

# FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS

## FINANCE DEPARTMENT, PROCUREMENT DIVISION

320 Hospital Drive Ste. 23

Warrenton, Virginia 20186

Phone: (540) 422-8348

Fax: (540) 422-8355

### NOTICE OF CONTRACT RENEWAL

1. DATE: August 29, 2023
2. COMMODITY NAME: Hydrogeological Consulting and Support Services
3. CONTRACT NUMBER: 36-17smc (see specific contract #'s for each, below)
4. CONTRACT PERIOD: February 8, 2021 through February 7, 2022
5. Current Contract Period: September 1, 2023 through August 31, 2024  
Extension—12 months
6. Extension Period: **September 1, 2023 through August 31, 2024**  
**Contract extended on a 12 month period**
7. Renewals: No further renewals remaining
8. AWARDED FIRMS:
  - Contract # APEX-36-17smc*  
Apex Companies, LLC  
15850 Crabbs Branch Way, Suite 200  
Rockville, MD 20855-2610  
E-mail: [aheller@apexc.com](mailto:aheller@apexc.com) Andrea Heller
  - Contract # CARDNO-36-17smc* (Contract not extended at this time  
Cardno Pending Consultant signature)  
10988 Richardson Road  
Ashland, VA 23005 (Texas remit. address in Bright)  
E-mail: [Jason.early@cardno.com](mailto:Jason.early@cardno.com)
  - Contract # EGGI-36-17smc*  
Emery & Garrett Groundwater Investigations, LLC  
A Division of GZA, 56 Main Street, PO Box 1578  
Meredith, NH 03253  
E-mail: [james.emery@gza.com](mailto:james.emery@gza.com) James Emery  
[Rebecca.kalgren@gza.com](mailto:Rebecca.kalgren@gza.com) Rebecca Kalgren
7. TERMS: Net 45
8. FOR FURTHER INFORMATION CONTACT: Kathy H. Stanley, CPP, CPPB, CPS  
Procurement Officer III

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.

## INSTRUCTIONS

Orders: All Using Departments must order services listed by issuing a Purchase Orders per the Procurement Procedures Manual, after following the instructions below.

### **PROJECT ORDERS AND PROCEDURES FOR ORDERING SERVICES FOR HYDROGEOLOGICAL CONSULTING AND SUPPORT 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 (pricing shall be based on the attached hourly fee schedule).

Hourly Rate Project Orders: When the scope of services involves work of such nature that the selected 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**

The Using Department will request a lump sum fee or hourly rate proposal for each Project from the selected Firm. If required and at selected Firm's expense, they shall visit the site; they shall then prepare a detailed proposal for accomplishing the services. The selected 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.

Any Firm under this contract 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(s) assume 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 a formal RFP or use other appropriate procurement methods to secure services depending on the dollar value of the project; this agreement is for use on an as-required basis, only and is not a guarantee of any workload or project volume.

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.

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. Approval of the Firm's invoice is the responsibility of the receiving Using Department.

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.

Renewals: As stated on the face of this notice and in the original solicitation and resulting contract, no renewals remain on this contract. The Procurement Division will issue a new solicitation, with permission of and input from Using Departments, approximately 90 days prior to the expiration of that contract term. The CPI-U, Other Services index is the basis for any fee adjustments at the time of renewal.

Work Products in Electronic Format: The Owner requires any and all work products produced from this contract to be provided in electronic version (i.e. flash drive or CD) in addition to any hard copy reports or deliverables provided, as a condition of this contract.

Use of Contract by Other Jurisdictions: As allowed in Section 2.2-4304, Code of Virginia, other public bodies may purchase from this contract with the authorization of the awarded Firm, since the "Use of Contract by Other Political Jurisdictions" clause was contained in the original solicitation (reference page 15, Item 40, of RFP 36-17sm). A copy of the original RFP and any other pertinent information may be obtained by contacting the Procurement Manager for assistance and reference.

**Apex Companies LLC**  
**RFP 36-17sm, Hydrogeological Consulting and Support Services**  
**Fee Schedule**

Name	Prime Consultant	Labor Category	2023-2024 Rates
Andrea Heller	Apex	Program Manager	\$202.65
Austin Belew	Apex	Technician III	\$84.44
Ben Nachman	Apex	Technician II	\$78.81
Carolyn Pitera	Apex	Sr. Project Manager	\$168.88
Chase Bell	Apex	Technician III	\$84.44
Chris Cheatham	Apex	Sr. Project Manager	\$168.88
Chris Weaver	Apex	Project Manager	\$152.00
Chris Willett	Apex	Project Manager	\$152.00
Coalter Hollberg	Apex	Scientist/Geologist/Hydrogeologist I	\$95.70
Craig Richardson	Apex	Scientist/Geologist/Hydrogeologist II	\$106.96
Donald Smith	Apex	Project Manager	\$152.00
Drew Legault	Apex	Technician 1	\$73.19
Garret Moody	Apex	Technician II	\$78.81
Gavin Kitchens	Apex	Project Manager	\$152.00
Grace Nottingham	Apex	Sr. Scientist/Geologist/Hydrogeologist	\$135.11
Harold Cruz	Apex	Technician 1	\$73.19
Henry Osborn	Apex	Superintendent	\$112.59
Jennifer Malloy	Apex	Admin Support	\$78.81
John Strecker	Apex	Program Manager	\$202.65
Jonathan Culpepper	Apex	Sr. Scientist/Geologist/Hydrogeologist	\$135.11
Kyle Rivero	Apex	Technician I	\$73.19
Mark Ryland	Apex	Project Manager	\$152.00
Matt Fraioli	Apex	Scientist/Geologist/Hydrogeologist I	\$95.70
Michael Belew	Apex	Superintendent	\$112.59
Michael Costa	Apex	Technician II	\$78.81
Michael May	Apex	Sr. Scientist/Geologist/Hydrogeologist	\$135.11
Paul Cole	Apex	Project Manager	\$152.00
Philip Atkins	Apex	Sr. Project Manager	\$168.88
Scott Johnson	Apex	Sr. Project Manager	\$168.88
Shelby Baumer	Apex	Technician I	\$73.19
Stephen Long	Apex	Technician II	\$78.81

