



**RFP NO. 500640-FY22-27**  
**CLASS A BIOSOLIDS BENEFICIAL USE, DISTRIBUTION, AND MARKETING PLAN**

**ADDENDUM NO. 1**

**FEBRUARY 22, 2022**

**ITEM NO. 1: PRE-PROPOSAL MEETING OVERVIEW**

A non-mandatory pre-proposal meeting was held on Wednesday, February 9, 2022 at the Utility Maintenance Building and via Microsoft TEAMS.

The Town's Buyer provided an overview of the following procurement information:

- All information regarding this project can be found on the Town's Bid Board: <http://www.leesburgva.gov/bidboard>
- To receive updates, such as addenda, please register to receive updates on the Town's Bid Board
- Question deadline is 5:00 p.m. on Monday, February 14, 2022.
- Up until contract award, **all** questions must be submitted in writing to: [bidquestions@leesburgva.gov](mailto:bidquestions@leesburgva.gov)
- Unless modified via addendum, proposals are due on Tuesday, March 1, 2022 @ 3:00 p.m. ET
- **No** late proposals will be accepted. Proposals shall be submitted electronically via the Commonwealth's eProcurement website, eVA. eVA will not allow documents to be uploaded after the proposal deadline. Any partially uploaded proposal is considered incomplete and will not be accepted.
- Documents to be submitted with your proposal:
  - Offeror Submission Form (Page 25)
  - Addenda Acknowledgement (Page 26)
  - Reference Form (Page 27)
  - Qualifications Form (Page 28)
  - Proposal to the Town (Page 29)

**ITEM NO. 2: PRE-BID MEETING SCOPE OF WORK DISCUSSION**

The Town's Utilities Project Manager described the scope of work as listed in the RFP:

- The purpose of this RFP is for purchase, removal, and beneficial use of the Class A dried biosolids product produced by the Town's Water Pollution Control Facility.
- Scope of Work can be found on pages 4-9

**ITEM NO. 3: QUESTIONS AND CLARIFICATIONS**

Interested bidders shall be mindful of the following responses to the questions received:

1. What is the height limitation on the loadout bay facility where trucks will be loaded?

**RESPONSE:** The opening of the garage door through the drive through scale is 13.5 feet. The length of the scale is 69 feet and 11 inches.

2. Concerning the daily exit of trucks from the loadout bay, staff indicated a portion of the parking lot in front of the loadout bay could be reserved (flagged off) on days when trucks are exiting the facility. Please confirm if this is possible?

**RESPONSE:** Yes. When pick ups are scheduled, the parking lot will be cleared appropriately to ensure the truck can navigate the site with the drive through distribution arrangement.

3. Is the dryer Andritz?

**RESPONSE:** Yes, the manufacturer of the Town's dryer drum system is Andritz.

4. Do you anticipate offering to a local give away as the Town has down the last several years?

**RESPONSE:** The Town will continue to provide Leesburg customers the opportunity to pick up the bagged TLC product at an estimated quantity of no more than 10% of the annual tonnage.

5. Do we currently put coating oil on it?

**RESPONSE:** Yes, the production process for TLC applies a mineral oil before bagging or loading of delivery trucks.

6. Would the Town have any issues if the awarded offeror has subcontractors who come and pick up or does the contractor have to pick up and haul out?

**RESPONSE:** No, the Town will entertain a subcontractor to come and pick up the EQ product provided that it is a bulk pickup. Please include in your proposal response to the Town the qualifications, driving records, and appropriate permits that would be required for subcontractors that will pick up the bulk product. The Contractor shall bear the sole responsibility for assuring that all operators of said vehicles are duly licensed and competent to drive. Please see question number 4 of this addendum for picking up individual bags.

*Offerors must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Request for Proposal or your proposal may not be considered.*

*For the Town of Leesburg,*

*Kelly Neff, VCA, VCO*

*Buyer*

*Town of Leesburg, Virginia*

*Email: [kneff@leesburgva.gov](mailto:kneff@leesburgva.gov)*

*Bid Board: <http://www.leesburgva.gov/bidboard>*