

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

NOTICE OF CONTRACT RENEWAL

TO: ARCHITECTURE INCORPORATED
1902 CAMPUS COMMONS DRIVE
SUITE 101
RESTON, VA 20191

DATE ISSUED: August 28, 2018

CONTRACT NO: 638-15-5

CONTRACT TITLE: Multidisciplinary A&E Services

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

This is your notice that the above referenced contract has been renewed. The "Contract Term" covered by this Notice of Contract Renewal is effective October 1, 2018, and expires September 30, 2019, subject to any modifications as provided for in the Contract Documents.

The Contract Documents consist of the terms and conditions of Arlington County Agreement No. 638-15-5, including any exhibits, attachments or amendments thereto.

CONTRACT PRICING:

1. REFER TO ARLINGTON COUNTY AGREEMENT NO. 638-15-5
2. SEE ATTACHED RENEWAL TERM PRICE(S)

ATTACHMENT/S:

1. ARLINGTON COUNTY AGREEMENT NO. 638-15-5
2. PRICING EFFECTIVE October 1, 2018

EMPLOYEES NOT TO BENEFIT:

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

VENDOR CONTACT: Clint Brackman

VENDOR TEL. NO.: 703-390-2044

E-MAIL ADDRESS: clintb@archinc.com

COUNTY CONTACT: Cynthia Wilson

COUNTY TEL. NO.: 703-228-4438

E-MAIL ADDRESS: cwilson@arlingtonva.us

CONTRACT AUTHORIZATION



Igor Scherbakov
Procurement Officer

John Jefferson

From: Clint Brackman <ClintB@archinc.com>
Sent: Wednesday, August 29, 2018 7:58 AM
To: John Jefferson
Cc: Cynthia Wilson; Jillian Herzog
Subject: RE: Arlington County Contract No. 638-15-5, DES – MULTIDISCIPLINARY A&E SERVICES

Good morning John,

Thank you for the email below and your voicemail. I am writing to confirm that the rates identified in the attachment you included are correct and do not require adjustment.

I've added Jillian Herzog of my office to this email, so that she will be able to provide a new Certificate of Insurance detailing the same coverages and endorsements as approved last year by the County.

Please don't hesitate to contact me if there are any additional items you need in order to renew this contract.

Thanks!

Clint Brackman, AIA NCARB LEED AP
Vice President

architecture incorporated

1902 Campus Commons Drive, Suite 101 Reston, VA 20191
M 703.476.3900 D 703.390.2044 C 703.203.1861

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From: John Jefferson [mailto:jjefferson@arlingtonva.us]
Sent: Monday, August 27, 2018 10:55 AM
To: Clint Brackman
Cc: Cynthia Wilson
Subject: Arlington County Contract No. 638-15-5, DES – MULTIDISCIPLINARY A&E SERVICES

Dear Mr. Brackman:

Contract No. 638-15-5 for DES – MULTIDISCIPLINARY A&E SERVICES, between your firm and Arlington County, Virginia, expires on September 30, 2018.

The terms of the original contract specification allow price increases for the next year of the contract up to the percentage in the Department of Labor, Consumer Price Index, Unadjusted, All Items (CPI-U) for the twelve month period ending April, 2018. The Maximum percentage change allowed for the next year is 2.5%.

If you maintain existing prices for the next year, the contract will be automatically renewed, pending a review and approval of the documents submitted. Requests for price increases are subject to a review for reasonableness and the County reserves the right to cancel the contract if the proposed price increase does not reflect market conditions or your request exceeds the allowable contract CPI-U percentage change.

Please insert your proposed prices on the attached form (not to exceed a 2.5% increase for any single item). THIS FORM MUST BE SIGNED BY A PERSON AUTHORIZED TO LEGALLY AND CONTRACTUALLY BIND YOUR FIRM.

