



# County of Fairfax, Virginia

To protect and enrich the quality of life for the people, neighborhoods and diverse communities of Fairfax County

Date of Award: 12/04/2025

AAA Complete Building Services, Inc.  
5100 Wisconsin Avenue NW, Suite 500  
Washington, DC 20016

Attention: Ben Vanderhood, Vice President, Business Development

Reference: RFP 2000004164, HVAC and Plumbing Maintenance and Repairs

## Acceptance Agreement

**Contract Number: 4400014288**

This Acceptance Agreement signifies a Secondary contract award to **AAA Building Services, Inc.** for **HVAC and Plumbing Maintenance and Repairs for Maintenance Zones 9, 10, and zone 11-Hunter Mill District facilities.** The period of this contract shall be three (3) from the Date of Award, with two (2) one-year renewal options available.

The contract award shall be in accordance with the following:

- 1) RFP 2000004164, and all Addenda;
- 2) Your Technical Proposal dated May 30, 2025;
- 3) Your Negotiation Response and Best and Final Offer dated September 17, 2025;
- 4) This Acceptance Award

Please note that this is not an order to proceed. A Purchase Order, which constitutes your notice to proceed, will be issued to your firm as required. Please provide your Insurance Certificate in accordance with the insurance provisions of the contract, within ten (10) days of receipt of this letter. Contract award documents may be viewed on the Department of Procurement and Material Management website at [www.fairfaxcounty.gov/contracts](http://www.fairfaxcounty.gov/contracts) by searching contract number 4400014288.

All questions in regards to this contract shall be directed to the Contract Specialist, Cynthia Parker, at 703-324-3226 or via e-mail at [Cynthia.Parker@fairfaxcounty.gov](mailto:Cynthia.Parker@fairfaxcounty.gov).

Sincerely,

DocuSigned by:

*Lee Ann Pender*

E239B762E600465

Lee Ann Pender

Director/County Purchasing Agent

---

**Department of Procurement & Material Management**

12000 Government Center Parkway, Suite 427

Fairfax, VA 22035-0013

Website: [www.fairfaxcounty.gov/procurement](http://www.fairfaxcounty.gov/procurement)

Phone 703-324-3201, TTY: 711, Fax: 703-324-3228