



**RFP NO. 500640-FY24-23**  
**UTILITIES PUMP AND MOTOR MAINTENANCE, REPLACEMENT, AND INSTALLATION SERVICES**  
**ADDENDUM NO. 1**

**October 24, 2023**

**ITEM NO. 1: QUESTION AND RESPONSE**

Interested offerors shall be mindful of the following response to a question asked:

1. We are interested in submitting a proposal for the Utilities Pump and Motor Maintenance, Replacement, and Installation Services bid. I see the pre-proposal meeting is scheduled for November 2, at 1pm, however I was wondering if there was a registration process to attend?

**RESPONSE:** There is no registration process. To further clarify, the pre-proposal meeting will be conducted virtually (remote) via MS Teams. A link to join the meeting is provided in the solicitation document.

***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,  
David A. Christianson, CPPB  
Deputy Procurement Officer  
Town of Leesburg, Virginia  
Email: [BidQuestions@leesburgva.gov](mailto:BidQuestions@leesburgva.gov)  
Bid Board: <http://www.leesburgva.gov/bidboard>***

**END OF ADDENDUM NO. 1**