Engineer Team Member	\$152.00
Structural Engineer Team Member	\$152.00
Mechanical Engineer Team Member	\$160.00
Electrical Engineer Team Member	\$160.00
AVS / Senior Cost Estimator	\$135.00
Admin / Technical Support Staff	\$75.00

**FEE SCHEDULE, Contract DS-20-17smc**

*No rate change with 2018-2019 renewal; use rates below*

FC V/N 646593  
PH 540-347-5001  
FX 540-347-5021

Downey & Scott, LLC (CM, VE, CE)  
6799 Kennedy Road, Unit F  
Warrenton, VA 20187  
[billd@downeyscott.com](mailto:billd@downeyscott.com) Bill Downey, Managing Principal

<b>Group III, Cost Estimating/Constructability- Plan Review</b>	
Senior Cost Engineer / Chief Estimator	\$145.00
Lead Estimator – Architectural / Structural	\$125.00
Mechanical Estimator	\$115.00
Electrical Estimator	\$ 115.00
Site/Civil Estimator	\$115.00
Construction Manager/ Reviews & QA	\$110.00
Estimating CAD Technician	\$90.00
Admin / Technical Support Staff	\$ 75.00

**Expenses / Reimbursable Expenses**

**In House Expenses / Printing / Copies / Mileage**

- In-House Plots B/W 24"x36" \$ 1.85 /page
- In-House Plots Color 24"x36" \$ 2.75 /page
- In House Black and White Copies 8.5"x11" \$ .10/copy
- In House Color Copies 8.5"x11" \$ .51/copy
- Mileage – current Federal rate \$ .535/mile

Small printing efforts will be done in house.

Note: in the event that printed (large sets) plan sets and project manuals are necessary it would be most economical to send the documents out to a commercial printer. In the event we out sourced Plan and Document Printing, we propose to perform at cost plus a 10% fee added to all purchased plan printing services.

Additional Note: Mileage will only be charged for travel exceeding fifty (50) miles each way.



## FEE SCHEDULE, Contract HC-20-17smc

FC V/N 649866  
 PH 703-706-0423  
 (No FAX – E-mail PO's)

Hanscomb Consulting, Inc. (VE)  
 1800 Diagonal Road, Suite 330  
 Alexandria, VA 22314  
[mluria@hanscombconsult.com](mailto:mluria@hanscombconsult.com) Mark Luria, Principal



**Fauquier County**  
**Group II - Value Engineering**  
**Average Hourly Rates for Base Year (2018)**  
**Contract 20-17smc**

Submitted:  
 12/10/2017

Hanscomb Consulting, Inc. - Labor Rates	2018
Staff Position	Hourly Rate
Principal	\$174.00
Certified Value Specialist	\$165.00
CVS Alternate	N.A.
Sr. Architect	\$150.00
Project Architect	\$135.00
Sr. Cost Manager	\$135.00
Cost Manager	\$110.00
Cost Estimator	\$95.00
Mechanical Engr	\$139.50
Plumbing Engr	\$139.50
Electrical Engr	\$139.50
Structural Engr	\$139.50
Civil Engr	\$139.50

Notes:	
1	Includes 5% markup within the hourly billing rate quoted
2	Allowable reimbursable expenses will be billed at cost.
3	Travel mileage rate: \$.535/mile



## FEE SCHEDULE, Contract KCI-20-17smc

FC V/N 641173  
 PH 410-443-1793  
 FX 202-204-8632

KCI Technologies, Incorporated (VE, CE)  
 22560 Glenn Drive, Suite 118  
 Sterling, VA 20164  
[Mary.wiedorfer@kci.com](mailto:Mary.wiedorfer@kci.com) Mary Wiedorfer, PE, Vice President



Fauquier County Contract 20-17  
 EXHIBIT A  
 FEE SCHEDULE  
 Group II, Value Engineering  
 Group III, Cost Estimating/Constructability-Plan Review

**KCI Technologies, Inc.**

22560 Glenn Drive, Suite 118  
 Sterling, VA 20164

Principal in Charge: Mary Wiedorfer, PE, CCM, LEED AP, PMP

Phone: (410) 443-1793

Fax: 202-204-8632

email: [mary.wiedorfer@kci.com](mailto:mary.wiedorfer@kci.com)

