



ARLINGTON COUNTY, VIRGINIA
OFFICE OF THE PURCHASING AGENT
2100 CLARENDON BOULEVARD, SUITE 500
ARLINGTON, VIRGINIA 22201

CONTRACT AWARD COVERPAGE

TO: PARABON NANOLABS, INC.	DATE ISSUED: 10/24/2023
11260 ROGER BACON DRIVE, SUITE 406	CONTRACT NO: 24-POL-SS-219
RESTON, VIRGINIA 20190-5203	CONTRACT TITLE: DNA ANALYSIS SERVICES

THIS IS A NOTICE OF AWARD OF CONTRACT AND NOT AN ORDER. NO WORK IS AUTHORIZED UNTIL THE VENDOR RECEIVES A VALID COUNTY PURCHASE ORDER ENCUMBERING CONTRACT FUNDS.

The contract documents consist of the terms and conditions of AGREEMENT No. 24-POL-SS-219, including any attachments or amendments thereto.

EFFECTIVE DATE: OCTOBER 24, 2023
EXPIRES: OCTOBER 24, 2025
RENEWALS: THERE ARE NO RENEWALS AVAILABLE
COMMODITY CODE(S): 96140
LIVING WAGE: N

ATTACHMENTS:
AGREEMENT No. 24-POL-SS-219

EMPLOYEES NOT TO BENEFIT:
NO COUNTY EMPLOYEE SHALL RECEIVE ANY SHARE OR BENEFIT OF THIS CONTRACT NOT AVAILABLE TO THE GENERAL PUBLIC.

<u>VENDOR CONTACT:</u> PAULA GAWTHORP-ARMENTROUT	<u>VENDOR TEL. NO.:</u> (703) 689-9689 x250
<u>EMAIL ADDRESS:</u> PAULA@PARABON.COM	
<u>COUNTY CONTACT:</u> CAPTAIN ROWLING	<u>COUNTY TEL. NO.:</u> (703) 228-4158
<u>COUNTY CONTACT EMAIL:</u> MROWLI@ARLINGTONVA.US	

PURCHASING DIVISION AUTHORIZATION

Kaylin Schreiber Title: Procurement Officer Date: 8/30/2023



ARLINGTON COUNTY, VIRGINIA
STANDARD FORM AGREEMENT No. 24-POL-SS-219

THIS AGREEMENT ("Agreement") is made on 10/24/2023 by the County between the **COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA** ("County") and **PARABON NANOLABS, INC.**, with a principal place of business located at 11260 Roger Bacon Drive, Suite 406, Reston, VA 20190-5203 ("Contractor").

1. The Contractor agrees to provide the Snapshot[®] Advanced DNA Analysis Services ("Services") which includes the following, as detailed in Exhibit A:
 - i. DNA Processing
 - ii. Genetic Genealogy (GG)
 - iii. Advanced DNA Phenotyping & Kinship Inference
 - iv. Phenotyping Forensic Art Options
 - v. Phenotyping Facial Reconstruction Forensic Art Options
2. By requesting or ordering Services under this Contract, the County acknowledges the following: (1) the County and its representatives conducting casework are responsible for knowing and complying with any applicable laws pertaining to the use of DNA for the following forensic purposes: genetic genealogy, kinship inference, and phenotyping; and (2) the products resulting from the services are strictly limited to the DNA raw data file and reports in PDF format for genetic genealogy, kinship inference, and phenotyping (collectively "Materials"). If a raw data file is released to the County, the County agrees to complete a separate release form and adhere to applicable local, state and federal laws that govern the use of investigative genetic genealogical DNA analysis and the handling of raw data files and/or genealogical database kits.
3. The County will have no obligation to the Contractor if no services are required.
4. The Contractor's provision of these services is subject to review and approval by the County's Project Officer.
5. The Contractor shall provide services covered by the Contract beginning on the day of execution by both parties. Unless terminated as provided below, the Agreement shall continue until October 24, 2025.
6. The County will pay the Contractor, for services that the Project Officer accepts, in accordance with the fee set forth in Exhibit A "Price List" of this Contract. The Contractor shall invoice the County upon completion of all work associated with each DNA sample. Each invoice must certify that the invoice submitted is a true and accurate accounting of the work performed and goods and/or services provided and must be signed and attested to by the Contractor or authorized designee. The County will pay the Contractor net 45 days from receipt of a correct invoice that the Project Officer approves for payment.
7. The Contractor is an independent contractor, and the County will not withhold from the Contractor's compensation any federal or Virginia unemployment taxes, federal or Virginia income taxes, Social Security tax or any other amounts for benefits to the Contractor or its agents or employees.
8. The Contractor is obligated to take one of the two following actions within seven (7) days after receipt

of amounts paid to the Contractor by the County for work performed by any subcontractor under this Agreement:

- a. Pay the subcontractor for the proportionate share of the total payment received from the County attributable to the work performed by the subcontractor under this Agreement; or
- b. Notify the County and the subcontractor, in writing, of the Contractor's intention to withhold all or a part of the subcontractor's payment, with the reason for nonpayment.

