

School Photographic Services Contract Cover Sheet/Guidelines
Lifetouch National School Studios, Inc., Contract LNS-62-16smc
Awarded: Elementary, Middle & High Schools

Contractor	Lifetouch National School Studios, Incorporated 13854 A Park Center Road, Herndon, VA 20171 703-802-0105 FAX 703-802-0104	
Contact Information	Mr. Doug Halterman, Sales Rep. Cell: 703-944-3496 dhalterman@lifetouch.com	Mr. Tom Clater, Area Sales Manager* Cell: 202-834-5835 tclater@lifetouch.com <i>* Steve Hipps no longer w/Lifetouch 8/2019, contact Tom Clater</i>
Pricing, commission, complimentary items:	See attached contract; services may only be utilized for the school level(s) specifically awarded <i>Note: no price changes with the one-year extension 2021-2022, noted below</i>	
Contract Term:	April 28, 2021 – April 28, 2022 (one year extension to allow RFP time during 2021; once new contracts are in place, those will be utilized to book services for the 2022-2023 school year.	
Principal's Choice:	Renewal occurs during January & February of each year, select from the four awarded Contractors, complete the attached one-page form, and return a copy to Procurement for the contract file. Contractors may only contact schools during January and February to solicit business for the following school year; Principals/School authorized personnel may contact Contractors outside of this sixty-day period to select for the next school year, if they prefer.	
School/Principal Responsibilities:	<ul style="list-style-type: none"> • Provide any applicable dress codes to Contractor • Meet with Contractor to discuss and verify scheduling for all photo sessions, special events, club photos, sports photos, or any other requirements • Complete the attached form and return it to Procurement to verify what Contractors are used each school year; you should not have to sign any other agreements, but if you are asked to, those agreements must reference the FCPS contract noted, as the ruling document and can be reviewed by Procurement at your request • Contact Procurement with any additions made to the contract, to add via official contract modification so that all schools are aware of new options • Contact Procurement in writing to report any serious violations or breach of contract, or if any contract interpretation/clarification is needed 	

School Photographic Services Annual Sign-Up Sheet

(To be completed & sent to Procurement Division prior to school year)

Principal(s) will send this completed form to the Procurement Division each spring when contracting for the following school year. Principals or their designees may schedule photo sessions and customize them as required to best meet the needs of that particular Fauquier County Public School. However, Principals or their designees will share any substantial changes to the contract pricing or options with the Procurement Division for addition via modification, to keep all other schools within the district informed of their contract options.

(Note: E=Elementary; M=Middle; H=High School service levels)

Principals are not required to sign any additional contracts or agreements other than as noted below.

School Name:

Principal/Key Contact for Photographic Services:

Select one contractor from the list below, applicable to your school level:

School Year: _____

- ☐ Candid Color Photography, Ltd. CCP-62-16smc (E, M, H)
- ☐ Lifetouch National School Studios, LNS-62-16smc (E, M, H)
- ☒ ~~Scherling Photography, LLC, SCH-62-16smc (E, M, H)~~
- ☒ ~~Splendid Portraits, SP-62-16smc (E, M)~~
- ☐ Strawbridge Studios, SS-62-16smc (E, M, H)
- ☐ Victor O'Neill Studios, VOS-62-16smc, (M, H)

Contractors may submit quote sheets or schedules to Principals or their appointed designees, but the Contractor may not require Principals to sign any additional contracts or agreements, other than those acknowledging the upcoming school year schedule, sessions or specific school requirements under the existing contracts; any schedule, session or specific requirement documents requiring Principal's signatures must reference the Contractor's official FCPS contract number.

Substantial changes to consider adding to the existing contract via modification (note here or, provide an attachment):

**Keep original, send copy of this form to S. Monaco, CPPO, CPPB, Procurement Division,
via e-mail (susan.monaco@fauquiercounty.gov), fax (FAX 540-422-8355) or courier**

**FAUQUIER COUNTY SCHOOL BOARD,
a political subdivision of the Commonwealth of Virginia**

Contract LNS-62-16smc, Photographic Services, FCPS: Elementary, Middle & High Schools

This Agreement is made and entered into this 28th day of April, 2016, by the Fauquier County School Board, a political subdivision of the Commonwealth of Virginia (hereinafter referred to as "Owner") and, **Lifetouch National School Studios, Incorporated**, located at **13854 A Park Center Road, Herndon, Virginia** 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 Photographic Services for Fauquier County Elementary, Middle and High Schools as set forth in the Contract Documents.

COMPENSATION: The Owner will pay and the Contractor will accept in full consideration for the performance during the contract term, the fees provided in the proposal response and attached hereto.