Performance Period: 2/2/2018 thru 2/1/2019

<u>Staff Classification</u>	<u>Hourly Rate</u>	<u>Staff Classification</u>	<u>Hourly Rate</u>
<b>Group II, Value Engineering</b>			
<i>Note: Each value engineering study is developed specific to each project's requirements. For this reason, not all staff positions will be used for every study. Each proposed study will be subject to the County's approval regarding staffing support and fees.</i>			
Sr. Project Manager	\$130.00	Sr. Cost Engineer	\$140.00
Project Manager	\$108.00	Cost Engineer	\$132.50
Project Engineer	\$92.00	Scheduler	\$141.50
Principal - Architect/Interior Design	\$180.00		
Sr. Project Manager - Architect/Interior Design	\$150.00	Certified Value Specialist	\$179.73
Project Architect/Interior Design Manager	\$135.00	AVS Technical Recorder	\$75.00
Architect II/Interior Designer II	\$118.11		
Architect I/Interior Designer I	\$107.84	Civil Engineer - Site Development	\$130.00
Administrative Support	\$70.00	Civil/Environmental Engr - Stormwater Mgmt	\$120.00
Electrical Engineer	\$143.78	Structural Engineer	\$133.51
Fire Protection Engineer	\$154.05	Mechanical Engineer	\$140.19
Landscape Architect	\$132.50	Plumbing Engineer	\$123.24
<b>Group III, Cost Estimating/Constructability-Plan Review</b>			
<i>Note: Each constructability review is developed specifically for each project. The staff positions may vary between projects. The rates proposed in Group II: Value Engineering Studies will be used to fulfill any specialty or expertise to supplement a constructability review subject to the County's approval.</i>			
Constructability Reviewer for Construction Documents	\$134.50	Sr. Cost Engineer	\$140.00
Office Engineer	\$90.00	Cost Engineer	\$132.50
Administrative Support	\$65.00	Mech/Electrical Cost Estimator	\$127.50
		Scheduler	\$141.50

Proposal Notes:

Hourly rate projects subject to reimbursables as mutually agreed to and supported with appropriate documentation

Current Mileage rate is \$0.535 for mileage reimbursement in excess of 50 miles each way

Per Diem to be charged in accordance with current County policy, which permits up to a total of \$45/day for all three meals, supported with receipts. Lodging, if required, is expected to be charged at cost with no mark up.

Markup on Subcontract Fees limited to 5%, no markup on per diem, mileage or travel costs

## FEE SCHEDULE, Contract MBP-20-17smc

FC V/N 637032  
 PH 703-641-9088  
 FX 703-641-8965

McDonough Bolyard Peck (CM, VE)  
 3040 Williams Drive, Suite 300  
 Fairfax, VA 22031

[kmacdonald@mbpce.com](mailto:kmacdonald@mbpce.com) Kenneth Macdonald, PE [mbagshaw@mbpce.com](mailto:mbagshaw@mbpce.com) Mike Bagshaw

*Additional note: Mileage will only be charged for travel exceeding 50 miles each way.*

### Group I - Construction Management

Classification	Option YR 1 Rate @ 2.7% Increase
Executive	\$ 236.21
Project Manager	\$ 164.32
Senior Engineer	\$ 154.05
Engineer	\$ 97.57
Construction Manager	\$ 138.65
Senior Field Engineer	\$ 123.24
Lead Field Engineer	\$ 112.97
Field Engineer	\$ 92.43
Engineer Aide	\$ 51.35
Clerical	\$ 66.76

#### Reimbursables

Description	Cost per Unit
Telephone Calls, Telegrams and Cables	Cost
Transportation by Automobile	\$ 0.535/mile
Transportation by Public Conveyance	Cost
Shipping	Cost

### Group II - Value Engineering

Classification	Option YR 1 Rate @ 2.7% Increase
Executive/Certified Value Specialist (CVS)	\$ 236.21
Project Manager	\$ 164.32
Senior Architect	\$ 143.78
Senior Engineer	\$ 154.05
Engineer	\$ 97.57
Senior Cost Estimator	\$ 133.51
Cost Estimator	\$ 102.70
Engineer Aide	\$ 51.35
Clerical	\$ 66.76

#### Reimbursables

Description	Cost per Unit
Telephone Calls, Telegrams and Cables	Cost
Transportation by Automobile	\$ 0.535/mile
Transportation by Public Conveyance	Cost
Shipping	Cost

**Notes:**

- 1) Mileage will only be charged for travel exceeding fifty (50) miles each way.
- 2) Option Year No. 1 escalation rate of 2.7% is based on the CPI-U, Other Services ("Services less energy services"), for the October 2016 - October 2017.

## FEE SCHEDULE, Contract VI-20-17smc

FC V/N 649869  
PH 540-414-5440  
FX 703-642-8106

Volkert, Inc. (CM, CE) VI-20-17smc  
6225 Brandon Avenue, Suite 540  
Springfield, VA 22150  
[Ben.lineberry@volkert.com](mailto:Ben.lineberry@volkert.com) Ben Lineberry, Jr., PE

*Additional note: Mileage will only be charged for travel exceeding 50 miles each way.*  
Open End As Required Architectural/Engineering Services for: Effective Date - 2/2/18 -2/1/19

### GROUP I - Construction Management

Classification	2018-2019 Hourly Rates
Construction Project Manager (PE)	\$ 190.62
Construction Manager	\$ 100.32
Lead Construction Inspector	\$ 92.59
Construction Inspector	\$ 66.05
Trainee Inspector	\$ 56.52
Architectural Inspector	\$ 102.95

#### Reimbursable Expenses

Description	Unit price
Mileage	\$0.535 per mile
Laboratory Material Testing	Direct Cost

### GROUP 3 - Cost Estimating/Constructability - Plan Review

Classification	2018-2019 Hourly Rates
Estimating & Plan Review Mgr.	\$ 242.15
Sr. Cost Estimator	\$ 150.83
Cost Estimator	\$ 93.66
Senior Plan Reviewer	\$ 161.81
Senior Engineer	\$ 161.23
Engineer	\$ 93.66

#### Reimbursable Expenses

Description	Unit price
Mileage	\$0.535 per mile
Copies	\$0.10/ sheet
Plots	\$1.50/ sheet