The Contractor is obligated to pay interest to any subcontractor on all amounts owed by the Contractor to the subcontractor that remain unpaid after seven (7) days following receipt by the Contractor of payment from the County for work performed by the subcontractor under this Agreement, except for amounts withheld as allowed in section b., above. Unless otherwise provided under the terms of this Agreement, interest shall accrue at the rate of one percent (1%) per month.

The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements as those contained in this Agreement with respect to each lower-tier subcontractor.

The Contractor's obligation to pay an interest charge to a subcontractor pursuant to the above provisions may not be construed to be an obligation of the County. A Contract modification may not be made for the purpose of providing reimbursement for such interest charge. A cost reimbursement claim may not include any amount for reimbursement for such interest charge.

9. The County may terminate this Agreement by 30 days' written notice whenever the Purchasing Agent determines that termination is in the County's best interest. The Contractor will be entitled to receive compensation for all goods or services that the County accepted before the termination notice.
10. The County may terminate this Agreement by 48 hours' written notice if the Contractor fails to provide satisfactory goods or services, in the determination of the Project Officer. The notice will be effective upon receipt by the Contractor or three days after the County mails the notice, whichever is sooner. The Contractor will be entitled to receive compensation only for goods or services that the County accepted before the County mailed the notice. The Contractor will be liable to the County for all costs that the County incurs after the termination takes effect to complete the Work covered by the Contract, including delay costs and costs to repair or replace any unsatisfactory work. The County may deduct these costs from any amount that it owes the Contractor or require that the Contractor pay the costs on demand.
11. Time is of the essence and the Contractor agrees that failure to provide timely service will render this Agreement null and void.
12. The Contractor must provide a certificate of proof of the insurance coverages before the start of work:
 - Workers Compensation-Standard Virginia Workers Compensation Policy.
 - Commercial General Liability (CGL)- \$1,000,000 combined single limit with \$2,000,000 aggregate coverage to include Personal Injury, Completed Operations, Contractual Liability and, where applicable to the services, Products and Independent Contractors. "The County Board of Arlington County, Virginia, and its officers, employees and agents" must be additional named insureds on the CGL policy.
 - Automobile Bodily Injury and Property Damage Liability - \$500,000 Combined Single Limit (Owned, non-owned, or hired, as applicable)

- Professional Errors & Omissions - \$1,000,000 per occurrence.
- Additional Insured – The County, The County Board of Arlington County, Virginia, and its officers, elected and appointed officials, employees and agents must be listed as additional insureds on all policies except workers compensation, automobile liability, and professional liability; and the additional insured endorsement must be typed on the certificate or the certified policy, if requested, must so state. Coverage afforded under this paragraph shall be primary as respects to all named above.
- Cancellation - If there is a material change or reduction in or cancellation of any of the above coverages during the Contract Term, the Contractor must notify the Purchasing Agent immediately and must, with no lapse in coverage, obtain replacement coverage that is consistent with the terms of this Contract. Not having the required insurance throughout the Contract Term is grounds for termination of the Contract.
- Claims-Made Coverage - If Commercial General or other liability insurance purchased by the Contractor has been issued on a claims-made basis, the Contractor must comply with the following additional conditions. The limits of liability and the extensions to be included as described in the Insurance Checklist and/or the Agreement remain the same. The Contractor must either:
 - Provide Certificates of Insurance evidencing the claims-made coverages for a period of two years after final payment for the Contract or the end of the warranty period, whichever is greater, to ensure the coverage is in effect. Such certificates shall evidence a retroactive date, no later than the beginning of the Contractors or subcontractors' work under this contract,
 - or**
 - Purchase an extended (minimum two years or the end of the warranty period, whichever is greater) reporting period endorsement for the policy or policies in force during the term of this contract and evidence the purchase of this extended reporting period endorsement by means of a certificate of insurance or a copy of the endorsement itself.
- Contract Identification - All insurance certificates must state this Contract's number and title.

