

**School Photographic Services Contract Cover Sheet/Guidelines
 Victor O'Neill Studios, LLC., Contract VOS-62-16smc
 Awarded: Middle & High Schools**

Contractor	<p align="center">Victor O'Neill Studios, LLC 313 Park Avenue, Suite 200, Falls Church, VA 22046 703-532-0013 FAX 703-532-2030</p>
Contact Information	<p>Mr. Mike Harris, President Office: 703-532-0013, Ext. 600 Cell:571-436-2960 mike@vosphoto.com</p>
Pricing, commission, complimentary items:	See attached contract; services may only be utilized for the school level(s) specifically awarded
Contract Term:	April 28, 2016 – April 28, 2019, plus two (2) one-year renewals
Principal's Choice:	<p>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.</p>
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

FAUQUIER COUNTY SCHOOL BOARD,
a political subdivision of the Commonwealth of Virginia
Contract VOS-62-16smc, Photographic Services, FCPS: 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, **Victor O'Neill Studios, LLC**, located at **313 Park Avenue, Suite 100, Falls Church, 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 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 5, 2016.

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

Victor O'Neill Studios, LLC

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

By: 
Michael Harris

By: 
Susan R. Monaco, CPPO, CPPB

Title: Owner

Title: Procurement Manager

Date May 24, 2016

Date: 5/26/2016

Contract VOS-62-16smc, Photographic Services, FCPS: Middle & High Schools
Complimentary Photo Products

Middle Schools:

Complimentary photo products: Victor O'Neill Studios will provide:

- A high quality Canon Rebel digital camera for the use of the Yearbook staff
- A 4'x8' sports team banner for fall, winter and spring teams
- A 4'x8' staff banner for hanging in the school

High Schools:

Complimentary photo products:

- Senior Panoramic: Victor O'Neill Studios will photograph the entire senior class in the spring. The panoramic will be available online to the yearbook adviser within 48 hours of the picture being taken. (It will also be offered for sale on our website within 48 hours of the picture being taken.)
- Digital Cameras: Victor O'Neill Studios will provide three (3) high quality Canon Rebel digital cameras for the use of the yearbook staff. Victor O'Neill Studios *provided this offer with their proposal submission*, under the assumption that multiyear agreements were permitted. Victor O'Neill Studios was *advised (post-submission) per the terms of the RFP* that contracts were based on a yearly agreement, *only*, therefore Victor O'Neill Studios would appreciate the opportunity to *revisit this digital camera option* with schools after first year is completed.
- Motivational Posters: Victor O'Neill Studios will provide ten (10) motivational posters using candid photographs and motivational themes chosen in cooperation with the principal or designated staff.
- Banners: Victor O'Neill Studios will provide:
Sports teams banners for fall, winter and spring sports
A faculty banner in September for hanging in the school

MIDDLE SCHOOL FALL AND SPRING PORTRAITS

Fall Portraits

A3W \$59
1-8x10
4-5x7
2-3.5x5
12-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$54**

A1W \$50
1-8x10
2-5x7
2-3.5x5
8-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$45**

AW \$41
1-8x10
2-5x7
2-3.5
4-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$36**

B3W \$55
4-5x7
4-3.5x5
16-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$50**

B1W \$46
2-5x7
4-3.5x5
16-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$41**

BW \$35
2-5x7
4-3.5
8-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$30**

C3W \$52
3-5x7
2-3.5x5
16-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$47**

C1W \$43
1-5x7
2-3.5x5
16-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$38**

CW \$34
1-5x7
2-3.5x5
8-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$29**

D3W \$48
2-5x7
2-3.5x5
16-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$43**

D1W \$39
2-3.5x5
16-2.5x3.5
8-1.75x2.5
Includes name on wallets
w/o names on wallets **\$34**

