



Loudoun County, Virginia

REQUEST FOR INTEREST

RELOCATION OF BUILDINGS ON EDWARDS FERRY ROAD IN LEESBURG VIRGINIA

ACCEPTANCE DATE: May 1, 2015 prior to 5:00 p.m. Atomic Time

RFI NUMBER: C-2139

ACCEPTANCE PLACE: Department of Management and Financial Services
Division of Procurement
1 Harrison Street, SE, 4th Floor
Leesburg, Virginia 20175

Interested parties are invited to visit and or inspect the buildings during a Pre-Proposal Conference to be held at 106 Edwards Ferry Road, Leesburg, Virginia, 20175, on April 17, 2015, at 1:00 p.m. for clarification of any questions. ***This will be the only opportunity to inspect the interior of the buildings.***

Requests for information related to this Proposal should be directed to:

Christopher Bresley, CPPB
Contracting Officer
(703) 777-0394
E-mail address: Christopher.Bresley@loudoun.gov
This document can be downloaded from our web site:
www.loudoun.gov/procurement

Issue Date: April 2, 2015

IF YOU NEED ANY REASONABLE ACCOMMODATION FOR ANY TYPE OF
DISABILITY IN ORDER TO PARTICIPATE IN THIS RFI, PLEASE CONTACT THIS
DIVISION AS SOON AS POSSIBLE

REQUEST FOR INTEREST
RELOCATION OF BUILDINGS ON EDWARDS FERRY ROAD IN
LEESBURG VIRGINIA

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Authorized By: _____ s/Christopher Bresley, CPPB Date: April 2, 2015
Contracting Officer

REQUEST FOR INTEREST

RELOCATION OF BUILDINGS ON EDWARDS FERRY ROAD IN LEESBURG VIRGINIA

1.0 Purpose

The intent of this Request for Interest (RFI) is to solicit interest from any interested party to relocate, at the interested parties' expense, any or all four Edwards Ferry Road buildings located at 106, 108, 110 and 112 Edwards Ferry Road in Leesburg, Virginia. These buildings are Loudoun County (County) owned structures located currently with the Town of Leesburg Old and Historic District.

1.1 The primary requirements for consideration are as follows:

- Accept any or all buildings "as is". There are no warranties regarding these buildings, expressed or implied.
- Disconnect all utilities to any or all of the buildings at the interested parties cost.
- Move or relocate any or all of the buildings at interested parties cost.
- Move or relocate any or all of the buildings to a location or property off of County owned lands.
- Provide information as to the location the structures will be moved to.
- Move any or all of the buildings prior December 30, 2016.
- The County will not incur any liability or costs associated with the relocation of any of the buildings.
- Interested party is responsible for and will have to obtain all necessary permits and approvals to relocate the buildings.

2.0 Response Requirements and Limitations

2.1 Interested Parties shall submit the following response items:

- Written interest in the 106 Edwards Ferry Road, and/or 108 Edwards Ferry Road, and/or 110 Edwards Ferry Road, and/or 112 Edwards Ferry Road buildings
- Provide the potential future location of the buildings.

- Confirm that all costs to relocate the buildings are the responsibility of the interested party.
- 2.2 This is an RFI only. A response to this RFI does not constitute an agreement, contract or obligation by the County with the interested parties' related to the relocation of the buildings located on Edwards Ferry Road. Should the County receive any responses to this RFI, the County may, at its sole discretion, publically advertise a Request for Proposal for the actual relocation of these buildings.

3.0 Instructions for Submitting an RFI Response

3.1 Preparation and Submission of RFI Responses

- A. Before submitting an expression of interest, please read the ENTIRE document.
- B. All expressions of interest shall contain the signature page contained in this RFI. The signature page shall be signed in ink by the individual or authorized principals of the firm.
- C. Expressions of interest must be received by the Division of Procurement prior to 5:00 p.m., local Atomic time on date identified on the cover of the RFI. An atomic clock is located in the Division of Procurement and can also be verified by visiting <http://www.time.gov/timezone.cgi?Eastern/d/-5/java>. Requests for extensions of this time and date will not be granted, unless deemed to be in the County's best interest. Interested parties mailing their expressions of interest shall allow for sufficient mail time to ensure receipt of their proposals by the Division of Procurement by the time and date fixed for acceptance.
- D. Expressions of interest may be submitted via one of the following options: US Mail to PO Box 7000, Leesburg, Virginia 20177-7000; or hand delivered; private carrier (UPS/FedEx) to the Division of Procurement, 1 Harrison Street, S.E., 4th Floor, Leesburg, Virginia 20175; by faxed or e-mail. (Please note: Bidders choosing to submit via US Mail should allow at least an additional twenty-four (24) hours in the delivery process for internal County mailroom distribution.)
- E. Interested parties shall submit one (1) original and three (3) copies of their expressions of interest, to the County's Division of Procurement as indicated in D.

3.2 Questions and Inquiries

Questions and inquiries will be accepted from any and all interested parties. The Division of Procurement is the sole point of contact for this

Request for Interest. Inquiries pertaining to the RFI shall be directed to the Contracting Officer.

3.3 Inspection of Site

It is strongly recommended that all interested parties visit and or inspect the buildings. A conference will be held at 106 Edwards Ferry Road, Leesburg, Virginia, 20175, on April 17, 2015, at 1:00 p.m. for clarification of any questions and to inspect the buildings. This will be the only opportunity inspect the interior of the buildings.