CONTRACT PERIOD: April 28, 2016 through April 28, 2019, with two (2) additional one-year renewal terms as mutually agreed upon by both parties. Although the initial contract term is for a three-year period, Contractors shall not "lock in" any school for that entire period; Contractors may only solicit annual renewals with each school during the January-February timeframe, unless directly approached by any given school.

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

- (1) This signed form inclusive of all attachments;
- (2) RFP# 62-16sm dated January 13, 2016;
- (3) The Contractor's proposal dated February 3, 2016.

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

Lifetouch National School Studios, Inc.

By: Steven M. Higgs

Title: Territory Manager

Date: 5/20/16

Fauquier County School Board,
a political subdivision of the Commonwealth of
Virginia

By: Susan R. Monaco
Susan R. Monaco, CPPO, CPPB

Title: Procurement Manager

Date: 5/25/2016

ELEMENTARY SCHOOL FALL AND SPRING PORTRAITS

***No charge for upgraded backgrounds!**

Packages
Prices
 Package A:
 2 - 3" x 5" Desk Size
 8 - 1.5" x 2.5" Exchange
 \$ 13.00

Package B:
 1 - 5" x 7" Portrait
 2 - 3" x 5" Desk Size
 2 - 2" x 3" Wallet
 8 - 1.5" x 2.5" Exchange
 \$ 20.00

Package C:
 2 - 5" x 7" Portrait
 2 - 3" x 5" Desk Size
 4 - 2" x 3" Wallet
 8 - 1.5" x 2.5" Exchange
 \$ 23.00

Package D:
 1 - 8" x 10" Portrait
 2 - 5" x 7" Portrait
 2 - 3" x 5" Desk Size
 4 - 2" x 3" Wallet
 8 - 1.5" x 2.5" Exchange
 \$ 30.00

Commission % per package: 50 %

Flat fee per package, for spring speculation photo event: \$ 3.00 with classroom group - \$2.50 without classroom group

Please note that all submitted prices must include commissions; commission percentage to be submitted to the Owner school where the photo session took place, including a full summary and accounting of the event.

Packages
Prices
 Package E:
 2 - 8" x 10" Portrait
 2 - 5" x 7" Portrait
 2 - 3" x 5" Desk Size
 7 - 2" x 3" Wallet
 16 - 1.5" x 2.5" Exchange
 \$ 39.00

Package F:
 1 - 10" x 13" Portrait
 1 - 8" x 10" Portrait
 2 - 5" x 7" Portrait
 2 - 3" x 5" Desk Size
 7 - 2" x 3" Wallet
 16 - 1.5" x 2.5" Exchange
 \$ 48.00

Package G:
 16 - 1.5" x 2.5" Exchange
 \$ 10.00

Package H (add-on to other packages only):
 1 - 8" x 10" Portrait
 \$ 10.00

Group Picture - \$11.00

Retouching Charge: \$ 8.00

MIDDLE SCHOOL FALL AND SPRING PORTRAITS

**No charge for upgraded backgrounds!*

<u>Packages</u>	<u>Prices</u>	<u>Packages</u>	<u>Prices</u>
Package A: 2 - 3" x 5" Desk Size 8 - 1.5" x 2.5" Exchange	\$ <u>13.00</u>	Package E: 2 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 7 - 2" x 3" Wallet 16 - 1.5" x 2.5" Exchange	\$ <u>39.00</u>
Package B: 1 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 2 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>20.00</u>	Package F: 1 - 10" x 13" Portrait 1 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 7 - 2" x 3" Wallet 16 - 1.5" x 2.5" Exchange	\$ <u>48.00</u>
Package C: 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 4 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>23.00</u>	Package G: 16 - 1.5" x 2.5" Exchange	\$ <u>10.00</u>
Package D: 1 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 4 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>30.00</u>	Package H (add-on to other packages only): 1 - 8" x 10" Portrait	\$ <u>10.00</u>
		Group Picture -	\$11.00
		Retouching Charge:	\$ <u>8.00</u>

Commission % per package: 50 %

Flat fee per package, for spring speculation photo event: \$ 3.00 with classroom group - \$2.50 without classroom group

Please note that all submitted prices must include commissions; commission percentage to be submitted to the Owner school where the photo session took place, including a full summary and accounting of the event.

