

School Photographic Services Contract Cover Sheet/Guidelines
Scherling Photography, LLC SCH-62-16smc
Awarded: Elementary, Middle & High Schools

Contractor	<p style="text-align: center;">Scherling Photography, LLC 506 Shaw Road #328, Sterling, VA 20166 703-828-4706 FAX 703-340-8492</p>	
Contact Information	<p><u>All Three School Levels:</u></p> <p>Ms. Robyn Scherling 703-340-8470 Ext. 333 or Cell, 703-828-4706 robyn@scherlingphotography.com</p>	<p><i>Prices remain the same as last year's updated, revised pricing, with the 2020-2021 final renewal</i></p>
Pricing, commission, complimentary items:	See attached contract; services may only be utilized for the school level(s) specifically awarded	
Contract Term:	April 28, 2020 – April 28, 2021 (second/final renewal; no renewals remain)	
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, 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**

Scherling Photography

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Pricing Schedules to be completed for any and all school/grade levels checked off on Page 1, Certification Page, and for all optional picture taking services indicated herein. Offerors shall attach additional pages of pricing information if desired but must submit the RFP Pricing schedules for each level proposed.

ELEMENTARY SCHOOL FALL AND SPRING PORTRAITS

Package A: \$14.00

2 - 3"x 5" Desk Size

8 - 1.5" x 2.5" Exchange

Package B: \$20.25

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

2 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package C: \$24.50

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

4 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package D: \$32.00

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

Package E: \$41.50

2 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

16 - 1.5" x 2.5" Exchange

Package F: \$51.50

1 - 10" x 13" Portrait

1 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

16 - 1.5" x 2.5" Exchange

Package G: \$14.00

16 - 1.5" x 2.5" Exchange

Package H: (Add on to other packages only)

1 - 8" x 10" Portrait: **\$14.00**

Retouching Charge: \$8.00

Commission % per package: 50%

Flat fee per package, for spring speculation photo event: \$45.50 or \$14.00 per sheet

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.

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FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Alternative Pricing for Elementary School Fall Portraits Packages & Pricing

50% Commission to Schools

Package A: \$12.50

2 - 3"x 5" Desk Size

4 - 1.5" x 2.5" Exchange

Package B: \$19.75

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

4 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package C: \$25.75

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

6 - 2" x 3" Wallet

12 - 1.5" x 2.5" Exchange

Package D: \$33.00

1 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Retouching Charge: \$8.00

Package E: \$40.25

2 - 8" x 10" Portrait

2 - 5" x 7" Portrait

4 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package F: \$60.00

3 - 8" x 10" Portrait

2 - 5" x 7" Portrait

4 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

1-Digital Download

Detailed Elementary School Spring Portraits Packages & Pricing

\$3.00 Per Student Photographed Commission to Schools

Package A \$45.50

1-8x10

2-5x7

8-2x3

1-Class Group Picture

Package B \$45.50

1-8x10

2-5x7

8-2x3

1-Magnet

Options below may be purchased separately

Option 1: 1-8x10 \$14.00

Option 2: 1-5x7 \$14.00

Option 3: 8-2x3 \$14.00

Option 4: 1-Class Group Picture \$14.00

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FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Pricing Schedules to be completed for any and all school/grade levels checked off on Page 1, Certification Page, and for all optional picture taking services indicated herein. Offerors shall attach additional pages of pricing information if desired but must submit the RFP Pricing schedules for each level proposed.

MIDDLE SCHOOL FALL AND SPRING PORTRAITS

Package A: \$14.00

2 - 3"x 5" Desk Size

8 - 1.5" x 2.5" Exchange

Package B: \$20.25

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

2 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package C: \$24.50

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

4 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package D: \$32.00

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

Package E: \$41.50

2 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

16 - 1.5" x 2.5" Exchange

Package F: \$51.50

1 - 10" x 13" Portrait

1 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

16 - 1.5" x 2.5" Exchange

Package G: \$14.00

16 - 1.5" x 2.5" Exchange

Package H: (Add on to other packages only)

1 - 8" x 10" Portrait: **\$14.00**

Retouching Charge: \$8.00

Commission % per package: 50%

Flat fee per package, for spring speculation photo event: \$45.50 or \$14.00 per sheet

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.

