

FAUQUIER COUNTY GOVERNMENT AND PUBLIC SCHOOLS
FINANCE DEPARTMENT
PROCUREMENT DIVISION
320 Hospital Dr. Ste. 23
Warrenton, Virginia 20186
Phone: (540) 428-8713 Fax: (540) 347-5753

NOTICE OF CONTRACT RENEWAL

DATE: March 31, 2009
COMMODITY NAME: Information Technology Consulting Services
CONTRACT NUMBER: 55-07C
SUPERSEDES: 53-05re
CONTRACT PERIOD: April 1, 2009 to March 31, 2010
RENEWAL OPTIONS: Two (2) additional one-year periods
CONSULTANT(s):

AAC, Inc. P: 703-918-6300
Attn: Bruce Rhinehart rhinehart_bruce@aac.com
8470 Tyco Road F: 703-918-6305
Vienna, VA 22182 Vendor # 641655

AGR Premier Consulting, Inc. P: 412-279-0279
Attn: Alexandra McElroy C: 412-523-3640
2362 Hilltop Road F: 412-279-0311
Presto, PA 15142 Vendor # 643180

Advanced Software System, Inc. P: 703-852-8406
Attn: Saju Varghese saju@assyst.net
7915 Jones Branch Drive F: 703-852-8400
McLean VA 22102 Vendor #641373

Apptis Technology Solutions P: 703-229-4080
Attn: Darren Hannam Darren.hannam@apptis.com
4800 Westfields Blvd F: 301-322-4557
Chantilly, VA 20151 Vendor# 644786

Avanco International, Inc. P: 703-749-7749
Attn: Raymond Boehling, Jr. rayb@avanco.com
1751 Pinnacle Dr., Suite 425 F: 703-749-1866
McLean, VA 22102 Vendor # 643181

Digicon Corporation
Attn: Mike Laur
9601 Blackwell Rd, Suite 250
Rockville, Maryland 20850

P: 301-721-6338
mlaur@digicon.com
F: 301-869-8081
Vendor #641376

Electronic Systems
Attn: Gilbert Taylor
10486 Lakeridge Parkway, Suite 1000
Ashland, VA 23005

P: 804-412-4415
Gilbert Taylor@esi.net
F: 804-550-0680
Vendor #641377

F-1 Computer Solutions, Inc.
Attn: Mary Lieb
20 Ashby Street
Warrenton, VA 20186

P: 540-349-5370
Mary@f1computersolutions.com
F: 540-349-5370
Vendor #637239

Insystech, Inc
7064 Infantry Ridge Road
Manassas, VA 20109

P: 703-530-8951
F: 703-530-9741
Vendor #639274

MillenniumSoft, Inc.
8301 Arlington Blvd., Ste. 504
Fairfax, VA 22031

P: 703-955-3489
F: 703-698-9233
Vendor # 643185

Networking Technologies & Support
Attn: Stan Neil
14421 Justice Rd
Midlothian, VA 23113

P: 804-379-1800
Sneil@thinknts.com
F: 804-379-3414
Vendor # 641380

Susquehanna Technologies
Attn: Michael Steadman
PO Box 825
Winchester, VA 22604

P: 540-665-3437
mikes@susqtech.com
F: 540-722-9547
Vendor # 643048

SyCom Technologies
Attn: David D'Surney
7204 Glen Forest Dr.
Richmond, VA 23226

P: 804-474-5211
ddsurney@sycomtech.com
F: 804-262-5157
Vendor # 640887

CAS Severn, Inc.
Attn: Stephanie Rudy
6201 Chevy Chase Dr.
Laurel, MD 20707

P: 301-776-3400
Srudy@cassevern.com
F: 301-776-3444
Vendor # 643300

Sceptre Security Solutions
Attn: Jason Ohs
656 Belmont Bay Dr.
Woodbridge, VA 22191

P: 703-652-3061
F: 703-870-7888
Vendor # 643341

TERMS: Net 45 days

DELIVERY: As Needed

FOR FURTHER INFORMATION CONTACT: Kathie Haggerty, Senior Buyer
Phone: 540-428-8714

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.

By: *Kathie Haggerty*
Kathie Haggerty, CPPB, VCCO

1. Orders: All Using Departments must order services listed by issuing a Purchase Order 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) 428-8717 or 8720.

