

Fauquier County, a Political Subdivision of the Commonwealth of Virginia
Contract CR 31-20sm, Psychological Testing and Evaluation
(Rider, Prince William County Contract 5042539)

This Agreement is made and entered into this 14th day of January 2020, by Fauquier County, a political subdivision of the Commonwealth of Virginia, hereinafter referred to as "Owner" and **Special Psychological Services Group**, having its principal place of business at: **10520 Warwick Avenue, Suite B6, Fairfax, VA 22030**, hereinafter referred to as "Contractor".

WITNESSETH that the Contractor and the Owner, in consideration of the mutual covenants, promises and agreements herein contained, agree as follows:

SCOPE OF SERVICES: The Contractor shall provide Psychological Testing and Evaluation Services in accordance with the specifications stated to the Owner as set forth in the Contract Documents. Owner primary point of contact for this Contract is the Human Resources Risk Manager.

INSURANCE: By signing this contract, the Contractor agrees they will have the insurance coverage specified on the attached Insurance Checklist at the time the work commences. Additionally, the Contractor certifies that it will maintain all required insurance coverage during the entire term of the contract and that all insurance coverage will be provided by insurance companies authorized to sell insurance in Virginia by the Virginia State Corporation Commission. The Contractor shall furnish the certificate of insurance for the coverage required within five business days of full contract execution, and shall continue to provide compliant insurance certificates throughout the term of the contract.

COMPENSATION: The Owner will pay and the Contractor will accept in full consideration for the performance during the contract term the fees as set forth within the referenced PWC contract and noted herein: \$ 450 per case, for Entry and Special Duty Screening, and \$ 1,750 per case, for Fitness for Duty Evaluation, with payment terms of Net 30 days.

CONTRACT TERM: January 13, 2020 through May 1, 2020 with the option to renew for four (4) additional one (1) year periods by mutual agreement of all parties.

The contract documents shall consist of and are listed in order of priority:

- (1) This signed form inclusive of the Fauquier County Insurance Checklist;
- (2) Prince William County Contract 5042539 dated April 18, 2019, based on Prince William County RFP 7037105 dated September 10, 2018 and the Contractor's Response dated October 18, 2018 and Revision Dated December 31, 2018.

IN WITNESS WHEREOF, the parties have caused this Contract to be duly executed intending to be bound thereby.

Special Psychological Services Group

By: 

Title: Director

Date: 1/21/2020

County of Fauquier, a political subdivisions of the Commonwealth of Virginia

By: 

Susan R. Monaco, CPPO, CPPB

Title: Procurement Manager

Date: 1/21/2020

**DIVISION OF RISK MANAGEMENT
INSURANCE CHECKLIST**

Items marked "X" are required to be provided if award is made to your firm.

<u>Required</u>	<u>Coverage Required</u>	<u>Limits</u> <u>(figures denotes minimum)</u>
<u>X</u>	1. Workers' Compensation and Employers' Liability; Admitted in Virginia Employers' Liability All States Endorsement USL & H Endorsement Voluntary Compensation Endorsement Best's Guide Rating-A-VIII or better or its equivalent	1. Statutory Limits of the Commonwealth of VA Yes \$100,000/\$500,000/\$100,000 Statutory Statutory
<u>X</u>	2. Commercial General Liability General Aggregate Products/Completed Operations Personal and Advertising Injury Fire Legal Liability Best's Guide Rating-A-VIII or better or its equivalent	2. \$1,000,000 (CSL) Each Occurrence \$2,000,000 \$2,000,000 \$1,000,000 \$50,000 Per Occurrence
X	3. Automobile Liability Owned, Hired, Borrowed & Non-owned Motor Carrier Act End. Best's Guide Rating-A-VIII or better, or its equivalent	3. \$1,000,000 combined Single Limit Bodily Injury and Property Damage Each Occurrence (note, symbol "1" on liability coverage)
—	4. Prof. Errors and Omissions Best's Guide Rating-A-VIII or better or its equivalent	4. \$1,000,000 (CSL) Each Claim
—	5. Garage Liability	5. \$1,000,000 CSL Each Occurrence
—	6. Garage Keeper's Legal Liability Best's Guide Rating-A-VIII or better, Or its equivalent	6. a) Maximum Value of One Vehicle b) Maximum Value of All Vehicles Held by Contractor
—	7. Umbrella Liability Best's Guide Rating-A-VIII or better, or its equivalent.	7. \$1,000,000
—	8. Other Insurance:	
<u>X</u>	9. Auto and General Liability Policies shall be endorsed to name Fauquier County as additional insured (This coverage is primary to all other coverage The County and Schools may possess and must be shown on the certificate)	
<u>X</u>	10. The Contractor shall provide 30 days written notice of any policy cancellation for policies specified on this Checklist to Fauquier County in accordance with the timelines and stipulations in Code of Virginia Section 38.2-231.	
<u>X</u>	11. The Certificate must state Contract No. & Title.	
<u>X</u>	12. Contractor shall submit Certificate of Insurance within five (5) business days from execution of the contract, and shall provide updated Certificates for the duration of the contract.	

~~X~~ Waived, NOT required
SM 1/21/2020



COUNTY OF PRINCE WILLIAM

1 County Complex Court, (MC460) Prince William, Virginia 22192-9201
(703) 792-6770 Metro 631-1703 Fax (703) 792-4611

FINANCE DEPARTMENT
Purchasing Division

DATE OF AWARD: 4/18/19

ACCEPTANCE AGREEMENT

Prince William County, Virginia, hereby accepts the Solicitation response submitted by the Contractor in response to the County's Solicitation. This Acceptance Agreement constitutes a Contract between the Contractor and the Board of County Supervisors of Prince William County, Virginia, or the Approving Authority identified below.

CONTRACTOR:

Special Psychological Services Group
10520 Warwick Avenue, Suite B6
Fairfax, VA 22030
Telephone: 703-246-9114 Email: email@policepsychology.com
Representative and Title: Neil S. Hibler, Director

CONTRACT TITLE: **Psychological Testing and Evaluation**
CONTRACT NUMBER: **5042539**
CONTRACT PERIOD: **May 2, 2019 through May 1, 2020**
CONTRACT RENEWALS: **Four (4) additional one-year periods**
CONTRACT TYPE: **Fixed Price**
COUNTY CONTRACT ADMINISTRATOR: **Laura Halo, Administrative Specialist II, 703-792-5192;**
lhalo@pwcgov.org

THIS CONTRACT CONSISTS OF THE FOLLOWING DOCUMENTS AND ARE IN THE ORDER OF PRECEDENCE IN THE EVENT OF AN INCONSISTENCY:

1. This Acceptance Agreement.
2. The County's Solicitation No. **RFP 7037105** issued **September 10, 2018**.
3. The Contractor's Solicitation Response dated **October 18, 2018** and **Revision** dated **December 31, 2018**.

CONTRACT ITEMS:

1. Entry and Special duty Screening **\$450 per case**
2. Fitness for Duty Evaluation **\$1,750 per case**

The County shall issue a Purchase Order to the Contractor to provide the goods and/or services identified in the Contract. The Purchase Order indicates sufficient funds are budgeted and appropriated and shall act as the Contractor's Notice to Proceed. Contractor shall not deliver goods and services prior to receiving an approved Purchase Order.

APPROVAL	SIGNATURE	NAME AND TITLE	DATE
Contractor		Neil S. Hibler Director	1/17/2018
Police Department Approving Authority		Thomas J. Pulaski Administration Division Chief	1/23/19
Purchasing Manager		Shana N. Terry Adam Manne Purchasing Manager	1/28/2019