HIGH SCHOOL UNDERCLASSMEN FALL PORTRAITS

***No charge for upgraded backgrounds!**

<u>Packages</u>	<u>Prices</u>	<u>Packages</u>	<u>Prices</u>
Package A: 2 - 3" x 5" Desk Size 8 - 1.5" x 2.5" Exchange	\$ <u>13.00</u>	Package E: 2 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 7 - 2" x 3" Wallet 16 - 1.5" x 2.5" Exchange	\$ <u>39.00</u>
Package B: 1 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 2 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>23.00</u>	Package F: 1 - 10" x 13" Portrait 1 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 7 - 2" x 3" Wallet 16 - 1.5" x 2.5" Exchange	\$ <u>48.00</u>
Package C: 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 4 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>20.00</u>	Package G: 16 - 1.5" x 2.5" Exchange	\$ <u>10.00</u>
Package D: 1 - 8" x 10" Portrait 2 - 5" x 7" Portrait 2 - 3" x 5" Desk Size 4 - 2" x 3" Wallet 8 - 1.5" x 2.5" Exchange	\$ <u>30.00</u>	Package H (add-on to other packages only): 1 - 8" x 10" Portrait	\$ <u>10.00</u>
Commission % per package:	<u>50</u> %	Group Picture -	\$11.00
		Retouching Charge:	\$ <u>8.00</u>

Please note that all submitted prices must include commissions; commission percentage to be submitted to the Owner school where the photo session took place, including a full summary and accounting of the event. Schools maintain the right to utilize any, all or only some of the listed services.

Small Dance Pricing

<p>PACKAGE A - \$35.00</p> <p>2 - 8x10 2 - 5x7 4 - 3 ½x5 8 - WALLETS</p>	<p>PACKAGE B - \$25.00</p> <p>2 - 5x7 4 - 3 ½ x5 8 - WALLETS</p>						
<p>PACKAGE C - \$15.00</p> <p>2 - 3 ½x5 8 - WALLETS</p>							
<table><tr><td>*PACKAGE D</td><td>12 - Wallets</td><td>\$12.00</td></tr></table>		*PACKAGE D	12 - Wallets	\$12.00			
*PACKAGE D	12 - Wallets	\$12.00					
<table><tr><td>*PACKAGE E</td><td>2 - 5x7 Individuals</td><td>\$12.00</td></tr></table>		*PACKAGE E	2 - 5x7 Individuals	\$12.00			
*PACKAGE E	2 - 5x7 Individuals	\$12.00					
<table><tr><td>*PACKAGE F</td><td>1 - 8x10 Individual</td><td>\$12.00</td></tr></table>		*PACKAGE F	1 - 8x10 Individual	\$12.00			
*PACKAGE F	1 - 8x10 Individual	\$12.00					
<table><tr><td>KEY CHAIN SPECIAL</td><td>*Option K</td><td>\$10.00</td></tr><tr><td></td><td>2 - Photo Key Chains</td><td></td></tr></table>		KEY CHAIN SPECIAL	*Option K	\$10.00		2 - Photo Key Chains	
KEY CHAIN SPECIAL	*Option K	\$10.00					
	2 - Photo Key Chains						

Prom Pricing with Memory Book

PACKAGE A1- P - \$85.00 3 POSE SPECIAL		
<u>COUPLE POSE</u>	<u>HER POSE</u>	<u>HIS POSE</u>
2 - 8X10's	1 - 8X10	1 - 8X10
2 - 5X7's	2 - 5X7's	2 - 5X7's
8 - WALLETS	8 - WALLETS	8 - WALLETS
<i>Plus:</i>		
12 BONUS WALLETS of couple, 1 PROM BOOK		
PACKAGE A - P - \$75.00 w/out 12 BONUS WALLETS of couple		
PACKAGE A - \$65.00 w/out 12 BONUS WALLETS of couple, 1 PROM BOOK		

PACKAGE B1- P - \$75.00 2 POSE SPECIAL	
<u>COUPLE POSE</u>	<u>INDIVIDUAL</u>
2 - 8X10's	2 - 8X10
2 - 5X7's	2 - 5X7's
8 - WALLETS	8 - WALLETS
<i>Plus:</i>	
12 BONUS WALLETS of couple, 1 PROM BOOK	
PACKAGE B - P - \$65.00 w/out 12 BONUS WALLETS of couple	
PACKAGE B - \$55.00 w/out 12 BONUS WALLETS of couple, 1 PROM BOOK	

Prom Pricing with Memory Book (cont.)