PROJECT ORDERS AND PROCEDURES FOR ORDERING SERVICES FOR INFORMATION TECHNOLOGY CONSULTING 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 Consultant cannot reasonably estimate the time which would be required to provide the services, the Using Department may authorize an Hourly Rate Purchase Order 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 Consultant shall submit detailed time records, documentation for other expenses, and such other evidence as the Using Department may require to support the Consultant'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 Consultant. At the Consultant's expense, the Consultant shall visit the site, if required, and prepare a detailed proposal for accomplishing the services. The Consultant shall determine feasibility of the proposed budget at this time. The Consultant shall prepare a detailed lump sum or hourly rate (as applicable) fee proposal for accomplishing the services.

Each Project Order will be reviewed and approved in writing by the Owner prior to the Consultant initiating any work. If any Project Order appears indefinite, unclear or contradictory, the Consultant shall consult with the Owner's representative for interpretation and clarification prior to the Consultant's commencement of work on that Project Order. The Consultant shall be responsible for conveying the interpretation and /or clarification of any Project Order to its employees, agents or subcontractors or sub-Consultants. Consultant shall be responsible for any work not expressly set out in any Project Order but which may be reasonable implied for proper completion of the Project Order. If the Owner requires the Consultant's attendance at multiple meetings on site, the Owner will convey this with their project order.

The Using Department will evaluate the Consultant's fee proposal and may negotiate a suitable lump sum fee or a "not to exceed" amount with the Consultant. 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 Consultant to proceed with the appropriate phase of the work. All purchase orders shall incorporate by reference the terms of this agreement.

The Consultant shall not perform any work that has not been authorized by a written purchase order (or change order) executed by the Procurement Division. The Consultant 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 Information Technology Consultant based on its evaluation of each Consultant'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.

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 Consultant 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. The applicable contract number, vendor number, estimated total dollar amount (can be done as a "Not to exceed" estimated figure), contact person with phone number, and billing/delivery address must be shown on each purchase order for Finance & Consultant use.

3. Inspection on delivery/service and approval of contractor'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 Consultant shall be reported to the Procurement Division for handling with the Consultant. 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, four (4) one-year terms remain on this contract. The decision as to whether to exercise the renewal option will be made by the contract officer, with input requested from the using departments, approximately sixty days in advance of the expiration date of the current term.
6. Price Adjustments: Contract prices shall remain firm for the award year. Prices may be negotiated only at the time of renewal. The contract officer must approve all price increases. Contract users will be sent notification of contract change from the Procurement office as official notification of such changes, if approved.
7. Evaluation of Services: At the conclusion of any project performed under this contract or periodically throughout the project, the Using Department is requested to complete the attached Evaluation Form and return to the Procurement Division. This will be kept in the contract file for renewal and contract performance purposes.
8. The Consultant's services shall be considered complete upon satisfactory completion and acceptance by the Owner's Representative of the services outlined in the Project Order.

**FEE SCHEDULE, Contract # 55-07C
AAC. Inc.**

CATEGORY	Hourly Rate - Senior	Hourly Rate - Intermediate
Network Security Engineer	\$160.00	\$ 140.00
SW/App Security Engineer	\$150.00	\$135.00
DR Engineer	\$160.00	\$140.00
Network Administrator	\$150.00	\$135.00
Computer Technician	\$100.00	\$75.00
AV Technician	\$115.00	\$90.00
Network Engineer	\$175.00	\$150.00
Microsoft Systems Engineer	\$150.00	\$135.00
Project Manager	\$150.00	
Project Coordinator	\$100.00	

FEE SCHEDULE, Contract # 55-07C
AGR Premier Consulting, Inc.

SCOPE OF SERVICE	HOURLY RATE
Web Developer	\$50.00
Database Architect	\$60.00
Network Security Support	\$65.00
Software/Application Security Support	\$59.00
Network Administrator	\$65.00
Computer Technician	\$20.00
Network Engineer	\$65.00
Microsoft Systems Engineer	\$65.00

FEE SCHEDULE, Contract # 55-07C
Advanced Software System, Inc.

