



**TOWN OF LEESBURG
ADVERTISEMENT FOR BID**

**TOWN GREEN STAGE
IFB NO. 100812-FY16-18**

SEALED BIDS to construct the above project WILL BE RECEIVED by Mr. Thomas H. Brandon, Manager, Office of Capital Projects for the Town of Leesburg, either by mail or hand delivered to the First Floor Lobby Receptionist, 25 West Market Street, Leesburg, VA 20176, **UNTIL BUT NO LATER THAN 3:30 p.m., Monday, February 29, 2016.** Bids shall be marked “Sealed Bid for **Town Green Stage** Bid Date –Monday, February 29, 2016 – 3:30 P.M.” Bids will be opened and read aloud at 25 West Market Street, Lower Level Conference Room 2, at that date and time.

All questions regarding this bid must be received in writing by email at CapitalBidQuestions@leesburgva.gov or by fax at 703-737-7065 until but no later than 5:00 p.m. on Monday, February 22, 2016.

The project includes construction of a permanent stage facility in the Town Green adjacent to the Leesburg Town Hall at 25 West Market Street in Leesburg.

The Town reserves the right to perform all, part, or none of the work.

Bid Documents are available for download from the Town’s Bid Board at <http://www.leesburgva.gov/bidboard> and may be obtained beginning Wednesday, February 10, 2016. Contact Cindy Steyer at 703-737-2302 or csteyer@leesburgva.gov with questions about obtaining these bid 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