



# TOWN OF OCCOQUAN

Circa 1734 • Chartered 1804 • Incorporated 1874  
314 Mill Street • PO Box 195 • Occoquan, Virginia 22125  
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[www.occoquanva.gov](http://www.occoquanva.gov)

**TOWN COUNCIL**  
Earnest W. Porta, Jr., Mayor  
Jenn Loges, Vice Mayor  
Theo Daubresse  
Cindy Fithian  
Nancy Freeborne-Brinton  
Eliot Perkins

**TOWN MANAGER**  
Adam C. Linn, J.D.

## REQUEST FOR PROPOSAL

ISSUE DATE: **Monday, April 21, 2025**  
INQUIRIES DUE DATE: **Monday, May 19, 2025**  
PROPOSAL DUE DATE: **Friday, May 30, 2025, at 2:00 p.m. EST**  
RFP NO.: RFP2025-002  
TITLE: Trash, Recycling, Bulk and Yard Waste Collection

The Town of Occoquan, referenced hereafter as the Town, is accepting proposals from qualified contractors to provide collection of trash, recycling, bulk and yard waste for town residents and commercial businesses, based on the specifics in the following documentation.

All proposals are due to the Town of Occoquan **[electronically to TownManager@occoquanva.gov](mailto:TownManager@occoquanva.gov)**, **by 2:00 p.m. on Friday, May 30, 2025**. Proposals will not be accepted by any other means. Responses must include **“RFP2025-002 – Trash, Recycling, Bulk and Yard Waste Collection”** in the subject line. Please refer to Section V for the full submittal instructions.

All inquiries for information regarding Proposal submission requirements, procurement procedures, or site visits shall be directed to: [TownManager@occoquanva.gov](mailto:TownManager@occoquanva.gov). The Town shall not be responsible for verbal clarification of information provided by any party. Offerors may not rely on any oral information provided. The Town will provide written responses to questions as the only form of clarification.

The Town of Occoquan does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against any Offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by law relating to discrimination in employment.

THIS INFORMATION, OR ANY PART THEREOF, MAY NOT BE RELEASED OR REPRODUCED IN ANY FORM WITHOUT THE PERMISSION OF THE TOWN OF OCCOQUAN, VA.

In compliance with this Request for Proposal and all the conditions imposed herein, the undersigned offers and agrees to furnish the products and/or services in accordance with the signed Proposal or as mutually agreed upon by subsequent negotiation. The undersigned also warrants that the pricing offer contained in the response to this Request for Proposal is firm for a period of not less than 60 days from the date of receipt by the Town.

**Name and Address of Firm:**

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**Signature In Ink:**

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**Print/Type**

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**I. GENERAL INFORMATION:**

The Town of Occoquan is seeking proposals from a qualified Contractor to furnish all labor, equipment, and materials to provide weekly trash, recycling, bulk and yard waste collection for residents, some commercial businesses, and the municipality. These services include, but are not limited to:

- Curbside collection and delivery of household waste and municipal waste to approved and licensed disposal facility.
- Curbside collection and processing of designated recycling items to approved and licensed recycling facility.
- Collection of town bulk container in the business district.
- Collection of certain pedestrian waste and recycling containers in the business district.
- Provision and collection of bulk containers for two Town annual special events.

The Town of Occoquan's corporate limits include residential areas, as well as a historic business district along the Occoquan River. There are approximately 468 residential, business, and mixed-use properties located within the Town that will be served by this contract.

**II. SCOPE OF WORK:**

The Town of Occoquan is soliciting proposals from qualified contractors for the weekly collection of trash, recycling, bulk and yard waste for town residents and businesses who do not utilize private commercial dumpster services.