Contractual and other liability insurance provided under this Contract shall not contain a supervision, inspection or engineering services exclusion that would preclude the County from supervising or inspecting the project as to the end result. The Contractor shall assume all on-the-job responsibilities as to the control of persons directly employed by it and of the subcontractors and any persons employed by the subcontractor

The Contractor must disclose to the County the amount of any deductible or self-insurance component of any of the required policies. With the County's approval, the Contractor may satisfy its obligations under this section by self-insurance for all or any part of the insurance required, provided that the Contractor can demonstrate sufficient financial capacity. In order to do so, the Contractor must provide the County with its most recent actuarial report and a copy of its self-insurance resolution.

The County may request additional information to determine if the Contractor has the financial capacity to meet its obligations under a deductible and/or self-insured retention and may require a lower self-insured retention; that funds equal to the lower self-insured retention be placed in escrow; a certificate of self-insurance collateral; or another mechanism to guarantee the amount of the self-insurance and ensure protection for the County.

The County's acceptance or approval of any insurance will not relieve the Contractor from any liability or obligation imposed by the Contract Documents.

The Contractor is responsible for the Work and for all materials, tools, equipment, appliances and property used in connection with the Work. The Contractor assumes all risks for direct and indirect damage or injury to the property used or persons employed in connection with the Work and for of all damage or injury to any person or property, wherever located, resulting from any action, omission, commission or operation under the Contract or in connection in any way whatsoever with the Work. The Contractor's insurance shall be the primary non-contributory insurance for any work performed under this Contract.

Nothing contained in the specifications shall be construed as creating any contractual relationship between any subcontractor and the County. The Contractor is as fully responsible to the County for the acts and omissions of its subcontractors and of persons employed by them as it is for acts and omissions of persons whom the Contractor employs directly.

The Contractor shall require all subcontractors to maintain during the term of this agreement, Commercial General Liability insurance, Business Automobile Liability insurance, and Workers' Compensation and Employers' Liability insurance, in the same manner as specified for the Contractor. The Contractor shall furnish subcontractors' certificates of insurance to the County immediately upon request.

The Contractor shall be as fully responsible to the County for the acts and omissions of the subcontractors and of persons employed by them as it is for acts and omissions of persons directly employed by it.

13. The Contractor agrees as follows:

- a. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, sexual orientation, national origin, age, disability or on any other basis prohibited by Virginia or federal law and must post in this nondiscrimination clause in conspicuous places, available to employees and applicants for employment.
- b. The Contractor must state that it is an Equal Opportunity Employer in all solicitations or advertisements for employees that it places or causes to be placed.
- c. Notices, advertisements and solicitations placed in accordance with federal law, rule or regulation shall meet the requirements of this section.
- d. The Contractor must include the provisions of the foregoing paragraphs a), b), and c) in every subcontract or Purchase Order in excess of \$10,000.00 so that the provisions will be binding upon each subcontractor and/or supplier.

14. The Contractor must comply with the provisions of the Americans with Disabilities Act of 1990, which prohibits discrimination against individuals with disabilities in employment and mandates their full participation in publicly and privately provided services and activities.

15. The Contractor must (i) provide a drug-free workplace for the Contractor's employees; (ii) post in conspicuous places, available to employees and applicants for employment, a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of marijuana or any other controlled substance is prohibited in the Contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition; (iii) state in all solicitations or advertisements for employees placed by or on behalf of the Contractor that the Contractor maintains a drug-free workplace; and (iv) include the provisions of the foregoing clauses in every subcontract or purchase order in excess of \$10,000.00 so that the provisions will be binding upon each subcontractor or supplier. For the purposes of this section, "drug-free workplace" means a site for the performance of work done in connection with this Agreement.

16. If the Contractor employs more than five employees, the Contractor shall (i) provide annual training on the Contractor's sexual harassment policy to all supervisors and employees providing services in the Commonwealth, except such supervisors or employees that are required to complete sexual

harassment training provided by the Department of Human Resource Management, and (ii) post the Contractor's sexual harassment policy in (a) a conspicuous public place in each building located in the Commonwealth that the Contractor owns or leases for business purposes and (b) the Contractor's employee handbook.

