

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

**FINANCE DEPARTMENT, PROCUREMENT DIVISION**

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8354

Fax: (540) 422-8355

**NOTICE OF CONTRACT**

1. DATE: October 29, 2024
2. CONTRACT NAME: Open-End A/E Services –  
Landfill Operations, Expansions and Improvements
3. CONTRACT NUMBER: 130-24sbc
4. CONTRACT PERIOD: Oct. 29, 2024 through Oct, 30, 2025  
1<sup>st</sup> Renewal: Oct. 2025 through Oct. 2026  
2<sup>nd</sup> Renewal: Oct. 2026 through Oct.2027  
3<sup>rd</sup> Renewal: Oct. 2027 through Oct. 2028
5. RENEWAL OPTIONS: Three (3) one-year renewals
6. CONTRACTOR:

ARM Group, LLC  
9560 Kings Charter Drive  
Ashland, VA 23005  
[dfellon@armgroup.net](mailto:dfellon@armgroup.net) Daniel Fellon, President.

7. TERMS: Net 45
8. FOR FURTHER INFORMATION CONTACT: Scott Bargas, Procurement Officer III  
PH (540) 422-8354  
[scott.bargas@fauquiercounty.gov](mailto:scott.bargas@fauquiercounty.gov)

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 the reverse side of this notice for further instructions regarding this contract.

See Below for Instructions and Fees.

## 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.

### **PROJECT ORDERS AND PROCEDURES FOR ORDERING SERVICES FOR OPEN-END ARCHITECTURAL SERVICES:**

#### **Types of Project Orders:**

Lump Sum Fee Project Orders: Lump sum fees shall be negotiated individually for each project and issued as a separate Purchase Order. Offeror shall provide with the lump sum fee, an itemized list indicating how the lump sum fee was obtained, including but not limited to number of hours estimated per personnel classification and allowable additional costs, per the contract rates. The Owner reserves the right to withhold notice to proceed, or the release of the Purchase Order, until an acceptable proposal breakdown is provided.

Hourly Rate Project Orders: When the scope of services involves work of such nature that the Firm cannot reasonably estimate the time which would be required to provide the services, the Using Department may authorize an Hourly Rate based on the actual hours worked times the hourly rates indicated on the attached fee schedule and other approved expenses. A maximum Purchase Order fee or cost not to exceed limitation shall be agreed upon for Hourly Rate Purchase Orders. When an Hourly Rate Purchase Order is used, the Firm shall submit detailed time records, documentation for other expenses, and such other evidence as the Using Department may require to support the Firm's billing request.

#### **Procedures for Ordering Services**

*Using Departments will utilize these contracts on a rotating basis, using a spreadsheet the on the County Intranet, to ensure equitable sharing of tasks among all awarded Firms.*

*Presently, that process is still under development.* The Using Department will request a lump sum fee or hourly rate proposal for each Project from the Firm. At the Firm's expense, the Firm shall visit the site and prepare a detailed proposal for accomplishing the services. The Firm shall determine feasibility of the proposed budget at this time. The Firm shall prepare a detailed lump sum or hourly rate (as applicable) fee proposal for accomplishing the services.

The Using Department will evaluate the Firm's fee proposal and may negotiate a suitable lump sum fee or a "not to exceed" amount with the Firm. Prompt completion of fee negotiations is imperative. Following successful negotiations, the Using Department will prepare a purchase order for the agreed scope of work and fee proposal, incorporating by reference the terms and conditions of this contract and forward to the Procurement Division. Once the Procurement Division has processed the purchase order (and assigned a number) the Using Department will authorize and instruct the Firm to proceed with the appropriate phase of the work. All purchase orders shall incorporate by reference the terms of this agreement.

The Firm shall not perform any work that has not been authorized by a written purchase order (or change order) executed by the Procurement Division. The Firm assumes all risk and financial liability for any services rendered without such proper authorization.

The Using Department reserves the right, at its sole discretion, to issue purchase orders to any Open-End firm based on its evaluation of each Firm's qualifications, expertise, capabilities, performance record, current workload, location or distance to the project and other factors as may be pertinent to a particular project.

Purchase Order Restriction/Maximum Fee Limitation: No individual purchase order fee shall exceed \$150,000 under contracts awarded within Open-End A/E contracts, and the sum of all projects during the contract term shall not exceed \$500,000. If a project is expected to be over this amount, requirements shall be forwarded to the Procurement Division and a separate RFP will be done for that project.

Change Orders: Change orders, authorized by the Procurement Division, may be issued to modify the scope of a Purchase Order. Change orders may add to, delete or otherwise modify the scope of services against a particular Purchase Order.

No modification can be made which will increase the original purchase order price by more than twenty-five percent (25%) or \$50,000, whichever is greater or exceed the purchase order limits established above, without the approval of the Board of Supervisors or the School Board, as the case may be.