DW \$20
2-3.5x5
8-2.5x3.5
Includes name on wallets
w/o names on wallets **\$15**

E3W \$64
2-8x10
4-5x7

E1W \$55
2-8x10
2-5x7

EW \$46
2-8x10
2-5x7

MIDDLE SCHOOL FALL AND SPRING PORTRAITS

2-3.5x5
12-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$59**

2-3.5x5
12-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$50**

2-3.5
4-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$41**

Bonus Items
2- 5x7 \$12
8- Wallets \$11
4- 3x5 \$12
1- 8x10 \$15

Color backgrounds \$4
Basic retouching \$7

Spring Portraits

Package 1 \$61

2-8x10
2-5x7
2-3.5x5
8-2.5x3.5
16- 1.75x2.5

Package 2 \$45

1-8x10
2-5x7
4-3.5x5
8-2.5x3.5
16- 1.75x2.5

Package 3 \$28

2-5x7
4-3x5
4-2.5x3.5
8-1.75x2.5

Package 4 \$19

4-3.5x5
4-2.5x3.5
8-1.75x2.5

Package 5 \$14

2-3x5
8-1.75x2.5

Bonus Items

1-8x10 **\$10**
Image CD **\$15**

Commission % per package Fall and Spring Portraits: 40%

Flat fee per package, for spring speculation photo event: \$ N/A

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

Fall Portraits

A3W \$59
1-8x10
4-5x7
2-3.5x5
12-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$54**

A1W \$50
1-8x10
2-5x7
2-3.5x5
8-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$45**

AW \$41
1-8x10
2-5x7
2-3.5
4-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$36**

B3W \$55
4-5x7
4-3.5x5
16-2.5x3.5
16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$50**

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2-5x7
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Includes name on wallets
w/o names on wallets **\$41**

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2-5x7
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16-1.75x2.5
Includes name on wallets
w/o names on wallets **\$30**

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w/o names on wallets **\$47**

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1-5x7
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16-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$38**

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1-5x7
2-3.5x5
8-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$29**

D3W \$48
2-5x7
2-3.5x5
16-2.5x3.5
24-1.75x2.5
Includes name on wallets
w/o names on wallets **\$43**

D1W \$39
2-3.5x5
16-2.5x3.5
8-1.75x2.5
Includes name on wallets
w/o names on wallets **\$34**

DW \$20
2-3.5x5
8-2.5x3.5
Includes name on wallets
w/o names on wallets **\$15**

E3W \$64
2-8x10
4-5x7
2-3.5x5

E1W \$55
2-8x10
2-5x7
2-3.5x5

EW \$46
2-8x10
2-5x7
2-3.5

HIGH SCHOOL UNDERCLASSMEN FALL PORTRAITS

12-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$59**

12-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$50**

4-2.5x3.5
16-1.75x2.5
1-Portrait CD
Includes name on wallets
w/o names on wallets **\$41**

Bonus Items

2- 5x7 \$12

8- Wallets \$11

4- 3x5 \$12

1- 8x10 \$15

Color backgrounds \$4

Basic retouching \$7

Commission % per package Fall Portraits: 40%

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.

HIGH SCHOOL SENIOR PORTRAITS

Commission % per Portrait Packages offered: 20 %

All orders are placed online. This is a generic text outline of products available online.

New for 2017:

(Changes highlighted in Price Sheet)

- All Supreme Packages will now also include (1) Social Media Image Download
- Four New Image Collage Print options available
- Signature Wallets now available for purchase via "Extra Wallets" (\$10 Upgrade from regular wallets)
- 16x20 and 11x14 Canvas Wall Portraits now available for purchase via "Build Your Own Package"
- Leatherette Portfolio product no longer available to purchase. The 5 Image Collage print will replace the Leatherette in the Platinum Package

Packages:

*All images ordered will have standard retouching applied at no charge.

All Supreme packages will have the name and date on wallets with boutique packaging.

Additional Images can be added to any package for \$20 per image.

Platinum Supreme \$545 – Only available in Supreme

Order up to 5 poses

1 16x20 Gallery Wrap

5 8x10

10 5x7

20 3x5's

120 Wallets (5 Sets of 24)

Additionally: (1) Social Media Image Download Not for print - Web Use Only

5-Image 11x14 Collage Print

Keepsake Print Box

Westover Supreme \$384; Westover Standard \$344

Order up to 4 Poses

1 11x14 Wall Portrait

4 8x10

8 5x7

16 3x5's

96 Wallets (4 sets of 24)

Additionally: (1) Social Media Image Download Not for print - Web Use Only (Supreme Only)

Keepsake Print Box (Supreme Only)

Collegiate Supreme \$310; Collegiate Standard \$265

Order up to 3 poses

3 8x10

6 5x7

12 3x5

72 wallets (3 sets of 24)

Additionally: (1) Social Media Image Download Not for print - Web Use Only (Supreme Only)

Keepsake Print Box (Supreme Only)

Graduate Supreme \$235; Graduate Standard \$192

Order up to 2 poses

2 8x10

4 5x7

8 3x5

48 wallets (2 sets of 24)

Additionally: (1) Social Media Image Download Not for print - Web Use Only (Supreme Only)

Keepsake Print Box (Supreme Only)

Varsity Standard \$105 –Only available in Standard

One pose package

1 8x10

4 5x7

4 3x5

Extra Portraits- Add to any package at a discounted price!

