



Upper Occoquan Service Authority

Leader in Water Reclamation and Reuse

14631 COMPTON ROAD, CENTREVILLE, VIRGINIA 20121-2506
(703) 830-2200

TO ALL RFP RECIPIENTS:

For UOSA RFP Risk and Resilience Assessment

SUBJECT: Addendum # 1

The above numbered solicitation is amended as set forth below. The hour and date specified for receipt of offers:

☒ is not extended

☐ is extended

OFFERORS MUST ACKNOWLEDGE receipt of this Addendum by one of the following methods:

- a. By acknowledgement of this Addendum on Submission Form submitted with the proposal;
- b. By referencing its receipt in your Transmittal Letter

If by virtue of this Addendum you desire to change a proposal already submitted, such change may be made by letter, provided it includes reference to the solicitation and this Addendum and is received prior to the due hour and date specified.

DESCRIPTION OF ADDENDUM:

To provide answers to all questions received before the deadline for questions. Q&A is provided as an attachment to this addendum.

All other Terms, Conditions, Tables, Charts and Specifications, and Drawings not otherwise changed remain as originally stated or as shown.

ISSUED BY:

Upper Occoquan Service Authority

A handwritten signature in blue ink, appearing to read 'David B. Scher', is written over a horizontal line.

08/13/2025

Date

UOSA RFP 26-02 Addendum #1 Q&A

1. Q: Can you please confirm the service area included in the scope? Would this project include the collection systems in Fairfax, Prince William, Manassas, and Manassas Park or a limited portion that UOSA is responsible for?

A: The assessment does include the UOSA collection system (not the connected systems operated by our partner localities).

2. Q: How many interceptors and lift stations does UOSA own and operate?

A: UOSA has 9 pump stations.

3. Q: Does UOSA own and operate any SSOs or CSOs that would be included in the assessment?

A: I am not sure what "owning" a SSO or CSO is in this context. I am only familiar with these terms as used to describe overflows.

4. Q: What is the expected frequency of progress meetings? Would monthly be acceptable?

A: Monthly would be acceptable with additional communication via email/phone as needed.

5. Q: Could you provide the anticipated budget for the Upper Occoquan Service Authority Risk and Resilience Assessment project?

A: No, UOSA does not have budget information to share at this time.

6. Q: Can UOSA please provide a searchable/extractable RFP document, so the Form in Attachment B and the terms and conditions can be extracted?

A: An unsecured copy of the solicitation has been provided as an attachment to this addendum.

7. Q: Section 3.5.A - Do covers, table of contents, and tabs count towards the page count?

A: No

8. Q: Section 3.5.A - What content should be included in appendices? Is this where resumes should be included?

A: UOSA has no specific content that should be included in appendices. Resumes may be included as appendices.

9. Q: Section 3.5.A.3 - Please clarify if resumes of Key staff are required and where they should be included in the proposal organization. Will resumes be included in the page count?

A: UOSA desires resumes for Key staff members. The resumes can be provided in the Experience and Qualifications section or referenced as appendices to the proposal. Resumes will not be included in the page count.

10. Q: Section 3.5.A.3 – Experience and Qualifications –Should this section include our Technical Approach to the scope of work and our experience providing similar work? If not, where would you like us to discuss the technical approach?

A: Yes, this section should include your technical approach and your experience.

11. Q: Section 3.5.B – Please clarify if a proposal is submitted through eVA, that a hard copy is not required.

A: Correct. Physical submissions shall include one original paper copy of the technical proposal, one original paper copy of the cost proposal and electronic copies of both on a flash drive. Hard copies are not required if proposals are submitted electronically via eVA. If submitting through eVA please provide your technical and cost proposals as separate files.

12. Q: Section 3.5.B – Please clarify that the cost estimate should include rates, number of others, other direct costs, and travel for the proposed scope of work (Tasks 1-3).

A: Yes, your cost proposal should include all costs associated with the performance of the work to complete the project and should include a total cost for each Task 1-3.