In making any modifications, the resulting increase or decrease in cost for the modification shall be determined by one of the following methods:

- A. The written modification shall stipulate the mutually agreeable fixed price for the specific addition to and/or deletion from the scope of work and/or specifications, which shall be added to or deducted from the total contract amount.
  - B. The written modification shall direct the Firm to proceed with a specific scope of work and to keep, and present in a form as the Using Department may direct, a correct account of the actual man-hours by category and discipline and the time sheets therefore. The fee amount will be the man-hours expended multiplied by the hourly rates specified in attached hourly fee schedule. No additional increase for overhead and profit will be allowed. Changes using this procedure will usually specify a maximum amount.
2. All correspondence and documents (to include invoices) shall reference the contract number, applicable purchase order number and any project reference number the Using Department may identify.
  3. Approval of Firm's invoice is the responsibility of the receiving using department.
  4. Any complaint as to quality of services or violation of contract provisions by the Firm shall be reported to the Procurement Division for handling with the Firm. All complaints must be submitted in writing and can be forwarded to Procurement via fax, e-mail or courier.
  5. Renewals: As stated on the face of this notice, there are four (4) one-year renewals on this contract; Firms may only negotiate adjustments to the fee schedules during the renewal timeframe which should occur approximately 90 days prior to the current term. Per the contracts, Firms may utilize the CPI-U, Other Services, as the method of fee adjustment. The contract officer must approve all price increases. Contract users will be sent notification of contract changes from the Procurement Division as official notification of such changes, if approved.



# ARM Group LLC

Engineers and Scientists

## CONSULTING RATE SCHEDULE

### Fauquier County Government

Effective January 1, 2024

<b>Labor Category Name</b>	<b>2024 Rates</b>	<b>Labor Category Name</b>	<b>2024 Rates</b>
Principal Engineer	\$225.00	Project GIS Analyst	\$127.00
Principal Scientist	\$225.00	Senior Construction Manager	\$125.00
Director of Engineering	\$200.00	Project Geologist I	\$125.00
Senior Geotechnical Engineer	\$195.00	Project Scientist II	\$125.00
Director of Geology	\$190.00	Project Geophysicist I	\$124.00
Senior Engineer	\$175.00	Designer	\$122.00
Senior Project Manager	\$175.00	Staff Engineer	\$122.00
Senior Hydrogeologist	\$175.00	Senior Administrative	\$119.00
Senior Scientist	\$175.00	IT System Administrator	\$119.00
Senior Geologist	\$170.00	Project Scientist I	\$115.00
Structural Engineer	\$165.00	Staff Geologist	\$110.00
Senior Geophysicist	\$162.00	CAD Technician II	\$108.00
Laboratory Scientist	\$155.00	Field Lead	\$100.00
Senior Project Engineer	\$150.00	Crew Chief	\$100.00
Project Manager	\$150.00	CAD Technician I	\$100.00
Senior Project Geologist	\$146.00	Staff Scientist	\$100.00
Senior Project Scientist	\$143.00	Senior CQA Specialist	\$93.00
Project Engineer II	\$140.00	Surveyor	\$92.00
Survey Manager	\$138.00	Project Administrative	\$89.00
Project Geologist II	\$135.00	Field Technician	\$88.00
Project Geophysicist II	\$135.00	Sr. Field Technician	\$87.00
Aquatic Biologist	\$133.00	CQA Specialist	\$82.00
Project Engineer I	\$132.00	Administrative Assistant	\$81.00
CQA Manager	\$130.00	Test Boring Inspector	\$68.00
GIS Analyst II	\$130.00	Field Technician II	\$64.00
Lead Surveyor	\$129.00	Field Technician I	\$62.00
Senior Designer	\$129.00	Laboratory Technician	\$62.00
Project Hydrogeologist II	\$129.00		

Expert witness testimony, preparation time, and other special services generally require a dedicated commitment of staff; these dedicated services will be charged at a rate of 150% of the above schedule.

PRECISE. RESPONSIVE. SOLUTIONS.

Hershey, PA • Canonsburg, PA • Jessup, PA • Lehigh Valley, PA • Mechanicsburg, PA • State College, PA • West Chester, PA  
Columbia, MD • Marlton, NJ • Ashland, VA

***Subcontract and Project Related Expenses***

Copies	Black & White - \$0.12 each; Color - \$0.60 each
Full Size Plots	\$1.10/sq ft
Mileage	\$0.80/mile
ARM Truck Usage	\$78.00/day or \$300/week

Subcontractor services and direct project expenses are billed at cost plus 15%. ARM-owned equipment, supplies and vehicles are billed on a usage basis in accordance with the ARM Equipment and Supply Lists.

***Terms for Payment***

Invoices are issued monthly and are due upon receipt. Invoices aging past 30 days are subject to a late fee of 1.5% per month. Credit cards accepted; invoices paid by credit card will be assessed a 3.5% surcharge.