	HOURLY RATE
Web Developer	\$78.00
Database Architect	\$95.00
Network Security Support	\$75.00
Software/Application Security Support	\$62.00
Disaster Recovery/Contingency Planning Support	\$60.00
Network Administrator	\$78.00
Computer Technician	\$45.00
Network Engineer	\$65.00
Microsoft Systems Engineer	\$70.00

FEE SCHEDULE, Contract # 55-07C
Apptis, Technology Solutions, LLC

SCOPE OF SERVICES	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer		\$134.00
Data Base Architect		\$190.00
Network Security Support	\$169.00	\$199.00
Software/Application Security Support		\$169.00
Disaster Recovery/Contingency Planning Support	\$155.00	\$239.00
Network Administrator	\$127.00	
AV Technician		\$148.00
Network Engineer	\$121.00	\$169.00
Microsoft Systems Engineer	\$121.00	\$169.00

All Categories require a 4 hour minimum per day for on-site support services.

**FEE SCHEDULE, Contract # 55-07C
Avanco International, Inc.**

SCOPE OF SERVICE	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer	\$85.00	\$115.00
Data Base Architect	\$94.00	\$135.00
Network Security Support	\$99.00	\$125.00
Software/Application Security Support	\$103.00	\$131.00
Disaster Recovery/Contingency Planning Support	\$87.00	\$121.00
Network Administrator	\$78.00	\$107.00
Computer Technician	\$54.00	\$82.00
AV Technician	\$75.00	\$95.00
Network Engineer	\$96.00	\$129.00
Microsoft Systems Engineer	\$89.00	\$117.00

**FEE SCHEDULE, Contract # 55-07C
DIGICON CORPORATION**

SCOPE OF SERVICE	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer	\$111.39	\$130.49
Database Architect	\$108.21	\$123.06
Network Security Support	\$134.73	\$153.83
Software/Application Security Support	\$93.36	\$109.27
Disaster Recovery/Contingency Planning Support	\$116.70	\$137.92
Network Administrator	\$79.57	\$103.97
Computer Technician	\$53.05	\$81.69
Network Engineer	\$110.33	\$143.22
Microsoft Systems Engineer	\$93.36	\$116.70
Project Manager	\$127.31	\$143.23
Business Process Analyst	\$122.00	\$137.92
QA/Test Analyst	\$79.57	\$94.42
Documentation Specialist	\$76.38	\$89.12
Training Specialist	\$86.99	\$100.79
Software Architect	\$131.55	\$143.22

**FEE SCHEDULE, Contract # 55-07C
Electronic Systems**

SCOPE OF SERVICE	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Network Security Support	\$250.00 1 st hour \$125.00 additional hrs	\$250.00 1 st hour \$137.50 additional hrs
Software/Application Security Support	\$250.00 1 st hour \$125.00 additional hrs	\$260.00 1 st hour \$137.50 additional hrs
Disaster Recover/Contingency Planning Support	\$250.00 1 st hour \$125.00 additional hrs	\$260.00 1 st hour \$137.50 additional hrs
Network Administrator	\$225.00 1 st hour \$110.00 additional hrs	\$250.00 1 st hour \$125.00 additional hrs
Network Engineer	\$225.00 1 st hour \$110.00 additional hrs	\$250.00 1 st hour \$125.00 additional hrs
Microsoft Systems Engineer	\$225.00 1 st hour \$110.00 additional hrs	\$250.00 1 st hour \$125.00 additional hrs

Additional Services:

Full Management:

User Count – Change per user - \$15.00/monthly cost
Servers - \$105.00/monthly cost
Firewalls - \$85.00/monthly cost
Routers - \$65.00/monthly cost
Switches - \$65.00/monthly cost
Network Connected UPS - \$65.00/monthly cost

Patch Services:

Servers - \$25.00/monthly cost

Technician Charges:

Install Assist Hrly Labor - \$45.00
Install Technician Hrly Labor - \$55.00
Desktop Service Tech Hrly Labor - \$75.00
Desktop Service Engineer Hrly Labor - \$95.00
Sr. Desktop Service Engineer Hrly Labor - \$115.00

One hour minimum applies. ESI will offer a reduction in hourly rates when large projects or “staff augmentation” is required.