- a. The work to be performed include the collection, delivery and disposal of residential and commercial municipal waste and recycling materials, as well as bulk and yard waste. Currently the Town provides service to approximately 468 residential/commercial units located within the residential district and historic district (mixed-use) within a total of .22 square miles.
- b. The work includes furnishing of all labor and the provision and maintenance of a sufficient number of collection vehicles and all other equipment required for the prompt and efficient collection and removal of all waste within the area included in the town's limits.
- c. The work includes the provision and maintenance of trash and recycle bins/carts by the Contractor to all serviced units. Town residents and businesses currently use 96-gallon trash containers, and 64-gallon or 18-gallon recycling containers. Currently, most businesses and single-family homes utilize the 64-gallon recycling carts, and most townhomes, condominiums and mixed-use residences utilize 18-gallon recycling bins.
- d. The collection and delivery of municipal waste is to be bid for all single-family, multi-family, and mixed-use residences and businesses located within the Town's corporate limits. Only businesses not currently privately-serviced by commercial dumpsters are to be included in this contract.
- e. The collection and delivery of municipal waste is to be bid for all public pedestrian refuse and recycling containers located within the business district. The Town of Occoquan provides approximately 30 black wrought iron trash and 6 recycling containers on the sidewalks located within the business district to serve the needs of pedestrians. The Contractor will be expected to service these containers on a weekly basis and return the lids securely to the top of each container.
- f. The work includes an additional collection of the pedestrian refuse containers located within the business district weekly on Fridays from May 1 through October 31, each year.
- g. The collection and delivery of yard waste is included in this contract. Yard waste is collected on the Town's regular collection day. Tree trimmings are in bundles no larger than four (4) feet in length and leaves and other yard waste are secured in bags weighing no more than 50 pounds. Unbagged, loose leaves are not collected.
- h. The collection and delivery of bulk waste is included in this contract. Bulk collections are currently scheduled through a special pick-up through the Contractor and are limited to three (3) items of bulk trash per collection and is scheduled for the next regular collection day.
- i. The work includes the provision of one (1) six-yard container to the municipal parking lot to be serviced once per week.
- j. The work includes the provision and servicing of eight (8) eight-yard containers to the Town of Occoquan for its Spring and Fall artisan and crafter festivals that occur during the first full weekend

in June and last full weekend in September each year. Containers will be delivered by the Friday before the show (Saturday and Sunday) and picked up on the following Monday. This is performed twice per year.

- k. In addition, households where no one is physically able to roll the carts to the street for collection will be entitled to receive backdoor pickup or outside garage service **at no extra charge** upon verification of their physical limitation by a representative of the Town.
- l. The Contractor shall provide a local office, equipped with telephone on a toll-free basis, and such attendants as necessary to receive and handle complaints and inquiries between the hours of 8:00 a.m. and 5:00 p.m., Monday through Friday. The Contractor shall maintain an answering service during off-hours so that messages regarding service can be received from the public twenty-four (24) hours per day.
- m. Please provide the following information:
  - Will a customer service representative be assigned to this Contract?
  - How many staff personnel will be located at your office?
  - Where are your maintenance and operation facilities located?
  - How many mechanics, mechanic helpers, and service personnel on routes, including drivers, do you have at your operations and how many are proposed to be used for this contract?
- n. The Contractor shall do all work in a manner as to not create a nuisance. Municipal waste spilled or scattered on sidewalks, streets, gutters, or roadways during the collection shall be immediately cleaned up by the Contractor.
- o. All reusable receptacles containing municipal waste, after being emptied by the Contractor, shall be returned **WITHOUT DAMAGE** to the place from which they were removed. Containers must not be placed in the public roadways or blocking public or private driveways.
- p. There shall be no deviation from the established collection schedule except for generally recognized holidays as listed below or for emergency events as approved by the Town Manager or their designee. Additional holidays may added as approved by the Town Manager or their designee. Collections shall be made regardless of weather or other conditions which would impede collection such as snow, flood, riot, or other disaster unless authorization to suspend collection is obtained from the Town Manger or their designee. Pickups missed due to a holiday or emergency event shall be collected the following day unless otherwise approved by the Town Manager or their designee.
  - New Year's Day - January 1<sup>st</sup>
  - Independence Day - July 4<sup>th</sup>
  - Christmas Day - December 25<sup>th</sup>
- q. In the event of a forecast of inclement weather that would create an emergency event, the Contractor shall notify the Town Manager or their designee within 16 hours of a proposed suspension in collection.
- r. The manner of notification to residents and businesses of a schedule change must be approved by the Town Manager or their designee. Any written notification to residents and businesses will be the responsibility of the Contractor.
- s. Contractor will perform collection services weekly. Currently, all collection services are performed weekly on Wednesdays after 7:00 a.m. Due to the Town's narrow streets, and busy downtown area, collection services should be completed as early as is feasible.
- t. The Contractor shall provide a quarterly report to the Town detailing the quantity of materials collected for each of the following categories: (1) household waste, (2) recycling, (3) bulk waste, and (4) yard waste. The quantity reported per category may be in terms of volume or weight, but the unit of measurement for a category shall be consistent in all reports.
- u. Invoices for all work performed shall be submitted monthly to the Town Manager. Invoices should include a detailed description of all work performed.