# ARM Group LLC

Engineers and Scientists

<b>2024 EQUIPMENT LIST</b>		
<b>DESCRIPTION</b>	<b>DAILY RATE</b>	<b>WEEKLY RATE</b>
1/2 HP Submersible Pump	\$100	\$200
Anemometer (Air Velocity)	\$35	\$100
Auto Level / Tripod / Stadia Rod	\$50	\$180
Bucket Auger	\$25	\$100
Cargo Trailer	\$30	\$120
Combustible Gas / 4-Gas Meter	\$135	\$315
Conductivity Meter	\$50	\$225
Core Drill	\$125	\$500
Generator 1.8 and 2.8 kw	\$40	\$170
Generator 5 kw	\$50	\$205
Ground Resistance Tester	\$70	\$200
Grundfos Pump with Control Box	\$150	\$540
Line Locator	\$100	\$350
Little Giant Pump	\$25	\$80
Measuring Tape	\$6	\$20
Measuring Wheel	\$10	\$25
PID Meter	\$85	\$340
Microtip Water Trap Assembly	\$15	\$60
Nuclear Density Gauge	\$80	\$320
pH and Temperature Meter	\$45	\$180
pH Soil Meter	\$30	\$100
Peristaltic Pump	\$30	\$100
Soil Auger / Hand Auger	\$25	\$100
Sonic Interface Probe (100 feet)	\$50	\$200
Static Water Level Tape	\$35	\$105
Stream Flow Velocity Meter	\$135	\$315
Trimble GeoXT	\$150	\$450
Turbidity Meter	\$40	\$160
YSI Water Quality Meter	\$100	\$385
Water Level Transducer/Data Logger	\$70	\$280
Whale Pump	\$30	\$80
125 Gallon Water Tank	\$25	\$100
425 Gallon Water Tank	\$30	\$110
ATV	\$160	\$600
RTK GPS Unit	\$450	\$1,800
EM-61 / EM-31	\$200	\$760
GPR System	\$200	\$600
SS Electrodes	\$35	--
Pick Up Truck	\$78	--

PRECISE. RESPONSIVE. SOLUTIONS.

Hershey, PA • State College, PA • Canonsburg, PA • Lehigh Valley, PA • Jessup, PA • Columbia, MD • Marlton, NJ



# ARM Group LLC

Engineers and Scientists

<b>2024 SUPPLY LIST</b>	
<b>DESCRIPTION</b>	<b>PRICE</b>
Alconox Packets (each)	\$2.50
3" Manual Water Bailer (each)	\$14.00
1/2" Bailer (each)	\$7.00
3/4" Bailer (each)	\$9.75
1 1/2" Bailer (each)	\$9.75
Bailer Rope (foot)	\$0.06
5 Gallon Bucket (each)	\$8.35
Deionized Water (gallon)	\$11.00
Disposable Derma Gloves (box)	\$55.00
Disposable Respirator (each)	\$15.00
Ear Plugs (pair)	\$0.33
Encore Sampler (each)	\$14.00
Tedlar Bags (each)	\$12.80
Face Shields (each)	\$17.85
Granular Benseal Bag (each)	\$33.00
Pea Gravel Bag (each)	\$5.95
Hole Plug Chips Bag (each)	\$29.90
.45 Micron Inline Filter (each)	\$21.95
Barrel Filter (each)	\$4.90
Marking Paint - Orange, Blue, White (each)	\$12.25
Orange Flagging (roll)	\$3.00
Overboot (pair)	\$16.80
Padlocks (each)	\$13.00
Long Shank Padlocks (each)	\$14.90
Pin Flags - Hot Pink, Orange (each)	\$0.25
3' Pin Flags (each)	\$0.28
1/4" Polyflow Tubing (foot)	\$0.30
3/8" Polyflow Tubing (foot)	\$0.38
1/2" Polyflow Tubing (foot)	\$0.60
Safety Glasses (each)	\$9.00
Survey Ribbon (roll)	\$2.70
Tyvek Suits (each)	\$23.00
24" Wooden Stakes (each)	\$0.90
48" Wooden Stakes (each)	\$1.50
#0 Dry Sand (each)	\$17.00
1/4" Silicon Tubing (foot)	\$1.75
3/8" Silicon Tubing (foot)	\$2.90
1/2" Silicon Tubing (foot)	\$3.00
Mason Jars (each)	\$0.90
4 oz. Sample Jars (each)	\$3.80
40 ml. Vials (each)	\$0.70
4" x 6" Manhole (each)	\$54.50
6" x 6" Manhole (each)	\$74.75
8" x 12" Manhole (each)	\$92.00
1" & 2" Locking Compression Plug (each)	\$9.20
4" Locking Compression Plug (each)	\$11.50
Closed Top Drum (each)	\$101.20
1 1/2" Sump Sock (each)	\$6.80
Shelby Tubes (each)	\$19.50

PRECISE. RESPONSIVE. SOLUTIONS.

Hershey, PA • State College, PA • Canonsburg, PA • Lehigh Valley, PA • Jessup, PA • Columbia, MD • Marlton, NJ