PACKAGE C1-P-\$70.00 2 – 8X10's 4 – 5X7's 24 – WALLETS <i>Plus:</i> 12 BONUS WALLETS & 1 PROM BOOK <hr/> PACKAGE C - P - \$60.00 w/out 12 BONUS WALLETS <hr/> PACKAGE C - \$50.00 w/out 12 BONUS WALLETS, 1 PROM BOOK	PACKAGE D1-P-\$65.00 2 – 8X10's 2 – 5X7's 2 – 3x5's 12 – WALLETS <i>Plus:</i> 12 BONUS WALLETS & 1 PROM BOOK <hr/> PACKAGE D - P - \$55.00 w/out 12 BONUS WALLETS <hr/> PACKAGE D - \$45.00 w/out 12 BONUS WALLETS, 1 PROM BOOK	PACKAGE E1-P-\$60.00 2 – 8X10's 16 – WALLETS <i>Plus:</i> 12 BONUS WALLETS & 1 PROM BOOK <hr/> PACKAGE E - P - \$50.00 w/out 12 BONUS WALLETS <hr/> PACKAGE E - \$40.00 w/out 12 BONUS WALLETS, 1 PROM BOOK
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PACKAGE F1-P-\$50.00
2 – 5X7's 2 – 3x5's 8 – WALLETS <i>Plus:</i> 12 BONUS WALLETS, 1 PROM BOOK
<hr/> PACKAGE F-P- \$40.00 w/out 12 BONUS WALLETS PACKAGE F - \$30.00 w/out 12 BONUS WALLETS, 1 PROM BOOK

PACKAGE F1-P-\$50.00
2 – 5X7's 2 – 3x5's 8 – WALLETS <i>Plus:</i> 12 BONUS WALLETS, 1 PROM BOOK
<hr/> PACKAGE F-P- \$40.00 w/out 12 BONUS WALLETS PACKAGE F - \$30.00 w/out 12 BONUS WALLETS, 1 PROM BOOK

PACKAGE G1-P-\$35.00
4 – 3x5's <i>Plus:</i> 12 BONUS WALLETS, 1 PROM BOOK
<hr/> PACKAGE G-P- \$25.00 w/out 12 BONUS WALLETS PACKAGE G - \$15.00 w/out 12 BONUS WALLETS, 1 PROM BOOK

BONUS WALLETS OPTION 1 - \$10.00 12-WALLETS
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1 PROM MEMORY BOOK OPTION P - \$15.00 <i>INCLUDES ALL COUPLES PHOTOGRAPHED & ACTIVITY PHOTOS OF PROM NIGHT</i>
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**PLEASE PAY IN FULL ON THE NIGHT OF YOUR DANCE BY CASH, CHECK MADE
 PAYABLE TO LIFETOUCH or CREDIT CARD (Visa, Discover and Mastercard). A
 SERVICE FEE WILL BE CHARGED ON RETURNED CHECKS. Wallet Special – Option 1
 must be purchased with a package.**

SAMPLE LIST OF OPTIONS AND PRICING SENIOR PORTRAITS

Senior Portrait Pricing- Graduate Level Pricing			
Ultimate	Up to 42 Poses	6 Outfits (YB, C&G, + 4)	\$25.00
Deluxe	Up to 30 Poses	5 Outfits (YB, C&G, + 3)	\$15.00
Standard	Up to 18 Poses	4 Outfits (YB, C&G, + 2)	\$10.00
Basic	Up to 12 Poses	3 Outfits (YB, C&G, + 1)	\$5.00
Yearbook Only	Up to 8 Poses	1 Outfit	Complimentary

other packages



classic

\$279 Item No. 16831

3 poses

2 - 8x10s

4 - 5x7s

4 - 4x5s

64 - wallets

wallet personalization

wallet album

wallet box

graduate **\$229**

2 poses

1 - 8x10

2 - 5x7s

4 - 4x5s

48 - wallets

wallet personalization

wallet album

wallet box

Item No. 16833

value **\$169**

1 pose

2 - 5x7s

4 - 4x5s

32 - wallets

wallet box

Item No. 16835

intro **\$119**

1 pose

4 - 4x5s

24 - wallets

Item No. 16837

portrait add-ons & a la carte

	Add-on <small>Pricing if buying a package</small>		A la carte <small>Pricing if not buying a package</small>	
	Price	Item #	Price	Item #
8 - wallets	\$19	15106	\$43	15066
24 - wallets	\$45	15117	\$74	15081
48 - wallets	\$65	15122	\$107	15086
4 - 4x5s	\$36	15179	\$59	15166
2 - 5x7s	\$36	15210	\$59	15189
8x10	\$36	15232	\$59	15221
11x14	\$59	15259	\$89	15243
16x20	\$95	15296	\$129	15280
20x24	\$145	15342	\$196	15326
24x30	\$190	15375	\$257	15359

graduation products



Easy graduation planning with wide range of graduation products

shop.prestigeportraits.com

graduation announcements

thank you cards

senior signature board

save the date cards

*Graduation products and packages available online after 10/1

retouching



Premium **\$40**

Removes ALL blemishes; Plus... whitens teeth, evens skin tone and softens lines (applied to all ordered poses).

Item No. 10636

50%

off

add & save

Take 50% off Premium Retouching when bundled with any package

Custom

For more extensive retouching including braces, scars, stray hair, etc., consult your sales representative or call 1.800.736.4775.