17. The Contractor acknowledges that it does not, and will not during the performance of this Agreement, knowingly employ an unauthorized alien as defined in the federal Immigration Reform and Control Act of 1986.
18. This Agreement is governed by the Arlington County Purchasing Resolution, which is incorporated by reference. The time limit for decision by the County Manager in Contractual Disputes, as that term is used in the Purchasing Resolution, is thirty (30) days.
19. This Agreement is not effective until the County issues a valid County Purchase Order covering the amount of the Agreement.
20. All payments by the County to the Contractor pursuant to this Contract are subject to the availability of an annual appropriation for this purpose by the County Board of Arlington County, Virginia ("Board"). In the event that the Board does not appropriate funds for the goods or services provided under this Contract, the County will terminate the Contract, without termination charge or other liability to the County, on the last day of the fiscal year or when the previous appropriation has been spent, whichever event occurs first.
21. This Contract incorporates by reference Article 9 of the Arlington County Purchasing Resolution, as well as all state and federal laws related to ethics, conflicts of interest or bribery, including the State and Local Government Conflict of Interests Act (Code of Virginia § 2.2-3100 et seq.), the Virginia Governmental Frauds Act (Code of Virginia § 18.2-498.1 et seq.) and Articles 2 and 3 of Chapter 10 of Title 18.2 of the Code of Virginia, as amended (§ 18.2-438 et seq.). The Contractor certifies that its proposal was made without collusion or fraud; that it has not offered or received any kickbacks or inducements from any other offeror, supplier, manufacturer or subcontractor; and that it has not conferred on any public employee having official responsibility for this procurement any payment, loan, subscription, advance, deposit of money, services or anything of more than nominal value, present or promised, unless consideration of substantially equal or greater value was exchanged.
22. No Arlington County employee may share in any part of this Contract or receive any benefit from the Contract that is not available to the general public.
23. The County does not discriminate against faith-based organizations.
24. The Contractor and its employees, agents and subcontractors will hold as confidential all County Information that they obtain under this Agreement. Confidential Information includes, but is not limited to, nonpublic personal information; personally identifiable health information; security numbers; addresses; dates of birth; information pertaining to products, operations, systems, customers, prospective customers, techniques, intentions, processes, plans and expertise. The Contractor must take reasonable measures to ensure that all of its employees, agents, and subcontractors are informed of and abide by this requirement.
25. The Contractor must comply with the provisions of Chapter 11 ("Licenses") of the Arlington County Code, if applicable. For information on the provisions of that Chapter and its applicability to this Contract, the Contractor must contact the Arlington County Business License Division, Office of the Commissioner of the Revenue, 2100 Clarendon Blvd., Suite 200, Arlington, Virginia, 22201, telephone number (703) 228-3060, or e-mail business@arlingtonva.us.
26. The Contractor must, pursuant to Code of Virginia § 2.2-4311.2, be and remain authorized to transact business in the Commonwealth of Virginia during the entire term of this Agreement. Otherwise, the

Contract is voidable at the sole option of and with no expense to the County.

27. This Agreement is governed in all respects by the laws of the Commonwealth of Virginia, and the jurisdiction and venue for any litigation is in the Circuit Court for Arlington County, Virginia, and in no other court.

28. LIMITATION OF LIABILITY

THE CONTRACTOR SPECIFICALLY DISCLAIMS ANY LIABILITY, WHETHER BASED IN CONTRACT, TORT, STRICT LIABILITY, OR OTHERWISE, FOR ANY, INDIRECT, INCIDENTAL, CONSEQUENTIAL, OR SPECIAL DAMAGES ARISING OUT OF OR IN ANY WAY CONNECTED WITH THE SERVICES AND/OR MATERIALS, EVEN IF CONTRACTOR HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, INCLUDING WITHOUT LIMITATION DAMAGES ARISING FROM RELIANCE BY ANY PARTY ON THE CONTENTS OF THE MATERIALS, OR DAMAGES ARISING IN CONNECTION WITH MISTAKES OR OMISSIONS IN, OR DELAYS IN TRANSMISSION OF, MATERIALS OR OTHER INFORMATION SENT TO OR BY COUNTY, AS APPLICABLE.

29. The Contractor covenants for itself, its employees and its subcontractors to save, defend, hold harmless and indemnify the County and all of its elected and appointed officials, officers, current and former employees, agents, departments, agencies, boards and commissions (collectively the "County Indemnitees") from and against any and all claims made by third parties for any and all losses, damages, injuries, fines, penalties, costs (including court costs and attorneys' fees), charges, liability, demands or exposure resulting from, arising out of or in any way connected with the Contractor's acts or omissions, including the acts or omissions of its employees and/or subcontractors, in performance or nonperformance of the Contract. This duty to save, defend, hold harmless and indemnify will survive the termination of this Contract. If the Contractor fails or refuses to fulfill its obligations contained in this section, the Contractor must reimburse the County for any and all resulting payments and expenses, including reasonable attorneys' fees. The Contractor must pay such expenses upon demand by the County, and failure to do so may result in the County withholding such amounts from any payments to the Contractor under this Contract.