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FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Alternative Pricing for Middle School Fall Portraits Packages & Pricing

50% Commission to Schools

Package A: \$12.50

2 - 3"x 5" Desk Size

4 - 1.5" x 2.5" Exchange

Package B: \$19.75

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

4- 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package C: \$25.75

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

6- 2" x 3" Wallet

12-1.5"x 2.5" Exchange

Package D: \$33.00

1 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Retouching Charge: \$8.00

Package E: \$40.25

2 - 8" x 10" Portrait

2- 5" x 7" Portrait

4- 3"x 5" Desk Size

8 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package F: \$60.00

3 - 8" x 10" Portrait

2 - 5" x 7" Portrait

4 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

8- 1.5" x 2.5" Exchange

1-Digital Download

Detailed Middle School Spring Portraits Packages & Pricing

\$3.00 Per Student Photographed Commission to Schools

Package A \$45.50

1-8x10

2-5x7

8-2x3

1-Class Group Picture

Package B \$45.50

1-8x10

2-5x7

8-2x3

1-Magnet

Options below may be purchased separately

Option 1: 1-8x10 \$14.00
Option 2: 1-5x7 \$14.00
Option 3: 8-2x3 \$14.00
Option 4: 1-Class Group Picture \$14.00

Scherling Photography
Middle School "Buddy" Portrait Packaging & Pricing
PROPOSAL PRICING SCHEDULE

Package Contents	Package A	Package B	Package C	Package D	Package E	Package F	Option 1	Option 2
8x10	3	3	1					1
5x7	2		2	3	2	2		
3x5			2					
2x3	12	12	8	12	8	8	8	
Price	\$37.00	\$32.00	\$26.50	\$21.25	\$16.00	\$10.75	\$10.75	\$10.75
School Profit	20%	20%	20%	20%	20%	20%		

Scherling Photography

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Pricing Schedules to be completed for any and all school/grade levels checked off on Page 1, Certification Page, and for all optional picture taking services indicated herein. Offerors shall attach additional pages of pricing information if desired but must submit the RFP Pricing schedules for each level proposed.

HIGH SCHOOL UNDERCLASSMEN FALL

Package A: \$14.00

2 - 3"x 5" Desk Size

8 - 1.5" x 2.5" Exchange

Package B: \$20.25

1 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

2 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package C: \$24.50

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

4 - 2" x 3" Wallet

8 - 1.5" x 2.5" Exchange

Package D: \$32.00

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

Package E: \$41.50

2 - 8" x 10" Portrait

2 - 5" x 7" Portrait

2 - 3"x 5" Desk Size

8 - 2" x 3" Wallet

16 - 1.5" x 2.5" Exchange

Package F: \$51.50

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

Package G: \$14.00

16 - 1.5" x 2.5" Exchange

Package H: (Add on to other packages only)

1 - 8" x 10" Portrait: \$14.00

Retouching Charge: \$8.00

Commission % per package: 50%

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.

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HIGH SCHOOL SENIOR PORTRAITS PRICING

Casual and Yearbook (Drape/Tux)

20% Commission to Schools

Sitting Fees

Basic-\$0

1 Pose

Outfit: yearbook

Background: Unlimited

Basic Plus \$16.00

3 Poses-2 head and shoulders, 1 full body

Outfit: yearbook plus 1

Background: Unlimited

Standard \$26.50

5 Poses-3 head and shoulders, 2 full body

Outfit: yearbook plus 2

Background: Unlimited

Deluxe \$32.00

7 Poses-3 head and shoulders, 4 full body

Outfit: yearbook plus 3

Background: Unlimited

Packages

Package 1-\$87.00

2-5x7

4-4x5

8 Wallets

2-5x7 Frames

4-4x5 Frames

Package 2-\$127.25

4-5x7

4-4x5

16 Wallets

4-5x7 Frames

4-4x5 Frames

Package 3-\$164.25

2-8x10

6-5x7

4-4x5

32 Wallets

1-Wallet Box

6-5x7 Frames

4-4x5 Frames

1-Digital Download

Package 4-\$212.25

1-11x14 or 16x20

4-8x10

8-5x7

10-4x5

76 Wallets

1-Digital Download

1-Wallet Box

8-5x7 Frames

10-4x5 Frames

Package 5-\$265.25

2-11x14 or 2-16x20 (or pick one of each size)

5-8x10

10-5x7

10-4x5

112 Wallets

1-Digital Download

1-Wallet Box

10-5x7 Frames

10-4x5 Frames

A la cart

1-8x10 \$19.00

2-5x7 \$19.00

2-4x5 \$17.00

8-2x3 \$15.00

Senior Graduation Group-\$21.00

1-8x20

Retouching is Free (includes removal of stray hair, braces, tan lines, scars, eyeglass glare, etc.)