Basic

Removes blemishes (included with ordered poses).



perfect package

create your own
with unlimited poses

Get exactly what you want!

Select any combination and quantity of
these products to redeem your points.

\$499 Up to 75 points
Item No. 15441

\$469 Up to 55 points
Item No. 15442

build your Perfect Package online at
shop.prestigeportraits.com

sample perfect package

Check out all you could get for
75 points!



portrait CD^{1,2}
archival (high res)



(6) 8x10



(10) 5x7



(48) wallets



(1) 10x20 designer
series with frame



(2) 16x20

bonus included



proof set & folio



portrait CD social (low res)^{1,2}

*This is a sample package only.



Choose from these great products to
create your Perfect Package.

create your own

prints

(1) 16x20	5 pts	(4) 4x5	2 pts
(1) 11x14	4 pts	(8) wallets	1 pt
(1) 8x10	3 pts	extra proof set	6 pts
(2) 5x7	2 pts		

designer series ▶ view designs online

Traditional	Contemporary
(1) 16x20 6 pts	(1) 10x20 w/frame 6 pts
(1) 11x14 5 pts	(1) 16x16 6 pts
(1) 8x10 4 pts	(1) 10x10 5 pts
(2) 5x7 3 pts	(2) 5x5 5 pts
(4) 4x5 3 pts	(1) 4x10 w/frame 4 pts
(8) 2x3 2 pts	

See page 10 for additional information

graduation products ▶ view designs online

(1) 10x20 signature board	4 pts
(24) 5x7 thank you cards	3 pts
(24) 5x7 announcements	3 pts
(24) 2x3 save the date cards	2 pts
(24) 2x3 status cards	2 pts

displays

8x10 tassel frame	6 pts
5x7 tassel frame	4 pts
4x5 senior frame	3 pts
wallet album	2 pts
magnetic wallet frame	2 pts
wallet box	1 pt

upgrades & finishes

canvas for 10x10 or larger	6 pts
wallet personalization	3 pts
metallic for any print	2 pts
linen finish on all prints	2 pts
protective finish on all prints	2 pts

portrait CD archive (hi-res)

only place to go
25 pts



bonus

Get these great bonus
products when you order
the Perfect Package.



portrait CD
social (low res)^{1,2}



proof set & folio³

1 High-res CD contains images in high-res (300 ppi, 1528x1162 pixels, 220-400 dpi, JPEG format, includes copyright release)

keepsake package

up to 4 poses

\$339

Item No. 16829

3 - 8x10s

6 - 5x7s

4 - 4x5s

72 - wallets

wallet personalization

wallet album

wallet box

bonus included

family package

up to 7 poses

\$399

Item No. 16823 with 11x14

Item No. 16821 with 16x20

1 - 11x14 or 1 - 16x20

5 - 8x10s

10 - 5x7s

8 - 4x5s

104 - wallets

wallet personalization

wallet album

wallet box

magnetic wallet frame

senior frame

order online at

shop.prestigeportraits.com

senior special

up to 6 poses

\$379

Item No. 16827 with 11x14

Item No. 16825 with 16x20

most popular

1 - 11x14 or 1 - 16x20

4 - 8x10s

8 - 5x7s

8 - 4x5s

88 - wallets

bonus included

wallet personalization

magnetic wallet frame

wallet box

wallet all

bonus

Get these great bonus products when you order the Family, Senior Special or Perfect packages.

facebook

twitter

instagram

portfolio CD (extra low res)

proof set & color

SAMPLE LIST OF OPTIONS AND PRICING CAP AND GOWN PORTRAITS

Smilestones - Speculation

1-8x10
2-5x7
8-2x3 Variety Wallets
4-3x5 Variety Wallets
Class Picture - Composite or Group
Laminate
\$40 Full Package
5 Sheet-\$37
4 Sheet \$34
3 Sheet \$29
2 Sheet \$21
1 Sheet \$12

Prestige – Photographed as Prepay

Pick your package

PACKAGE A1 \$115.00 2 Poses

<u>Pose A*</u>	<u>Pose B</u>
2 – 8X10's	2 – 8X10's
4 – 5X7's	4 – 5X7's
2 – 3X5's	2 – 3X5's
36 – WALLETS*	24 – WALLETS

PACKAGE A - \$105.00
w/out *12 wallet special

PACKAGE B1 \$95.00 2 Poses

<u>Pose A*</u>	<u>Pose B</u>
2 – 8X10's	2 – 8X10's
2 – 5X7's	2 – 5X7's
36 – WALLETS*	24 – WALLETS