Name	Sub-Consultant	Labor Category	2023-2024 Rates
Ignatius Mutoti	Retaw	Senior Associate Engineer (Ph.D, PE)	\$198.15
Mitul Patel	Retaw	Project Engineer	\$142.43
Cecil McNair	Retaw	Senior Designer	\$123.84
Phillip Bwanya	Retaw	CAD Technician	\$111.46
Gertrude Mutoti	Retaw	Clerical	\$80.51
Kevin Nelson	Gordon	Survey Director	\$253.24
Stanley Heiser	Gordon	Project Director	\$229.12
Wayne Foard	Gordon	Project Director	\$229.12
Gayle Swank	Gordon	Survey Field Coordinator	\$180.88
David Price	Gordon	Senior Project Surveyor	\$156.76
Doug Crowley	Gordon	Senior Project Surveyor	\$156.76
German Ramos II	Gordon	Senior Survey Computer	\$144.71
Chris Rogers	Gordon	Senior Survey Computer	\$144.71
Jamie Polanco	Gordon	Survey Computer	\$132.65
Larissa Shiflett	Gordon	Administrative	\$90.44
Alan Stevens	Gordon	Survey Field Crew – (2-person crew)	\$211.03
Danys Orellana	Gordon		
Ever Turcios Alvarenga	Gordon		
Jim Atkins	Gordon		
Johnny Longerbeam	Gordon		
Lee Richie	Gordon		
Nicholas Kiernan	Gordon		
Ray Teel	Gordon		
Ron Gagne	Gordon		
Sean Madden	Gordon		
Zachary Johnston	Gordon		
Alan Stevens	Gordon	Survey Field Leader	\$144.71
Danys Orellana	Gordon		
Ever Turcios Alvarenga	Gordon		
Jim Atkins	Gordon		
Johnny Longerbeam	Gordon		
Lee Richie	Gordon		
Nicholas Kiernan	Gordon		
Ray Teel	Gordon		
Ron Gagne	Gordon		
Sean Madden	Gordon		
Zachary Johnston	Gordon		

Equipment Name	Unit	2023-2024 Rates
Benzene Meter (UltraRae3000)	Day	\$40.00
GPS Unit (Handheld)	Day	\$20.00
GPS Unit (Trimble)	Day	\$125.00
Hammer Drill	Day	\$25.00
Hand Auger	Day	\$20.00
Interface Probe	Day	\$30.00
Multi-Gas Meter	Day	\$40.00
Moisture Meter	Day	\$35.00
Peristaltic Pump	Day	\$40.00
Photoionization Detector (PID)	Day	\$50.00
Pressure Washer	Day	\$30.00
B&W Prints, 8.5x11	Each	\$0.05
Color Prints, 8.5x11	Each	\$0.60
Q-Rae Meter	Day	\$45.00
Skid steer loader	Day	\$300.00
Transducer, non-vented, up to 100 ft	Day	\$15.00
Transducer, non-vented, up to 100 ft	Month	\$100.00
Transducer, non-vented, up to 100 ft	Week	\$35.00
Weed wacker	Day	\$35.00
Water Level Probe	Day	\$30.00
Mileage (car, light truck)*	Mile	\$0.64
Work Truck (full-size truck, 4x4, utility)	Day	\$100.00

***Emery & Garrett Groundwater Investigations,  
A Division of GZA***

*P.O. Box 1578 · 56 Main Street  
Meredith, New Hampshire 03253*

*(603) 279-4425 (office)*

*www.eggi.com*

*(603) 279-8717 (fax)*

**HYDROGEOLOGICAL CONSULTING AND SUPPORT SERVICES**

**RFP 36-17sm**

**FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS  
PROCUREMENT DIVISION**

**FEE SCHEDULE – February 2021-February 2022**

<b>EMERY &amp; GARRETT GROUNDWATER SELECTED PERSONNEL</b>	<b>2021-2022 RATE</b>
Principal	\$210
Senior Scientist (Ph.D. or M.S.)	\$175
Scientist	\$135
Technician	\$90
Secretary	\$48

<b>EMERY &amp; GARRETT GROUNDWATER DIRECT EXPENSES</b>	<b>2021-2022 RATE</b>
Photocopying	B/W 8.5 x 11 = \$.12/page Color 8.5 x 11 = \$.35/page Color 11 x 17 = \$.50/page
Mileage	\$.56/mile
Mark-up on Subcontractors	8 %

<b>DEWBERRY CONSULTANTS LLC</b>	<b>2021-2022 RATE</b>
Principal	\$220
Senior Project Engineer	\$167
Project Engineer	\$143
Engineer	\$101
Professional Licensed Surveyor	\$187