

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

FINANCE DEPARTMENT, PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8354

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NOTICE OF CONTRACT AWARD

1. DATE: August 25, 2015
2. COMMODITY NAME: Cost Accounting Services
3. CONTRACT NUMBER: 54-15jwc (supersedes/replaces 34-10khc)
4. CONTRACT PERIOD: November 1, 2015 through October 31, 2018
5. RENEWAL OPTIONS: Two (2) one-year renewals upon mutual agreement
6. FIRM: MAXIMUS Consulting Services, Inc.
(V/N 648238) 1891 Metro Center Drive
Reston, VA 20190
PH (804) 323-3535 FX (804) 323-3536
7. TERMS: Net 30
8. FOR FURTHER INFORMATION CONTACT: Kathy Stanley, CPPB, Senior Buyer
PH (540) 422-8354

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 below 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.
2. The applicable contract number, vendor number, dollar amount, contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Contractor use.
3. Inspection on delivery and approval of contractor's invoice is the responsibility of the receiving using department.

4. Any complaint as to quality of services, or violation of contract provisions by contractor shall be reported to FCG&PS Procurement for handling with the Contractor. All complaints must be submitted in writing and can be forwarded to Procurement via fax or courier.

5. Pricing: See below

***Contract # 54-15jwc, Cost Accounting Services
Fee Schedule***

1.1 Cost Allocation Plan

MAXIMUS Consulting Services, Inc. fee request for preparation of the County's Office of Management and Budget (OMB) is shown in *Exhibit 1.1-1: MAXIMUS Fee Table*.

Fiscal Year	Performance Year	Total Firm Fixed Price
2015	2016	\$5,600
2016	2017	\$5,600
2017	2018	\$5,600
2018	2019	\$5,600
2019	2020	\$5,600

Exhibit 1.1-1: MAXIMUS Fee Table.

Under this fee arrangement, we will guarantee approval of the OMB plan by the County's cognizant agency. Professional fees are inclusive of all expenses and reflect the level and type of staff we believe are necessary to complete the project in a timely and professional manner.

1.2 Additional Services Hourly Rates

The following hourly rates found in *Exhibit 1.2-1: MAXIMUS Position Hourly Rate Table* are for staff assigned to work on user fee and other cost studies. The additional services component shall be provided through negotiated task orders, based on fixed hourly rates.

Position	2016	2017	2018	2019
Project Director	280	280	280	280
Project Manager	220	220	220	220
Quality Control/Tech Advisor	150	150	150	150
Project Consultant	130	130	130	130

Exhibit 1.2-1: MAXIMUS Position Hourly Rate Table.

1.3 Payment Schedule

Invoices issued upon final deliverable. Fixed fee cost plan invoices issued upon final plan delivery. Additional services are also invoiced upon final study delivery.

6. Renewals: As stated on the face of this notice, two (2) one-year renewal options remain on this contract. Renewal requests will be sent approximately sixty (60) days prior to contract expiration.