30. NO WARRANTIES

THE SERVICES ARE PROVIDED TO COUNTY ON AN AS IS/AS AVAILABLE BASIS WITHOUT WARRANTY OF ANY KIND, EITHER EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION THE IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE. THE CONTRACTOR MAKES NO WARRANTY AS TO THE RELIABILITY OF THE SERVICES OR MATERIALS. ANY USE OF THE MATERIALS, INCLUDING ANY RELIANCE THEREON, IS AT COUNTY'S SOLE RISK.

THE CONTRACTOR MAKES NO REPRESENTATIONS OR WARRANTIES THAT THE SERVICES WILL BE UNINTERRUPTED OR THAT THE MATERIALS WILL BE ERROR-FREE.

31. INTELLECTUAL PROPERTY

The Contractor retains all right, title and interest in and to the Services and the Materials, including, without limitation, all trademarks, trade names, logos, and service marks (collectively, "Trademarks"), and all related patents, copyrights, trade secrets and know how (collectively, "Intellectual Property").

In return for the County's order of and payment for Services or Materials, the Contractor grants to the County a non-exclusive, non-assignable, limited purpose license to access and use the Materials (which shall at all times be and remain the sole and exclusive property of the Contractor) for the County's own personal or organizational purposes, as applicable.

The County shall not, except as expressly permitted, modify, reproduce, or distribute the Materials in any manner or make any use of the Intellectual Property without the Contractor's express prior written consent. Because the County is an authorized law enforcement organization, however, it may disclose the Materials, without prior written consent from the Contractor, to the public, defense attorneys as part of the discovery process and/or news media for distribution for the purpose of aiding an investigation or reporting on a crime provided that the Contractor is credited with production of the Materials.

Under no circumstances may the Materials be altered by a third party, including non-Contractor forensic artists.

32. ACCOUNT ACCESS AND PROTECTION

The County acknowledges that the Materials are accessible by County representatives via web-based accounts. The County is responsible for providing all hardware, system software, access devices, networks and telecommunications or other connections required to access the County's account and for paying all telephony, data transmission and other costs associated with such access. The County is responsible for maintaining the confidentiality of its account passwords and is solely responsible, to the extent possible, for all activities that occur through its accounts, including the activities of others, regardless of whether such activities are authorized. The County agrees to notify the Contractor as promptly as possible upon learning of any breach or unauthorized use of its accounts. The Contractor reserves the right to require the County to alter its passwords if the Contractor believes that the County passwords are no longer secure. The County agrees that it will be solely responsible for any loss or damage the County suffers solely as a direct result of County's failure to adequately safeguard County account information.

33. Notices will be effective when made in writing and either (a) delivered in person, (b) delivered to an overnight delivery service or (c) deposited in the United States mail, certified or registered. Notices should be addressed as follows:

TO THE CONTRACTOR:

Paula Gawthorp-Armentrout
Parabon NanoLabs, Inc.
11260 Roger Bacon Drive, Suite 406
Reston, Virginia 20190
Phone: (703) 689-9689 x250
Email: paula@parabon.com

TO THE COUNTY:

The County Project Officer
Captain Michael Rowling
Arlington County, Virginia
1425 N Courthouse Road
Arlington, Virginia 22201
Phone: (703) 228-4158
Email: mrowli@arlingtonva.us

AND

Dr. Sharon T. Lewis, Purchasing Division Chief
Arlington County, Virginia
2100 Clarendon Boulevard, Suite 500A
Arlington, Virginia 22201
Phone: (703) 228-3294
Email: slewis1@arlingtonva.us

TO COUNTY MANAGER'S OFFICE (FOR PROJECT CLAIMS):

Mark Schwartz, County Manager
Arlington County, Virginia
2100 Clarendon Boulevard, Suite 318
Arlington, Virginia 22201