**FEE SCHEDULE, Contract # 55-07C
F-1 Computer Solutions, Inc.**

SCOPE OF SERVICE	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer	\$74.63 1 st contract year \$76.87 – 2 nd year \$79.17 – 3 rd year \$81.55 – 4 th year \$84.00 – 5 th year	\$82.36 1 st contract year \$84.83 – 2 nd year \$87.38 – 3 rd year \$90.00 – 4 th year \$92.70 – 5 th year
Database Architect	\$74.63 – 1 st contract year \$76.87 – 2 nd year \$79.17 – 3 rd year \$81.55 – 4 th year \$84.00 – 5 th year	\$82.36 1 st contract year \$84.83 – 2 nd year \$87.38 – 3 rd year \$90.00 – 4 th year \$92.70 – 5 th year
Network Security Support		\$112.63-1 st contract yr \$116.01 – 2 nd year \$119.49 – 3 rd year \$123.07 – 4 th year \$126.77 – 5 th year
Software/Application Security		\$112.63-1 st contract yr \$116.01 – 2 nd year \$119.49 – 3 rd year \$123.07 – 4 th year \$126.77 – 5 th year
Disaster Recovery/Contingency Planning	\$103.33-1 st contract yr \$106.43 – 2 nd year \$109.62 – 3 rd year \$112.91 – 4 th year \$116.30 – 5 th year	\$112.63-1 st contract yr \$116.01 – 2 nd year \$119.49 – 3 rd year \$123.07 – 4 th year \$126.77 – 5 th year
Network Administrator	\$85.55 – 1 st contract year \$88.12 – 2 nd year \$90.76 – 3 rd year \$93.48 – 4 th year \$96.29 – 5 th year	\$93.41-1 st contract yr \$96.21 – 2 nd year \$99.10 – 3 rd year \$102.07 – 4 th year \$105.13 – 5 th year
Computer Technician	\$46.63-1 st contract year \$48.03 – 2 nd year \$49.47 – 3 rd year \$50.95 – 4 th year \$52.48 – 5 th year	\$51.04-1 st contract yr \$52.57 – 2 nd year \$54.15 – 3 rd year \$55.77 – 4 th year \$57.45 – 5 th year
Network Engineer	\$98.08-1 st contract year \$101.02 – 2 nd year \$104.05 – 3 rd year \$107.17 – 4 th year \$110.39 – 5 th year	\$109.62-1 st contract yr \$112.91 – 2 nd year \$116.30 – 3 rd year \$119.78 – 4 th year \$123.38 – 5 th year
Microsoft Systems Engineer	\$98.08-1 st contract year \$101.02 – 2 nd year \$104.05 – 3 rd year \$107.17 – 4 th year \$110.39 – 5 th year	\$109.62-1 st contract yr \$112.91 – 2 nd year \$116.30 – 3 rd year \$119.78 – 4 th year \$123.38 – 5 th year

**FEE SCHEDULE, Contract # 55-07C
INSYTECH**

SCOPE OF SERVICES	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer	\$87.80	\$104.40
Data Base Architect	\$93.50	\$119.60
Network Security Support	\$87.80	\$104.40
Network Administrator	\$87.80	\$104.40
Network Engineer	\$87.80	\$104.40
Microsoft Systems Engineer	\$87.80	\$104.40

If project is 160 or more hours a lower monthly hourly rate will apply and if project is 500 or more hours an even lower quarterly rate will apply for specific labor categories.

**FEE SCHEDULE, Contract # 55-07C
MILLENNIUMSOFT, INC.**

SCOPE OF SERVICE	HOURLY RATE JUNIOR LEVEL	HOURLY RATE SENIOR LEVEL
Web Developer	\$65.00	\$75.00
Database Architect	\$65.00	\$90.00
Network Security Support	\$65.00	\$75.00
Software/Application Security Support	\$65.00	\$80.00
Disaster Recovery/Contingency Planning Support	\$55.00	\$65.00
Network Administrator	\$55.00	\$65.00
Computer Technician	\$17.00	\$25.00
AV Technician	\$25.00	\$45.00
Network Engineer	\$45.00	\$65.00
Microsoft Systems Engineer	\$35.00	\$65.00

**FEE SCHEDULE, Contract # 55-07C
NETWORKING TECHNOLOGIES AND SUPPORT, INC.**

SCOPE OF SERVICE	STANDARD HOURLY RATES
Web Developer	\$110.00
Senior Web Architect	\$130.00
Database Architect	\$165.00
Field Technician	\$85.00
Network Security Support	\$125.00
Software/Application Security Support	\$135.00
Disaster Recovery/Contingency Planning Support	\$165.00
Desktop Support Engineer	\$75.00
Network Administrator	\$95.00
Network Engineer (Microsoft)	\$135.00
Messaging and Collaboration Engineer	\$145.00
Data Communication Engineer	\$185.00
Senior Network Consultant	\$165.00
Project Manager (Integration)	\$165.00
Network Security Support	\$185.00
AV Technician	\$85.00

Lower rates will apply for long term projects.