PACKAGE B - \$85.00
w/out *12 wallet special

PACKAGE C1 \$78.00

2 – 8x10's
4 - 5X7's
36 – WALLETS*

PACKAGE C - \$68.00
w/out *12 wallet special

PACKAGE D1 \$68.00

2 – 8x10's
2 - 5X7's
2 – 3x5's
24 – WALLETS*

PACKAGE D - \$58.00
w/out *12 wallet special

PACKAGE E1 \$63.00

2 – 8x10's
2 - 5X7's
28 – WALLETS*

PACKAGE E - \$53.00
w/out *12 wallet special

PACKAGE F1 \$58.00

1 – 8x10's
2- 5X7's
2 - 3x5's
24 – WALLETS*

PACKAGE F - \$48.00
w/out *12 wallet special

PACKAGE G1 \$53.00

2 - 5X7's
2 – 3x5's
28 – WALLETS*

PACKAGE G - \$43.00
w/out *12 wallet special

PACKAGE H1 \$43.00

2 - 5X7's
24 – WALLETS*

PACKAGE H - \$33.00
w/out *12 wallet special

**WALLET
SPECIAL**
OPTION 1 - \$10.00

12-WALLETS
May only be purchased with a package. Wallets will be of pose A in packages A & B.

**Thank You &
Announcement
card stuffers**
OPTION 2 - \$20.00
32 – Wallets

May only be purchased with a package. Wallets will be of pose A in packages A & B.

NAME ON WALLETS
\$10.00
Adds your first name to all wallets.

All packages are retouched
Digital Retouching
Removes blemishes but will not remove moles, glass glare or fly-away hair.

SAMPLE LIST OF OPTIONS AND PRICING GRAD GROUP PORTRAITS

There are three sizes to choose from, all for one price!

10 x 20 Big Group - \$15

16 x 20 Group - \$15

8 x 20 Panoramic Group - \$15

Big groups. Little hassle. Huge fun factor!

Panoramic group portraits are a great way for you to mark a moment in time and build school spirit. Whether it's a graduating class, the band, choir or performing arts groups – panoramic images create a historical record for your school and your students.

- Makes a great spread in the yearbook
- Displays entire student body and creates a sense of community



Capturing the image that only you can schedule for your students.

We also know that all-school or large group photography can be challenging. Arranging students, getting them to pay attention, making sure they all have their eyes open with a great expression takes some skill. Our pre-planning sessions are designed to not only produce a great portrait look, but to also give your school a fun and memorable experience.

- Pre-Picture Day communications ensure awareness of the upcoming event so everyone is included
- Design a look for your school that everyone can rally around, with three types of products, each with additional levels of customization
 - Non-Laminated Panoramic
 - Laminated Panoramic
 - Metallic Panoramic

Choose Lifetouch as your school's partner. We get the big picture with little fuss.

**SAMPLE LIST OF OPTIONS AND PRICING
COMMENCEMENT PORTRAITS**

Package Descriptions

Internet Only Grad Special	\$ 86.95
(4) 8 x 10 Portraits	
(4) 5 x 7 Portraits	
(16) Wallets	
Premium Achievement Package	\$99.95
(1) 16 x 20 Portrait	
(1) 8 x 10 Portrait	
(1) 5 x 7 Portrait	
Includes Basic Retouching	
Premium Share Package	\$68.95
(1) 8 x 10 Portrait	
(4) 5 x 7 Portraits	
(8) Wallets	
Includes Basic Retouching	
Includes display folders	
Graduate Package	\$62.95
(1) 8x 10 Portrait	
(2) 5 x 7 Portraits	
(8) Wallets	
Includes Basic Retouching	
Includes lamination and display folders	
Essentials Upgraded Package	\$46.95
(1) 8 x 10 Portrait	
(2) 5 x 7 Portraits	
(8)Wallets	
Includes display folders	
Includes lamination	
Essentials Package	\$39.95
(1) 8 x 10 Portrait	
(2) 5 x 7 Portraits	
(8) Wallets	

5x 7 Framed Print	\$34.95
8x10 black, solid wood, velvet easel-backed frame	
Includes Basic Retouching	
2- 5x7 Premium Prints	\$39.95
(2) 5x7 Portraits	
Includes Basic Retouching	
8 x 10 Deluxe Print	\$35.95
(1) 8 x 10 Portrait	
Includes Basic Retouching	
Includes lamination	
8 x 10 Laminated Print	\$21.95
(1) 8 x 10 Portrait	
Includes lamination	
8 x 10 Traditional Print	\$17.95
(1) 8 x 10 Portrait	
Traditional Wallets	\$17.95
(8) Wallets	
Traditional Wallets	\$9.95
(4) Wallets	
5 x 7 Deluxe Print	\$27.95
(1) 5 x 7 Portrait	
Includes Basic Retouching	
Includes lamination	
5 x 7 Laminated Print	\$13.95
(1) 5 x 7 Portrait	
Includes lamination	
5 x 7 Traditional Print	\$9.95
(1) 5 x 7 Portrait	