- 34. The Contractor must retain all books, records and other documents related to this Contract for at least five years after the final payment and must allow the County or its authorized agents to examine the documents during this period and during the Contract Term. The Contractor must provide any requested documents to the County for examination within 15 days of the request, at the Contractor's expense. Should the County's examination reveal any overcharging by the Contractor, the Contractor must, within 30 days of County's request, reimburse the County for the overcharges and for the reasonable costs of the County's examination, including, but not limited to, the services of external audit firm and attorney's fees; or the County may deduct the overcharges and examination costs from any amount that the County owes to the Contractor. If the Contractor wishes to destroy or dispose of any records related to this Contract (including confidential records to which the County does not have ready access) within five years after the final payment, the Contractor must give the County at least 30 days' notice and must not dispose of the documents if the County objects.
- 35. The Contractor shall not assign or transfer this Agreement, or any of its rights or interests, without the County's prior written consent.
- 36. This Agreement may be modified only by written amendment.
- 37. All remedies available to the County under this Agreement are cumulative, and no remedy is exclusive of any other that is available to the County at law or in equity.
- 38. The sections, paragraphs, sentences, clauses and phrases of this Agreement are severable; and if any part is held to be invalid, the rest of the Agreement will remain in effect.

IN WITNESS WHEREOF, THE PARTIES HERETO HAVE AFFIXED THEIR SIGNATURES.

**THE COUNTY BOARD OF ARLINGTON
COUNTY, VIRGINIA**

PRINT: Kaylin Schreiber
 SIGNATURE: Kaylin Schreiber
 TITLE: PROCUREMENT OFFICER
 DATE: 10/24/2023

PARABON NANOLABS, INC.

PRINT: Paula Gawthrop Armentrout
 SIGNATURE: Paula Gawthrop Armentrout
 TITLE: Corporate Secretary & VP
 DATE: 10/24/2023

Exhibit A

Scope of Work and Pricing

Purpose:

The Contractor ("Parabon") shall perform its Snapshot® Advanced DNA Analysis Services ("Snapshot") at the request of the Arlington County Police Department ("ACPD" or "Customer").

Scope of Work:

Arlington County Police Department (ACPD) reviews old and new cases that have unidentified DNA profiles from evidence collected in crimes. When a need for the Snapshot services is required, the ACPD detective in charge of the criminal case ("Detective") will contact the Virginia Department of Forensic Science Laboratory to request the DNA profiles be examined for its suitability for use by the Snapshot services. The Detective will also work with Parabon's Case Manager. Parabon will issue a quote to the Detective for all of the services requested, based on the pricing list below. If the Detective accepts the quote via a County Purchase Order, Parabon will provide individualized submission forms, which include a shipping address and packaging instructions. If the sample is found to be suitable by Parabon, the VDFS laboratory will package the sample and ship it to the Parabon laboratory as directed by the Case Manager.

Parabon will complete the testing within the turnaround time listed below. Once the testing is completed, Parabon will send the report and any other deliverables identified in the table below to the Detective electronically, via e-mail or secure file sharing service. If any of the tested DNA sample is remaining, Parabon will return it to ACPD at the following address:

Attn: [Name of Detective in charge]
Criminal Investigations Section
Arlington County Police Department
1425 N Courthouse Road
Arlington, VA 22201

Pricing:

Parabon™ Snapshot® Advanced DNA Analysis Service Price List

(Effective December 2022. Prices subject to change.)