A new Insurance Certificate detailing all of the coverages and endorsements specified in the contract is also required to be submitted with your response. To avoid delays in approval, please advise your insurance agent to provide at least the same coverage as approved last year by the County.

Your response and insurance certificate must all be received in the Office of the Purchasing Agent no later than September 10, 2018.

Regards,

John Jefferson
Arlington County, Virginia
Office of the Purchasing Agent
703-228-0579



CERTIFICATE OF LIABILITY INSURANCE

ARCHI-2

OP ID: PF

DATE (MM/DD/YYYY)
07/10/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER HRI Associates ** Insurance Since 1953 ** 718 Pine Street Herndon, VA 20170-4660 HRI Associates	Phone: 703-435-3500 Fax: 703-481-0234	CONTACT NAME: Lori VanBuskirk PHONE (A/C, No., Ext): 703-435-3500 E-MAIL ADDRESS: certificates@hriassociates.com FAX (A/C, No.): 703-481-0234
INSURED		INSURER(S) AFFORDING COVERAGE
Architecture, Inc. 1902 Campus Commons Ste 101 Reston, VA 20191		INSURER A: Cincinnati Insurance Company NAIC # 10677 INSURER B: Cincinnati Casualty Company 28665 INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.


INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Contractual GEN'L AGGREGATE LIMIT APPLIES PER <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC			ECP 033 12 64	06/23/2018	06/23/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALLOWED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/>			ECP 033 12 64	06/23/2018	06/23/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS MADE DED RETENTION \$			ECP 033 12 64	06/23/2018	06/23/2019	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000 \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	EWC 025 16 53	06/23/2018	06/23/2019	<input checked="" type="checkbox"/> W/C STATUTORY LIMITS <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	ERISA Bond			ECP 033 12 64	06/23/2018	06/23/2019	Limit 200,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

RE: Project Agreement No: 638-15-5. Arlington County, and its officers, elected and appointed officials, employees and agents are additional insured with respects to general liability when required by written contract. 30 day notice of cancellation applies. Coverage is primary and non-contributory when required by written contract and waiver of subrogation applies, (page2)

CERTIFICATE HOLDER

CANCELLATION

ARLINCA Arlington County A&E Specialization Area Attn: Krystyna Helper 2100 Claredon Blvd. Ste 500 Arlington, VA 22201	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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NOTEPAD:

HOLDER CODE ARLINCA
INSURED'S NAME Architecture, Inc.

ARCHI-2
OP ID: PF

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DATE 07/10/18

when required by written contract.

Attachment B

CONTRACT PRICING

The services under this Contract will be paid for using fully loaded hourly rates for the positions listed below. Those rates shall include all costs and expenses of providing to the County the services described in this Contract.

No reimbursable expenses are permitted under this Contract, including, but not limited to, travel, parking, mileage, meals or office supplies. Only time spent by the Contractor's employees at the work site will qualify for payment.

No overtime pay will be allowed under this Contract.

The County will pay (or reimburse the Contractor at Contractor's cost, as required) for all required permit and inspection fees.

Architectural Services

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Partner / Principal (LEED)	\$84.13	\$122.83	\$18.04	\$225.00
Project Manager (LEED)	\$69.17	\$100.99	\$14.84	\$185.00
Project Architect	\$50.48	\$73.70	\$10.82	\$135.00
Senior Interior Designer (LEED)	\$65.44	\$95.53	\$14.03	\$175.00
Interior Designer	\$46.74	\$68.24	\$10.02	\$125.00
Specifications Writer (LEED)	\$54.22	\$79.16	\$11.62	\$145.00
CAD Operator	\$28.05	\$40.94	\$6.01	\$75.00
Administrative/clerical	\$24.31	\$35.48	\$5.21	\$65.00