FEE SCHEDULE, Contract # 55-07C
Sceptre Security Solutions

SCOPE OF SERVICE	HOURLY RATE
Senior Security Engineer	\$115.00
Senior Disaster Recovery/Contingency Planning Engineer	\$105.00
Senior Network Engineer	\$110.00

Travel time to and from NineYards home office in Chantilly, VA will be billed at ½ the hourly rate.

FEE SCHEDULE, Contract # 55-07C
SUSQUEHANNA TECHNOLOGIES

SCOPE OF SERVICES	HOURLY RATE
Web Developer	\$170.00
Database Architect	\$175.00
Microsoft Systems Engineer	\$175.00

FEE SCHEDULE, Contract # 55-07C
SYCOM TECHNOLOGIES

SCOPE OF SERVICE	HOURLY RATE INTERMEDIATE LEVEL	HOURLY RATE SENIOR LEVEL
Network Security Support	\$130.00	\$165.00
Disaster Recovery/Contingency Planning Support	\$130.00	\$155.00
Network Administrator	\$110.00	\$130.00
Computer Technician	\$75.00	\$95.00
Network Engineer	\$130.00	\$150.00
Microsoft Systems Engineer	\$125.00	\$150.00

**FEE SCHEDULE, Contract # 55-07C
CAS SEVERN, INC.**

SCOPE OF SERVICE	HOURLY RATE
Application Development & Software Integration	
Sr. Associate	\$120.00
Consultant/Project Manager	\$150.00
Consulting Subject Matter Expert	\$195.00
IT Staff Augmentation	
Sr. Associate	\$109.00
Consultant/Project Manager	\$124.00
Subject Matter Expert	\$145.00
Consulting Subject Matter Expert	\$176.00
Systems & Storage Management	
Engineer	\$125.00
Sr. Engineer/Project Manager	\$155.00
Subject Matter Expert	\$180.00
Consulting Subject Matter Expert	\$210.00
Enterprise Process & Content Mgmt	
Subject Matter Expert/Project Manager	\$185.00
Consulting Subject Matter Expert	\$205.00
Sr. Consulting Subject Matter Expert	\$232.00
Data Center & IT Consulting	
Consultant	\$127.00
Senior Consultant	\$200.00
Senior Consulting Subject Matter Expert	\$245.00

CONTRACT EVALUATION

Date: _____

Return To: **Kathie Haggerty, Procurement Division, 428-8714**

The Fauquier County Government and Public Schools Procurement Division is requesting that Using Departments complete this form either periodically or upon completion of any project under Contract #55-07C Information Technology Consulting Services

Please complete this questionnaire and return it along with any supplemental comments or suggestions.

Firm Name: _____

Project Description: _____

RATE CONTRACTOR’S PERFORMANCE ON A SCALE OF 1 TO 5 (by circling).

- 1. Overall Evaluation: (Unsatisfactory) 1 2 3 4 5 (Satisfactory)
- 2. Performance (Late/Early) 1 2 3 4 5 (On Time)
- 3. Quality of Services (Unacceptable) 1 2 3 4 5 (Acceptable)
- 4. Number of Complaints (High) 1 2 3 4 5 (Low)
- 5. Firm’s Responsiveness to requests to correct deficiencies: (Non-responsive) 1 2 3 4 5 (prompt corrective action)

If complaints have been registered, please explain (or attach documentation) :

Return to: Kathie Haggerty, CPPB, VCCO
Procurement Division
320 Hospital Dr., Suite 23
Warrenton, VA 20186
Fax: (540) 347-5753
E-mail: kathie.haggerty@fauquiercounty.gov

Form completed by:

Name

Title

Agency Name

Date
