



Loudoun County, Virginia

Department of Finance and Procurement
Division of Procurement
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175
www.loudoun.gov/procurement

April 9, 2019

NOTICE TO OFFERORS

ADDENDUM NO. 3

RFQ 74773

The following changes and/or additions shall be made to the original Request for Proposal No. **RFQ 74773, Commercial Property Assessed Clean Energy Program Administrator**. Please acknowledge receipt of this addendum by signing and returning with your proposal.

1. Questions and answers regarding the RFP are attached.

Prepared By: s/Cheryl L. Middleton, CPPB Date: 4/9/2019
Purchasing Agent

Acknowledged By: _____ Date: _____

Questions and Answers

- Q1. Please explain what the County expects from Offerors in their proposed fee schedule.
- A. Offerors should propose a fee schedule sufficient to cover the minimum requirements for program administration as required by the statute and ordinance. All services offered by Offerors above the minimum requirements (a la carte services) should be priced separately so that property owners have the choice of obtaining those additional services from the awarded firm, if they so choose.