



**TOWN OF**  
**VIENNA**  
*since 1890*

**May 7, 2020**  
**ADDENDUM #1**  
**PQ 20-01 PRE-QUALIFICATION TO BID PACKAGE**  
**FOR TOWN OF VIENNA**  
**NEW POLICE STATION CONSTRUCTION**

**\*\*\*\*\*ATTENTION BIDDERS\*\*\*\*\***

(To be completed and returned with bid response)

**INSTRUCTIONS ON HOW TO SUBMIT YOUR RESPONSE TO THIS REQUEST FOR PRE-QUALIFICATION**

- Vienna Town Hall is closed to the public at this time, however, you may still deliver your submission in person. When arriving at Town Hall, go the front or rear main doors. There are instructions on the door to call 703-255-6300 for deliveries. Call the number and someone will come out and receive the package from you. Please do not call in advance of arriving at the front or rear main doors of Town Hall.
- The Town is still receiving all delivery services, such as FedEx, UPS, and USPS and you may submit your bid through any of these services.
- The date and time deadline for submissions has not changed.

ALL OTHER TERMS, CONDITIONS, AND SPECIFICATIONS SHALL REMAIN THE SAME.

A copy of this signed addendum must accompany your response as an acknowledgment of its receipt:

NAME AND ADDRESS OF VENDOR:

\_\_\_\_\_  
\_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL: \_\_\_\_\_

NAME OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_

*Please Print*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_