

# NOTICES FOR OFFERORS

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## A. MANDATORY PRE-PROPOSAL MEETING

A pre-proposal meeting will be held for Offerors at the **Lorien Hotel and Spa (Liberty Room)** in Old Town Alexandria at 1600 King Street, Alexandria, Virginia 22314. The *date and time is specified on Page 1* of this RFP.

## B. MANDATORY SITE VISIT

A site visit to the Manassas Station Parking Garage will be held after a recess following the pre-proposal meeting on the *date and time specified on Page 1* of this RFP. Offerors should meet at:

VRE Manassas Station Parking Garage  
9102 Prince William Street  
Manassas, VA 20110

## C. ATTENDANCE

1. Attendance at the pre-proposal meeting and site visit is **mandatory** and shall be limited to no more than three (3) representatives of each firm.
2. **Attendance at the pre-proposal meeting and site visit is a prerequisite to submitting a proposal.** Proposals will only be accepted from those Offerors who are represented at the meeting and site visit. Attendance will be evidenced by the representative's signature on the attendance roster.
3. No one will be admitted fifteen (15) minutes after the specified time of the pre-proposal meeting or site visit.
4. Offerors **must** confirm their attendance by contacting Detrius Bolton at (703) 838-5426 or dbolton@vre.org prior to the *date and time specified on Page 1* of this RFP.