MEP Engineering

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Project Manager	\$64.72	\$97.10	\$16.18	\$178.00
Senior Mechanical Engineer	\$54.91	\$82.36	\$13.73	\$151.00
Mechanical Engineer	\$40.36	\$60.55	\$10.09	\$111.00
Senior Electrical Engineer	\$57.09	\$85.64	\$14.27	\$157.00
Electrical Engineer	\$45.45	\$68.19	\$11.36	\$125.00
Engineer In Training / CADD Operator	\$30.54	\$45.82	\$7.64	\$84.00

Civil Engineering

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Project Manager	\$48.00	\$95.64	\$14.36	\$158.00
Project Engineer	\$36.61	\$72.94	\$10.95	\$120.50
Engineer	\$33.42	\$66.58	\$10.00	\$110.00
Security Engineer	\$44.05	\$87.77	\$13.18	\$145.00
Landscape Architect	\$35.85	\$71.42	\$10.73	\$118.00
Designer	\$32.81	\$65.37	\$9.82	\$108.00
CADD Operator	\$30.53	\$60.83	\$9.14	\$100.50
Administrative/clerical	\$21.27	\$42.37	\$6.36	\$70.00

Structural Engineering

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Senior Project Manager	\$85.08	\$87.65	\$17.27	\$190.00
Project Manager	\$78.37	\$80.72	\$15.91	\$175.00
Senior Engineer	\$67.17	\$69.19	\$13.64	\$150.00
Design Engineer	\$55.98	\$57.66	\$11.36	\$125.00
CAD Operator	\$47.02	\$48.43	\$9.55	\$105.00
Administrative/clerical	\$29.11	\$29.98	\$5.91	\$65.00

Geotechnical Engineering

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Geotechnical Professional Engineer	\$58.43	\$105.21	\$16.36	\$180.00
Geotechnical Senior Project Manager	\$40.90	\$73.64	\$11.46	\$126.00
Geotechnical Project Manager	\$33.27	\$59.91	\$9.32	\$102.50
Staff Project Manager	\$29.54	\$53.19	\$8.27	\$91.00
Field Geologist	\$14.61	\$26.30	\$4.09	\$45.00
Senior Field Technician	\$17.21	\$30.98	\$4.81	\$53.00
Field Technician	\$12.34	\$22.21	\$3.45	\$38.00
CAD Operator	\$27.59	\$49.68	\$7.73	\$85.00
Administrative Assistant	\$17.05	\$30.68	\$4.77	\$52.50

Cost Estimating

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Senior Cost Estimator	\$59.58	\$76.79	\$13.63	\$150.00
Cost Estimator	\$46.47	\$59.90	\$10.63	\$117.00

LEED/Sustainability

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Director of Building Performance (LEED)	\$64.90	\$70.10	\$15.00	\$150.00
Building Performance Manager (LEED)	\$48.08	\$64.42	\$12.50	\$125.00
Sustainable Program Manager (LEED)	\$48.08	\$59.92	\$12.00	\$120.00
Building Performance Engineer (LEED)	\$43.27	\$51.23	\$10.50	\$105.00
Sustainable Program Specialist (LEED)	\$38.46	\$47.04	\$9.50	\$95.00
Building Performance Analyst (LEED)	\$33.65	\$42.85	\$8.50	\$85.00
Sustainable Program Analyst (LEED)	\$31.25	\$40.75	\$8.00	\$80.00

Telecommunications/Security

Labor Categories	Base Rate	Overhead	Profit	Fully Loaded
Senior Project Manager	\$58.02	\$125.32	\$14.66	\$198.00
Senior Security/Telecom Engineer	\$53.04	\$114.56	\$13.40	\$181.00
Security/Telecom Engineer	\$49.23	\$106.32	\$12.45	\$168.00
Associate	\$37.07	\$80.07	\$9.36	\$126.50
Consultant	\$25.64	\$55.38	\$6.48	\$87.50
Associate Consultant	\$22.27	\$48.10	\$5.63	\$76.00
CAD Operator	\$26.37	\$56.96	\$6.67	\$90.00