16x20 \$95

11x14 \$57

8x10 \$29

2 5x7 \$29

4 3x5 \$29

Extra Wallets-Added to any package at a discounted price!

8 Wallets \$18

24 Wallets \$40

48 Wallets \$62.00

96 Super Wallet Special!

4 Sets of 24-One pose per set \$80

Build your own package

Additionally: 16x20 Canvas Wall Portrait \$225

Additionally: 11x14 Canvas Wall Portrait \$175

16x20 Mounted Wall Portrait \$180

11x14 Mounted Wall Portrait \$97

8x10 \$46

2 5x7 \$46

4 3x5 \$46

8 Wallets \$46

Additionally: 8 Signature Wallets \$56

SENIOR PORTRAIT CD-All CD's come with copyright release

5 Favorite Images for \$250

10 Favorite Images for \$395

20 Favorite Images for \$595

Collage Prints – NEW for 2017!

10x8 (3 images) \$70

11x14 (5 images) \$145

16x20 Vertical (7 images) \$200

20x16 Horizontal (10 images) \$249

Additionally: Digital Image – Emailed to customer at Checkout

(1) Unretouched Digital Image \$95

Additionally: Additional Retouching - \$49

Retouching option is available for images that require more than just our Standard Retouching. Examples:

- Braces Removal
- Stray Hair Touch ups or Removal
- Tan Line Touch ups or Removal

HIGH SCHOOL DANCE PROGRAM PHOTOS

Commission % per Program Packages offered: 20 %

2-4x6 and a digital image - \$20 Photobooth option (free strip: \$750) Magic Mirror - \$1,200

HIGH SCHOOL SPORTS PHOTOS

Commission % per Sports Packages offered: 20 %

Touchdown - \$22	Home Run- \$20	MVP- \$19	Hall of Fame- \$37	Champion-\$20
1- Photo Mount	1- Photo Mount	1- Photo Mount	1- Sports Mate	1- 8x10 Team
1- 8x10 Team	1- 5x7 Team	1- 5x7 Team	(team and individual)	1- 5x7 Individual
1- 5x7 Individual	1- 5x7 Individual	2- 3x5 Individual	2- 5x7 Individual	4- 2x3 Wallets
4- 2x3 Wallets	4- 2x3 Wallets		8- 2x3 Wallets	

A La Carte Items-

- F- Sports Mate \$15
- G- 12 Trading Cards \$16
- H- 8x10 Statuette \$42
- I- 2 Bag Tapes \$12
- J- 2 4x5 Image Magnets \$12
- K- 2 Ticket Magnets \$12
- L- Flashlight Keychain \$12
- M- Magazine Cover \$16
- N- 8x10 Individual \$12
- O- 8x10 Team \$13
- P- 2 5x7 Individual \$16
- Q- 1 5x7 Team \$8
- R- 8 Wallers \$12
- S- 2 Dog Tag \$24

SENIOR GRADUATION PHOTOS

Commission % per Graduation Packages offered: 20 %

Hi---Res Digital Download Options

- One Hi---Res Image – \$25.00
- Three Hi---Res Images – \$50.00
- Five Hi---Res Images – \$70.00
- Ten Hi---Res Images – \$100.00

Print Packages

- “Congratulations” Package – \$35.00
 - (1) 8x10
 - (2) 5x7s
 - (8) Die---Cut Wallets
- “Thank You” Package – \$29.00
 - (24) Die---Cut Wallets
 - (4) 3.5x5s
- “Memories” Package – \$25.00
 - (5) 4x5s
- “Achievement” Package – \$15.00
 - (1) 5x7
 - (8) Die---Cut Wallets

Individually Priced Prints

- (1) 8x10 – \$15.00
- (1) 5x7 – \$12.00
- (1) 4x6 – \$12.00
- (8) Die---Cut Wallets – \$15.00

PANORAMIC SENIOR CLASS PHOTOS

Commission % per Panoramic Senior Photo offered: 20 %

Senior Class Panoramic

- Senior Class Panoramic Print (8x20) --- \$16.00
- Senior Class Panoramic Print Mounted (8x20) --- \$19.00

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.