*Pricing includes all applicable tax

*1 unit equals=1-8x10 or 2-5x7s or 4-4x5's or 8 wallets

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FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

High School Dance Photos

20% Commission to Schools

Prom

Package A \$47.75

2-8x10

2-5x7

2-3x5

12-2x3

Package B \$42.50

2-8x10

16-2x3

8-2x3

Package C \$32.00

2-5x7

2-3x5

Package D \$16.00

4-3x5

Small Dances

Package A \$37.00

2-8x10

2-5x7

4-3x5

8-2x3

Package B \$26.50

2-8x10

16-2x3

8-2x3

Package C \$16.00

2-3x5

8-2x3

Package D \$10.50

8-2x3

Package E \$10.50

1-5x7

4-2x3

Scherling Photography

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

RFP# 62-16sm, Photographic Services for Schools

High School Sports Photos

PROPOSAL PRICING SCHEDULE

20% Commission to Schools

Package A \$47.75

1-Digital Memory Mate
2-5x7
4-3x5
8-2x3

Package B \$37.00

2-5x7
2-3x5
8-2x3
1-8x10 Group Bordered

Package C \$24.50

1-Digital Memory Mate
2-3x5

Package D \$16.00

1-Digital Memory Mate

Package E \$16.00

2-5x7
4-3x5

Package F \$14.00

1-8x10 Group Bordered

Package G \$11.75

2-Photo Buttons

Package H \$9.50

8-2x3

Package I \$16.00

8-Mini Magazine Covers

Package J \$14.00

2-Photo Magnets

Package K \$16.00

1-8x10 Magazine Cover

Package L 21.00

1-8x10 Calendar (Group)

Package M \$21.00

1-8x10 Calendar (Individual)

Package N \$9.50

1-Laminated Photo Bag Tag

Package O \$7.50

1-2-Sided Photo Key Chain

Package P \$10.75

1-2-Sided Photo Dog Tag

Package Q \$11.75

1-Photo Ornament

Package R \$16.00

1-Photo Event Tickets

Package S \$32.00

1-5x7 Ind. Laser Cut Statuette

Package T \$37.00

1-8x10 Ind. Laser Cut Statuette

**Digital Memory Mate is a 5x7 team photo and a 4x5 individual photo digitally combined into a custom personalized 8x10 and includes an easel.*

Scherling Photography Graduation Photos

Fauquier County Government and Public Schools
RPF #62-16sm, Photography Services for Schools

PROPOSAL PRICING SCHEDULE

20% Commission to Schools

Package A

3-8x10, 2-5x7, 4-3x5, 1-digital download \$53.00

Package B

2-8x10, 2-5x7, 2-3x5, 4-2x3, 1-digital download \$42.50

Package C

1-8x10, 2-5x7, 2-3x5, 12-2x3 \$32.00

Package D

2-5x7, 2-3x5, 4-2x3 \$21.00

Package E

1-5x7, 2-3x5, 4-2x3 \$17.00

Package F

1-8x10 \$16.00

Package G

2-5x7 \$16.00

Package H

1-digital download \$19.00

*Scherling Photography also offers a wide variety of novelty items for graduation photos such as: key chains, bag tags, magnets, buttons, mugs, calendars, extra-large prints and more.

*prices include applicable taxes

Scherling Photography

Fauquier County RFP #62-16sm, Photographic Services for Schools

PROPOSAL PRICING SCHEDULE

Panoramic Senior Class Photos

20% Commission to School

Package A

8x24 \$16.50 (includes 20% commission)

Package B

6x18 \$15.00 (includes 20% commission)

Package C

4x12 \$13.50 (includes 20% commission)

*applicable taxes included



Add-On Pricing for Elementary, Middle School and High School Underclassmen Fall Portraits
 50% Commission to Schools
 PROPOSAL PRICING SCHEDULE

Item	Contents	Price
G	1-10x13	\$13.00
H	1-8x10	\$10.75
I	2-5x7	\$10.75
J	4-3x5	\$10.75
K	8-Wallet	\$10.75
L	16-Exchange	\$10.75
M	2-3x5 Photo Magnet	\$9.50
N	1-3" Photo Button	\$7.50
O	1-Photo Dog Tag	\$8.50
P	1-Photo Bag Tag	\$7.50
Q	1-Photo Key	\$7.50
R	1-5x7, 4-Wallets Classic B&W	\$11.75
S	1-8x10 Photo Calendar	\$13.00
T	1-Digital Image (must purchase package)	\$18.00
U	1-Digital Image (without package purchase)	\$42.50
V	Personalization (per package)	\$5.00
W	Vignette Finish on all Portraits	\$4.00

**Add-ons can't be purchased alone, can only be added to package*