



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

NOTICE OF RENEWAL

TO: CATOCTIN CONSULTING, LLC
39859 THE NARROWS ROAD
WATERFORD, VIRGINIA 20197

ORIGINAL DATE ISSUED: JANUARY 1, 2022
CONTRACT NO: 21-HRD-RFP-479-7
CONTRACT TITLE: COACHING, ORGANIZATIONAL DEVELOPMENT SERVICES, AND MULTI RATER

THIS IS A NOTICE OF RENEWAL 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. 21-HRD-RFP-479-7 including any attachments or amendments thereto.

EFFECTIVE DATE: JANUARY 1, 2023
EXPIRES: DECEMBER 31, 2023
RENEWALS: THREE (3) ONE-YEAR RENEWALS REMAINING.

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

VENDOR CONTACT: REBEKAH ROBERTS
VENDOR TEL. NO.: (540) 882-3593
EMAIL ADDRESS: BROBERTS@CATOCTIN.COM
COUNTY CONTACT: SHARON MILLER (HRD)
COUNTY TEL. NO.: (703) 228-3595
COUNTY CONTACT EMAIL: SEMILLER@ARLINGTONVA.US

CONTRACT AUTHORIZATION

THE COUNTY BOARD OF ARLINGTON COUNTY, VIRGINIA
CATOCTIN CONSULTING, LLC

PRINT: DR. SHARON T. LEWIS

SIGNATURE: Dr. SHARON T. LEWIS
89B86B1AD301462...

TITLE: PURCHASING AGENT

DATE: 11/4/2022

PRINT: REBEKAH ROBERTS

SIGNATURE: REBEKAH ROBERTS
F7E292B99CBF4E2...

TITLE: President

DATE: 11/3/2022

EXHIBIT B
RATES

COURSE DELIVERY PRICING

GENERAL INSTITUTE & DIVERSITY AND INCLUSION IN PERSON TRAINING COURSE	
DAILY RATES	N/A
HALF DAY RATES	N/A

VIRTUAL LEARNING SESSIONS	
1-HOUR SESSION	N/A
2-HOUR SESSION	N/A
4-HOUR SESSION	N/A

SERVICES DELIVERY PRICING TABLE

EXECUTIVE COACHING SERVICES	
HOURLY	\$220.00 - \$275.00*
ORGANIZATION DEVELOPMENT SERVICES	
DAILY RATE	\$1,500.00 - \$2,200*
HOURLY RATE	\$185.00 - \$275.00*

DIVERSITY & INCLUSION ORGANIZATION DEVELOPMENT SERVICES	
DAILY RATE	N/A
HOURLY RATE	N/A

*Actual rate depends upon the staffing and requirements for a particular project

MULTI-RATER ASSESSMENT	
COST PER INDIVIDUAL ASSESSMENT/REPORT	\$250.00/person, includes one year of usage of Matrix Insights
CUSTOMIZATION	\$275.00/hour as part of consulting or coaching

INSTRUCTOR-LED NEW COURSE DEVELOPMENT	
HOURLY RATE	\$275.00

E-Online Course Development

Simple Asynchronous	Static HTML pages with text and graphics	N/A
Average Asynchronous	Above plus - flash, animation, GIF's	N/A
Complex Asynchronous	Above plus - audio, video, interactive simulations	N/A