**III. EQUIPMENT:** The Contractor shall furnish and maintain all trucks, labor, tools, machines, materials, and equipment necessary and required for the full, proper, and efficient conduct of the work. The equipment shall be kept in good order and repair. Each vehicle shall have clearly visible on each side the name and phone number of the Contractor.

- IV. **SUBCONTRACT:** The Contractor shall not subcontract any portion of the work to be done hereto except upon the prior written consent of the Town of Occoquan. Any approved subcontract shall not release the Contractor from its primary liability to perform all aspects of the contract.
- V. **CONTRACT TERM:** The Town will enter into a one (1) year contract with the selected Contractor to provide the services listed above. The contract will commence on July 1, 2025 and terminate on June 30, 2026. The contract may be renewed annually, for up to four (4) years, if agreed upon by both parties.
- VI. **CONTRACT AWARD CRITERIA:** Evaluation of the Contractor's proposal by the Town will include consideration of:
- Contractor's ability to meet the solid waste and recycling collection, delivery, and disposal requirements.
  - Demonstrated capabilities of the Contractor to provide waste and recycling collection services.
  - Quoted price.
  - Terms and conditions of Contract and risks and liabilities to be borne by the Town.

## VII. GENERAL CONTRACT TERMS AND CONDITIONS

1. **SUBMITTAL INSTRUCTIONS:** One (1) PDF copy of each proposal must be submitted with the documentation listed below and received by the Town of Occoquan, Town Manager, at the email address shown on the cover page of this solicitation. Proposals must be received no later than the date and time listed on the cover page of this solicitation. Proposals in the form of telephone, facsimiles or mail messages deliveries will not be accepted.

Contractors shall complete and submit as their proposal, the following documents:

- a. **The return of the Request for Proposal cover sheet signed** and filled out as required by a representative of the Contractor authorized to legally bind the firm into a contract.
  - b. **All addenda acknowledgements**, if any, signed and filled out as required. Any addenda to this solicitation can be easily accessed on the Town of Occoquan website - [www.occoquanva.gov](http://www.occoquanva.gov). Contractors are responsible for checking the website frequently. Failure to acknowledge all addenda may result in the rejection of your proposal submission.
  - c. **Contract pricing proposal** (include Town-provided pricing form with any additional Bidder-provided pricing proposal).
  - d. **Answers to technical questions in Section II(m)** (no form provided by Town).
  - e. Include any additional information the Contractor believes to be essential to a thorough evaluation of its proposal.
  - f. **Include a minimum of three (3) references** where similar work was performed (no form provided by Town). Include the dates when work was provided, the business name, address, and name and telephone number of the contract administrator. The Town shall have the option of checking discovered references in addition to references provided by the Contractor. The Town must be able to contact references without notification to the Contractor.
2. **LATE PROPOSALS:** Proposals received after the submission deadline will be returned, unopened, provided a return address is visible.
3. **ACCEPTANCE OR REJECTION OF PROPOSALS:** The Town reserves the right to accept or reject any or all proposals in whole or in part and to waive minor informalities in the process of awarding this contract.
4. **COMPETITION INTENDED:** It is the Town's intent that the Request for Proposal permit competition. It shall be the offerors responsibility to advise the Town Manager in writing of any language, requirements, specifications, etc. or any combinations thereof, inadvertently restricts or limits the

requirements stated in this RFP to a single source.