Laminated Milestone Poster	\$46.95
(1) 16x20 Poster	
Includes lamination	
Milestone Poster	\$42.95
(1) 16x20 Poster	
Graduation Photo Memory Kit	\$9.95
NOTE: Prints not included. Prints must be ordered separately.	
(6) Pages	
(2) Card Stocks	
(2) Sticker Sheets	
(4) Stacked Stickers	
11x14 Bordered Print	\$32.95
11x14 black bordered print that includes personalization	
8x10 Bordered Print	\$21.95
8x10 black bordered print that includes personalization	
5x7 Bordered Print	\$12.95
5x7 black bordered print that includes personalization	
Landmark Plaque	\$99.95
14 x 18 Plaque with cherry grain finish	
Includes Basic Retouching	
Overview Plaque	\$99.95
14 x 18 Plaque with cherry grain finish	
Includes Basic Retouching	
Individual Memory Plaque	\$44.95
9 x 12 Plaque with cherry grain finish	
Includes Basic Retouching	
Shadow Box with Matted Prints	\$119.95
11 x 21 wood frame with 2.5" inset	
Includes Basic Retouching	

Tassel Frame	\$84.95
5x7 Portrait in a 14.5" square, brown, solid wood frame with cutout for tassel display	
Includes Basic Retouching	
Double Print Framed	\$69.95
8 x 12	
Black, solid wood, velvet-backed frame	
Includes Basic Retouching	
Double Print	\$42.95
8 x 12	
Includes Basic Retouching	
8 x 10 Framed Print	\$39.95
8x10 black, solid wood, velvet easel-backed frame	
Includes Basic Retouching	
8 x 10 Framed Print	\$39.95
8x10 black, solid wood, velvet easel-backed frame	
Includes Basic Retouching	
Supreme Thank You Package	\$120.95
(12) Folded Thank You Cards	
(2) 8 x 10 Portraits	
(4) 5 x 7 Portraits	
(8) Wallets	
Includes Basic Retouching	
Includes lamination	
Includes display folders	
Deluxe Thank You Package	\$105.95
(12) Folded Thank You Cards	
(2) 8 x 10 Portraits	
(4) 5 x 7 Portraits	
(8)Wallets	
Includes lamination	
Includes display folders	
Standard Thank You Package	\$94.95
(12) Folded Thank You Cards	
(2) 8 x 10 Portraits	
(4) 5 x 7 Portraits	
(8) Wallets	

Classic Thank You Cards	\$32.95
(12) Folded Thank You Cards	
Vintage Thank You Cards	\$32.95
(12) Folded Thank You Cards	
Watercolors Thank You Cards	\$32.95
Lights Thank You Cards	\$32.95
Digital High Resolution Image	\$59.95
Suitable for printing up to 8 x 10	
Premium Milestone Poster	\$40.95
(1) 16x20 Poster	
Includes Basic Retouching	
Includes lamination	
Keepsake Folio	\$36.95
5x7 leather folio that includes 2 – 5x7 portraits and is	
personalized with the graduate and school	
information including school colors	
Envelope Seal	\$12.00
1.5 x 2.5 seals available in sheets of 30	
Return Address Label	\$12.00
Available in sheets of 30	
Metallic Gift Sheet	\$19.00
8x10 Metallic Gift sheets features (1) 5x7 and (4) 2.5x3.5	
11x14 Canvas Print	\$59.95
11x14 Canvas Print of Grad	

Add On

Basic Retouching		\$10
Basic retouching will remove blemishes.		
Premium Retouching		\$15.00
Premium retouching softens imperfections on facial features by removing age lines and blemishes, while brightening teeth and eyes.		
Custom Retouching		\$25
This service allows the user to describe unique retouching needs. Requests to remove braces or tan lines are examples of custom retouching requests.		
Custom Overlay		\$ 2.50
Customize your image with up to three lines of personalized text.		
High Definition Metallic Paper Upgrade		\$10.00
Black & White		\$2.50
Lamination		\$5.00
Photo Folders		\$5.00
Name On/Year On		\$5.00
Customize your image with a graphic treatment featuring your name and graduation year.		

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
RFP# 62-16sm, Photographic Services for Schools
PROPOSAL PRICING SCHEDULE

Due to the variety of portrait options an Offeror may provide, Offerors shall attach pricing schedules for all of the packages in this section.

