

ADDENDUM #1
Upton Hill Ocean Dunes Locker Room Renovations
Upton Hill Regional Park

Sealed bids will be received at the NOVA Parks Headquarters, 5400 Ox Road, Fairfax Station, Virginia 22039, until **Tuesday, October 21st, 2025, at 11:00 a.m. EST.** Bids will be opened in public at the NOVA Parks Headquarters on **Tuesday, October 21st, 2025, at 1:00 p.m. EST.**

Bids on the completed Form of Proposal and bid bonds (if applicable) may be (1) submitted in person at the NOVA Parks Headquarters, (2) sent via U.S. Mail or other delivery service, or (3) electronically submitted by emailing to NOVAParksBids@nvrpa.org.

For bids submitted in person or via U.S. Mail or other delivery service, bidders should:

- Label bids to the attention of the Director of Planning and Development.
- Include on the outside of the bid the name of the bidder and the project name as noted on the cover sheet of the Project Manual.

For bids submitted via email, bidders should:

- Include in the bid email subject line the name of the bidder and the project name as noted on the cover sheet of the Project Manual.
- Send the bid email with an automated request for a receipt to be sent back to the bidder when the email is read/opened. Bid emails will not be opened by NOVA Parks until the date and time bids are due to be received.
- Submit the bid Form of Proposal, and any other supporting documents, as PDF attachments to the email. Do not include these documents in the body of the email.
- Notify the NOVA Parks project manager of their intent to submit an electronic bid at least 24 hours prior to the bid deadline.

It shall be the bidder's responsibility to ensure their bid, and any supporting documents are formally received by NOVA Parks. Prior to the date and time bids are due, bidders should request and obtain a written receipt or confirmation from NOVA Parks documenting that the paper or electronically submitted bid was received.