5. **INQUIRIES COMMENTS CONCERNING SPECIFICATIONS:** Questions or comments concerning the specifications, contained herein must be received by the Town manager by the Inquiries Due Date. Any interpretation deemed to be material in nature or that alters the scope of the goods or services being requested will be expressed in the form of a written addendum. Such addendum will be sent to all prospective offerors no later than three (3) days prior to the Proposal Due Date. Verbal communications will not be binding.
6. **COSTS INCURRED IN RESPONDING:** This solicitation does not commit the Town to pay any costs incurred in the preparation and submission of proposals or in making necessary studies or designs for the preparation thereof, nor to procure or contract for services.
7. **DISPOSITION OF PROPOSALS:** All materials submitted in response to this RFP will become the property of the Town. One (1) copy of each proposal shall be retained for official files and will become a public record. These records will be available for public inspection after award of contract. It is understood that the proposal will become a part of the official file on this matter without obligation on the part of the Town except as to the disclosure restrictions contained in Section 12. "Disclosure: Trade Secrets and Proprietary Information".
8. **DISCLOSURE-TRADE SECRETES AND PROPRIETARY INFORMATION:** In compliance with the Virginia Public Procurement Act (the "VPPA"), all proposals will be available for public inspection. Trade secrets and proprietary information submitted by a Contractor in connection with a procurement shall not be subject to public disclosure under the Virginia Freedom of Information Act; however, the offeror must invoke the protection of this section prior to or upon submission of the data or other materials, and must identify the specific area or scope of data or other materials to be protected and state the reasons why protection is necessary. An all-inclusive statement that the entire proposal is proprietary is unacceptable. A statement indicating that costs are to be protected is unacceptable.
9. **LAWS AND REGULATIONS:** The Offerors attention is directed to the fact that all applicable Commonwealth of Virginia laws, municipal ordinances and the rules and regulations of all authorities having jurisdiction over the contract shall apply to the contract throughout, and they will be considered to be included in the contract the same as though herein written out it full.
10. **LICENSE REQUIREMENT:** All firms doing business for the Town of Occoquan are required to be licensed in accordance with the Town's "Business, Professional, and Occupational Licensing (BPOL) Tax" Ordinance. Wholesale and retail merchants without a business location in Occoquan, VA are exempt from this requirement. Questions concerning the BPOL Tax should be directed to the Town Clerk at (703) 491-1918. The BPOL license number, if applicable, must be indicated on the pricing page of this Request for Proposal. Contractors submitting price quotes must be fully licensed to do business in Virginia.
11. **NON-ASSIGNMENT OF CONTRACT:** The contractor shall not assign the contract, or any portion thereof, without the advanced written permission of the Town Manager, such permission not to be unreasonably withheld.
12. **CONTRACT AWARD:** The resulting contract will be issued to the best value proposal, without regard to offered discounts for early payment. Price quotes should be listed for each individual service and broken down to a fixed monthly cost for each. The Town intends to award a contract for all identified services, but reserves the right to delete any services prior to contract award.
13. **INSURANCE REQUIREMENT:** Any vendor or contractor engaged to perform work on Town property shall not start work until they have obtained and provided at a minimum, proof of the insurance required

below. Additionally, the contractor shall not allow any subcontractor to commence work until all similar insurance required of the subcontractor has been obtained.

These certificates must be forwarded to the Town Manager before the contract is signed.

Insurance Requirements:

Workers Compensation: Statutory Workers' Compensation and Employers' Liability insurance under the Commonwealth of Virginia statutory requirements.

Bodily Injury:               \$2,000,000 each person  
                                      \$2,000,000 each occurrence

Property Damage:

Automobile:               \$2,000,000 each accident  
General Liability:       \$2,000,000 each accident  
                                      \$2,000,000 each occurrence