HIGH SCHOOL SENIOR PORTRAITS

Commission % per Portrait Packages offered: 20%

HIGH SCHOOL DANCE PROGRAM PHOTOS

Commission % per Program Packages offered: 20%

HIGH SCHOOL SPORTS PHOTOS

Commission % per Sports Packages offered: 20%

SENIOR GRADUATION PHOTOS

Commission % per Graduation Packages offered: 20%

PANORAMIC SENIOR CLASS PHOTOS

Commission % per Panoramic Senior Photo offered: 20%

ADDITIONAL PHOTO PACKAGE OPTIONS/SERVICES

Offerors shall provide any additional or suggested services in this section of the proposal pricing schedule response, along with any commission percentage if applicable.

Please note that all submitted prices must include commissions; commission percentage to be submitted to the Owner school where the photo session took place, including a full summary and accounting of the event.

LIFETOUCH SCHOOL SECURITY PACKAGE:

- **SmileSafe™ Program** – Lifetouch has partnered with the **National Center for Missing and Exploited Children** to offer parents the ease of knowing they will have access to their children's most recent picture within 24 hours of an emergency. Plus, every student photographed will receive 2 SmileSafe Cards compliments of Lifetouch.
- **Secure Digital Downloads** – Every school within your district can be accessed within one secure download of high resolution meeting district standards (640 x 800). Lifetouch now offers your student images digitally via the internet in a secure manner.
- **Custom Motivational Banners or Character Educational Items Complimentary** - 1 per building
- **PCI Compliance** - To safeguard customer data and prevent identity theft, Lifetouch took a proactive approach to address the required credit card safety standards mandated in 2005 by the major credit card companies.
- **Digital Student Directories** – Allow your faculty to have access to the entire student body digitally or printed.
- **Complimentary Staff/Student ID Cards** – Keep your schools safe with bar-coded ID cards. These can be uniquely designed to each of your schools specific needs.

ADDITIONAL COMPLIMENTARY OFFERINGS:

- **Complimentary Color Portrait Stickers** – Allow your students to personalize projects and staff to label items with 4 stickers per student.
- **Complimentary Office Staff Calendars** – Spiral bound or desk calendars.
- **Principal Portrait Scholarship** –For your families in need we offer two complimentary portrait packages per 100 students enrolled.
- **Since 1978, Lifetouch has been 100% employee owned.** This instills our employees with a strong dedication to providing quality products and services.
- **Complimentary Staff Photo Packages** – Allow your staff to share with the students and great for display in your schools.
- **Portrait Packages** –Multiple packages to choose from based on extensive market research and parent focus groups.
- **Lifetouch will provide additional staffing to meet your picture day needs or allow** your families a way to earn free pictures by assisting students look their best on picture day. The choice is up to your school.
- **Full Service Yearbook Program** – Lifetouch is the only company that provides both photography and yearbook production. When you are photographed by Lifetouch and you print a Lifetouch book, you allow more time for the development of your book.
- **Partners in Education (PIE) items** – Classroom and teacher support items such as thank you cards, birthday cards, certificates, awards, recognition pieces, etc.
- **Retiree Recognition Posters and Canvas** – Recognize your retirees with this gift from Lifetouch, by request.

The Lifetouch Complimentary [School Security Package](#).

Exclusive Partnership with the National Center for Missing and Exploited Children.

NO ONE ELSE HAS A 24/7 RAPID RESPONSE PROGRAM THAT IS PARTNERED WITH NATIONAL CENTER FOR MISSING & EXPLOITED CHILDREN (NCMEC). OUR SMILES SAFE™ CARDS ARE LIKE NO OTHER.



Lifetouch will provide every family in **Fauquier County Schools**, whose student took a portrait, **2 Child Safety Cards**. If a child is missing, the parent can call the National Center for Missing & Exploited Children's toll-free hotline 1-800-THE-LOST for immediate assistance.

If they do not have a current portrait of their child, they can authorize NCMEC to request an electronic transmission of the child's Lifetouch portrait through a secure connection. Our service, free of charge, is available on a 24/7 basis.

Parent or guardian permission and verification are required prior to portrait release, as part of the **SmileSafe** program's key privacy safeguards.

SmileSafe School Administrator Information

At Lifetouch we have a history of being more than a service provider to schools; we strive to be a genuine "partner in education." The **SmileSafe** initiative is further evidence of our commitment.

This comprehensive program:

- Enables your district to play an integral role in your community's child safety efforts
- Pairs you with an expert partner, the National Center for Missing & Exploited Children
- Allows you to offer a beneficial service to your families at no cost to you or them
- Allows you to include EVERY family in the program, not just picture buyers
- Enables you to have constructive year-round communication with your community regarding child safety tips and special precaution practices

Administratively, this program:

- Does not require a second Portrait Day or additional time out of class for students.
- Delivers your safety cards in user-friendly packaging that makes it easy and quick to distribute to parents.
- Includes a turnkey program CD-ROM with ready-to-use parent communications and reproducible safety tips and artwork