Type of Analysis	Snapshot Standard Services	Cost (USD)
Laboratory Work		
Snapshot DNA Processing of Single-Source Samples	<p>Snapshot processing of DNA from an unknown person-of-interest. Includes processing of a single-source DNA sample.</p> <p>Note: This is a prerequisite for all other Snapshot services.</p> <p>SNP genotyping is the default method used. Whole Genome Sequencing (WGS) is offered for highly degraded samples that do not pass Parabon's SNP genotyping DNA screening process.</p> <p>Customers receive a Basic Phenotype Report, which includes a textual description of eye color, hair color, skin color, freckling, and regional (within-continent) ancestry proportions. Basic report does <i>not</i> include face morphology, heat maps, or Snapshot composite. [See <i>Advanced DNA Phenotyping</i> below.]</p> <p>WGS is not yet available in New York state.</p> <p><i>Turnaround Time: See TAT #1 below</i> <i>Rush TAT available.*</i></p>	<p>\$1,575 SNP Genotyping</p> <p>\$3,010 WGS</p>
Snapshot Mixture Deconvolution for Highly Mixed Samples	<p>Optional process to improve Snapshot results for a highly mixed DNA sample having two contributors: one unknown (primary) contributor and one known (minor) contributor. Customer must supply a single-source extracted DNA reference sample from the known, minor contributor. Snapshot Mixture Deconvolution methods will be applied to "subtract" the reference sample from the mixed result.</p> <p>Note: Mixture Deconvolution works for one unknown DNA donor only; Parabon cannot work with multiple unknown DNA donors at this time. If the genotyping call rates for the reference sample are insufficient for Snapshot analysis (e.g., if the DNA is too degraded or too highly mixed with another donor), a processing fee of \$720 will be charged instead of the full rate.</p> <p><i>Turnaround Time: See TAT #1 below</i> <i>Rush TAT available.*</i></p>	\$1,100
Genetic Genealogy (GG)		
Snapshot Genetic Genealogy (GG) Screening and Assessment	<p>Includes GG screening and a count of the promising and potentially promising genetic matches. An assessment of GG difficulty (Level 1–5) will be provided to relay whether the case is "workable" or not. If the case is assessed as workable — i.e., Level 1–4 — Parabon will proceed forward with GG Analysis, below. Otherwise, if the case is assessed at a Level 5, Parabon will monitor for future matches and no GG Analysis will be performed unless specifically requested.</p> <p><i>Turnaround Time: See TAT #1 below</i></p>	Free
Snapshot Genetic Genealogy (GG) Analysis	<p>This service is a collaborative, information sharing engagement between Parabon and your agency designed to provide you with the maximal amount of actionable information to help solve your case.</p> <p>Snapshot Genetic Genealogy (GG) Analysis includes: (1) up to 15 hours of professional genetic genealogy analysis; (2) investigative updates as needed to keep your agency apprised of the progress being made; (3) collaborative exchanges of information that may include requests for your agency to obtain confidential records not accessible to Parabon; (4) a customized report detailing the findings for your case, along with recommendations for next steps your agency can take to verify the information and/or leads provided; and (5) a briefing of results.</p> <p>Cases Assessed at a GG Level 1–4 will be analyzed automatically.</p> <p><i>Turnaround Time: See TAT #2 below</i></p>	\$3,780 [†]

DNA Phenotyping		
Snapshot Advanced DNA Phenotyping	<p>Prediction of physical appearance and ancestry from a DNA sample. Includes phenotyping analysis, Extended Phenotype Report, and a ~one-hour WebEx™ or telephone briefing with Snapshot representatives to review results and answer questions. The standard Snapshot phenotype composite is produced at an age of 25 years and a "normal" BMI of 22. See price list below for additional, optional Forensic Artwork Enhancement.</p> <p><i>Turnaround Time: See TAT #3 below</i> <i>Rush TAT available.*</i></p>	\$695
Snapshot Basic DNA Phenotyping	<p>Customers who do not want an Advanced DNA Phenotyping Report will receive a Basic Phenotyping Report that includes a textual description of eye color, hair color, skin color, freckling and regional (within-continent) ancestry proportions. <u>Report does not include face morphology, heat maps or Snapshot composite.</u></p>	Free
Kinship Inference		
Snapshot Kinship Inference (From Buccal Swab)	<p>Includes SNP microarray genotyping of a known reference DNA sample submitted as a buccal swab; GEDmatch upload; comparison between said reference swab and the unknown DNA sample that has undergone Snapshot DNA Processing, above; an updated analysis from the genetic genealogist; and a final kinship report.</p> <p>If laboratory processing determines that the submitted DNA sample is not of sufficient quality (e.g., if the DNA is too degraded) a processing fee of \$135 will still apply. A \$75 fee will be applied for buccal swabs with possible degradation concerns.</p> <p><i>Turnaround Time: See TAT #4 below</i> <i>Rush TAT available*</i></p>	\$900 <i>(per reference sample)</i>
Snapshot Kinship Inference (From DNA Extract)	<p>Includes SNP microarray genotyping of a known reference DNA sample submitted as extracted DNA; GEDmatch upload; comparison between said reference extract and the unknown DNA sample that has undergone Snapshot DNA Processing, above; an updated analysis from the genetic genealogist; and a final kinship report.</p> <p>If laboratory processing determines that the submitted DNA sample is not of sufficient quality (e.g., if the DNA is too degraded) a processing fee of \$810 will apply instead of the full rate.</p> <p><i>Turnaround Time: See TAT #4 below</i> <i>Rush TAT available*</i></p>	\$1,100 <i>(per reference sample)</i>
Phenotyping Forensic Art Options		
Forensic Art Enhancement for an Existing Snapshot Composite	<p>One enhanced rendering of a Snapshot composite made by an IAI-certified forensic artist to accommodate information about a subject that is not available via DNA, including age progression or regression, and BMI alteration.</p> <p>Customer to supply age and weight adjustments when order is placed.</p> <p><i>Turnaround Time: See TAT #5 below</i></p>	\$430
Subsequent Forensic Art Enhancements	<p>Additional forensic artist rendering of a composite for which forensic art enhancement has already been performed, such as creation of additional rendering at different age or BMI values from initial alteration.</p> <p><i>Turnaround Time: See TAT #5 below</i></p>	\$270
Forensic Art Hairstyle Adjustment	<p>Modification to an existing hairstyle and/or additional of a new hairstyle.</p> <p><i>Turnaround Time: See TAT #5 below</i></p>	\$189
Forensic Art Accessorization	<p>Modifications / addition of jewelry, hats, tattoos, etc.</p> <p><i>Turnaround Time: See TAT #5 below</i></p>	\$135
Blended Composite with Cognitive Interview	<p>Snapshot composite produced by a forensic artist that combines a Snapshot DNA Phenotyping composite (not included) with that derived from a cognitive interview. Includes an online cognitive interview with an eyewitness, composite sketch resulting from the cognitive interview, and a blended composite that combines features from both.</p> <p><i>Turnaround Time: See TAT #6 below</i></p>	\$700
Blended Composite with Facial Reconstruction	<p>Two-dimensional color image produced by a Parabon IAI-certified forensic artist that combines the Snapshot DNA Phenotyping results with a facial reconstruction from the skull. Agencies who can only send photographs must consult with the Parabon forensic artist prior to submission regarding the acceptable format of such photographs. Parabon will evaluate all submitted information and determine if data is sufficient enough to proceed with a reconstruction.</p> <p><i>Turnaround Time: See TAT #7 below</i></p>	\$945