3.3 Miscellaneous Requirements

The County will not be responsible for any expenses incurred by an interested party in preparing a response to this RFI. All expressions of interest shall provide a straight-forward, concise delineation of the interested parties' capabilities to satisfy the requirements of this request. Emphasis should be on completeness and clarity of content.



Loudoun County, Virginia

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

**4.0 SIGNATURE PAGE
REQUEST FOR INTEREST
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VIRGINIA**

THE FIRM OF: _____

Address: _____

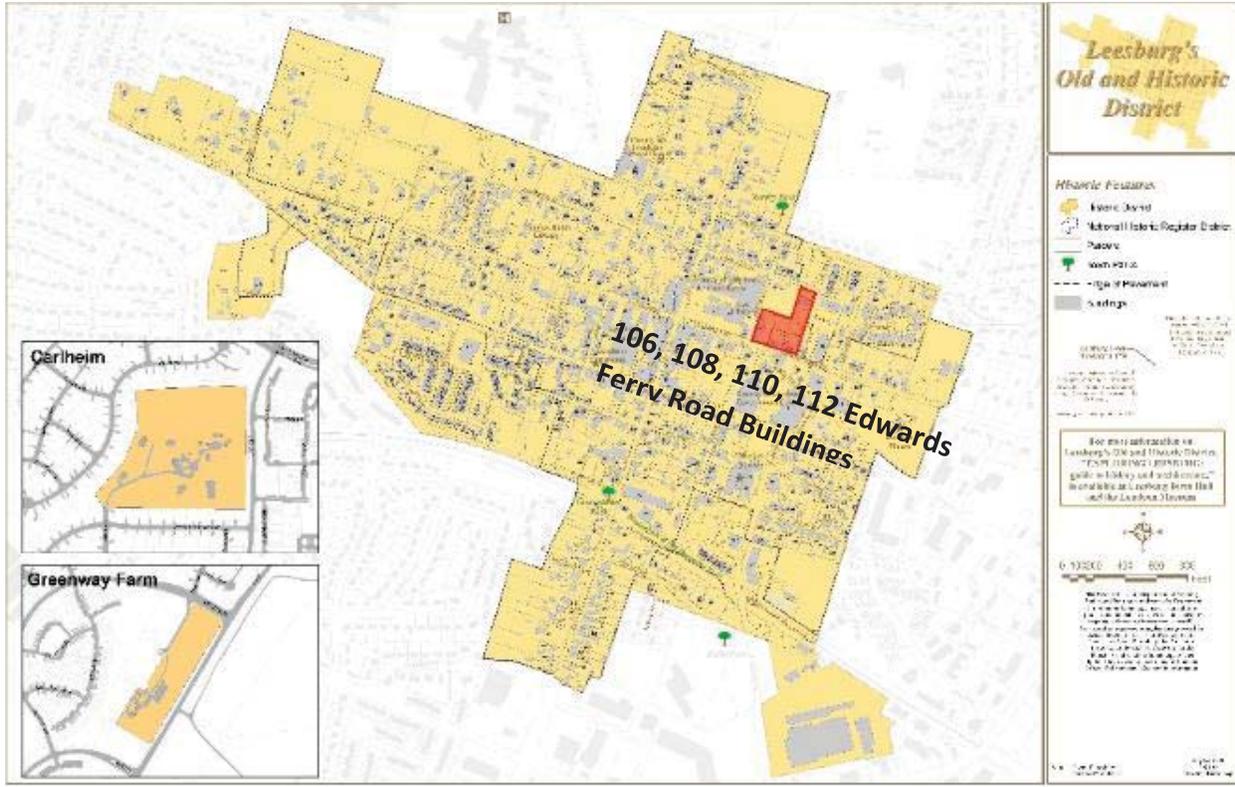
In compliance with this Request for Interest, the undersigned offers their response as contained herein.

Person to contact regarding this RFI: _____

Title: _____ Phone: _____ Fax: _____

E-mail _____

Signature: _____ Date: _____



Site Map 1



Site Map 2



Loudoun County, Virginia

Division of Procurement
1 Harrison St, SE 4th Floor MSC
41C Leesburg, Virginia 20175

April 9, 2015

NOTICE TO INTERESTED PARTIES

ADDENDUM NO. 1

C-2139

The following changes and/or additions shall be made to the original Request for Interest (RFI) C-2139: Relocation of Buildings on Edwards Ferry Road in Leesburg, Virginia. Please acknowledge receipt of this addendum by signing and returning with your RFI response.

1. RFI Section 2.1 - Interested Parties shall submit the following response items; insert the following:

“Loudoun County has requested authorization from the Leesburg Board of Architectural Review (BAR) for removal of the four (4) buildings that are identified and described in this RFI. A final decision on these Certificates of Appropriateness applications (TLHP-2014-0114; TLHP-2014-0115; TLHP-2014-0116 and TLHP-2014-0117) has not been reached by the BAR as of the release date of this RFI amendment. Decision(s) by the BAR may affect the County’s interest in relocating one or up to all of the buildings”.

2. RFI Section 1.1 - The primary requirements for consideration are as follows; delete the sixth item and replaced with:

“Move any or all of the buildings prior to December 30, 2016”. The County reserves the right to extend this deadline in accordance with pending permit and development plan approvals.”

Prepared By: _____ s/Christopher Bresley, CPPB _____ Date: 4/9/2015
Contracting Officer

Acknowledged By: _____ Date: _____