



**TOWN OF LEESBURG, VIRGINIA
REQUEST FOR PROPOSALS**

**PROFESSIONAL AIRPORT PLANNING, ENGINEERING,
AND ARCHITECTURAL SERVICES
FOR THE LEESBURG EXECUTIVE AIRPORT**

RFP NO. 320830-FY16-13

The Town of Leesburg is accepting proposals for Professional Airport Planning, Engineering and Architectural Services to include general civil engineering, geotechnical, surveying and other related services in support of projects at the Leesburg Executive Airport as identified by the Town of Leesburg officials. Proposals must be submitted to Thomas H. Brandon, Manager, Office of Capital Projects, 25 W. Market St., Leesburg, VA 20176, no later than 4:00 p.m., Friday, October 23, 2015. All proposals must indicate the RFP title, number and bid date on the external shipping materials.

All questions regarding this RFP must be received in writing by email at CapitalBidQuestions@leesburgva.gov until but no later than 5:00 p.m. on Friday, October 16, 2015.

Interested offerors may download a copy of the RFP from the bid board on the Town's website at <http://www.leesburgva.gov/bidboard> and may be obtained beginning Thursday, September 24, 2015. Contact Cindy Steyer at 703-737-2302 or csteyer@leesburgva.gov with questions about obtaining these documents. **All addenda issued for this project will only be posted on the Town's Bid Board.**

Thomas H. Brandon, Manager
Office of Capital Projects