



Loudoun County, Virginia

Division of Procurement
1 Harrison St, SE 4th Floor
Leesburg, Virginia 20175

March 30, 2020

NOTICE TO BIDDERS

ADDENDUM NO. 3

RFQ 192782

The following changes and/or additions shall be made to the original Invitation for Bid No. RFQ 192782: Construction of the Potomac Green Neighborhood Park Improvements. Please acknowledge receipt of this addendum by signing and returning with your bid.

The purpose of this addendum is to modify the Contract documents.

1. The Acceptance Date for this Bid is delayed from March 31, 2020 to **prior to 4:00 p.m. April 8, 2020 "Atomic" time**
2. Bids must be submitted via one of the following options:
 - US Mail to PO Box 7000, Leesburg, Virginia 20177-7000; or
 - Hand delivered, private carrier, or overnighted (UPS/FedEx) to 1 Harrison Street, S.E., **1st Floor**, Leesburg, Virginia 20175. ***PLEASE NOTE: Due to the current pandemic, packages are no longer being accepted in the Procurement office. As such, all bids must be submitted prior to 4:00 p.m. in the drop box labeled for the Department of Finance and Budget in the lobby (1st Floor) at the address noted above. Additionally, due to social distancing requirements, bidders should anticipate a delay in getting access to the drop box. As such, it is highly recommended that bidders allocate additional time to ensure timely submission of their bid. It is the bidders responsibility to ensure that his/her bid is submitted in the correct location prior to the acceptance date/time.***

Faxed and e-mailed bids will not be accepted.

(Please note: Bidders choosing to submit bids via US Mail should allow at least an additional twenty-four (24) hours in the delivery process for internal County mailroom distribution.)

3. Bid opening will be held in **the Board Room, 1st floor** of 1 Harrison Street, S.E., Leesburg, Virginia 20175.

Prepared By: s/Samira Mkaimel, CPPB
Contracting Officer

Date: March 30, 2020

Acknowledged By: _____

Date: _____