Third-Party Upload Fees

Important Note About Pricing:

The databases used for genetic genealogy charge upload fees. Parabon's customer is responsible for paying the market rate at the time the DNA data file is uploaded. Parabon can pay this fee at the time of upload and include it in an invoice to your agency for reimbursement or you can pay the database company directly. Parabon has no control over these fees. These fees may be changed by the database companies at any time with or without notice.

FamilyTree DNA Upload Fee (Pass-Through Expense)	FamilyTree DNA (FTDNA) charges a fee for each direct DNA data file uploaded. For reference purposes the current upload fee is \$700. See important note above.	Market Rate
GEDmatch Upload Fee (Pass-Through Expense)	GEDmatch charges a fee for each DNA data file uploaded. For reference purposes the current upload fee is \$700. See important note above.	Market Rate
Kinship Upload Fee (Pass-Through Expense)	For most kinship samples, with the exception of 1st degree relatives, a GEDmatch DNA match list will be recommended. For reference purposes the current fee is \$350. See important note above.	50% of Market Rate

Turnaround Times (TAT) — NOTE: Unless otherwise specified, all turnaround times are approximate.

- DNA Processing, Mixture Deconvolution & GG Screening: 45 days from the day extracted DNA sample is received by the laboratory.
Whole Genome Sequencing (WGS): 8–10 weeks after sequencing lab begins batch processing.
- GG Analysis: 60 business days after agency receives GG Assessment Level; additional days may be required if the case is more complex than initial assessment.
- Phenotyping: 10 business days after DNA processing/GG Screening and agency authorization to proceed with phenotyping.
- Kinship Inference: 45 business days from the day extracted reference DNA sample is received by the laboratory.
- Forensic Art Enhancements, Adjustments & Accessorizations: 10 business days from Snapshot DNA Phenotype composite completion or subsequent order date.
- Forensic Art Blended Composite with Cognitive Interview: 10 business days from cognitive interview.
- Forensic Art Blended Composite with Facial Reconstruction from Skull: 14 business days from receipt of skull or skull characterization photographs.

Snapshot Bulk Order Discounts — NOTE: To qualify for bulk pricing, orders must be paid in full before those services are rendered.

- Five (5) Snapshot cases → 5% discount
- Ten (10) Snapshot cases ⇒ 10% discount
- Contact a Snapshot representative for discount pricing available for orders of > 10 Snapshot cases.

† Snapshot Genetic Genealogy (GG) Analysis

- Agencies may elect to purchase Snapshot GG Analysis by the hour — i.e., instead of Parabon's standard 15-hour block — at a rate of **\$270/hr**.

*** Rush Turnaround Time Available**

Guaranteed 14- and 30-day TAT available (Rush may not be available for WGS).

Incremental Rush Fee Incremental Rush Fee (10 day guarantee) \$1,750.00

Incremental Rush Fee Incremental Rush Fee (20 day guarantee) \$1,250.00

Incremental Rush Fee Incremental Rush Fee (30 day guarantee) \$750.00

Empty Lane Fee (For Empty Lane Fee (For Rush TAT cases) \$650.00