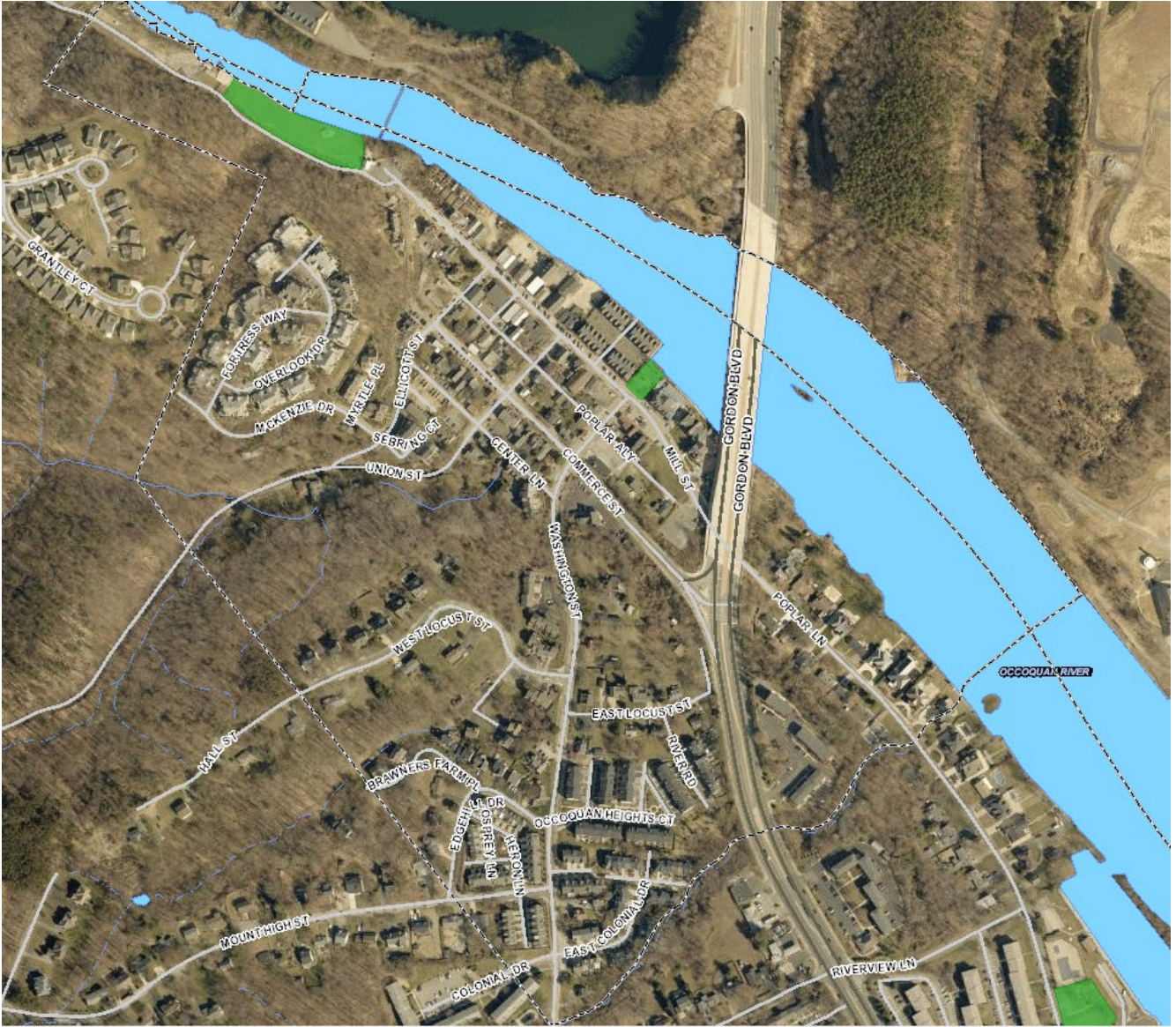
\*Notice of cancellation must be on insurance certificate- No change, cancellation, or non-renewal shall be made in any insurance coverage without a thirty-day written notice to the Town Manager. The contractor shall furnish a new certificate prior to any change or cancellation date. The failure of the contractor to deliver a new and valid certificate will result in suspension of all work and payments until the new certificate is furnished.

\*The Town must be named as an additional insured. This proof must be in the form of a copy of the endorsement to your policy.

14. **CLAIMS:** The contractor shall be responsible for resolutions of any and all damage claims resulting from operations provided. Claims made to the Town as a result of operators provided under this contract will be referred to the contractor for handling. Failure to properly respond to and resolve claims constitutes unsatisfactory performance and may result in cancellation of the contract.



ATTACHMENT B



Town of Occoquan Corporate Limits

**ATTACHMENT C**  
**RFP2025-002 PRICING SHEET**

<b>Base Year</b>					
		Per Unit / Per Month	Units	Months / Number	Subtotal
001	Curbside Collection - refuse		470	12	
002	Curbside Collection - recycling		470	12	
003	Town Bulk Collection - Business District		1	12	
004	Pedestrian Waste and Recycling Containers - Business District Additional		36	6	
005	Town Annual Special Events - June / September		8	2	
				TOTAL	

<b>Option Year 1</b>					
		Per Unit / Per Month	Units	Months / number	Subtotal
001	Curbside Collection - refuse		470	12	
002	Curbside Collection - recycling		470	12	
003	Town Bulk Collection - Business District		1	12	
004	Pedestrian Waste and Recycling Containers - Business District Additional		36	6	
005	Town Annual Special Events - June / September		8	2	
				TOTAL	

<b>Option Year 2</b>					
		Per Unit / Per Month	Units	Months / number	Subtotal
001	Curbside Collection - refuse		470	12	
002	Curbside Collection - recycling		470	12	
003	Town Bulk Collection - Business District		1	12	
004	Pedestrian Waste and Recycling Containers - Business District Additional		36	6	
005	Town Annual Special Events - June / September		8	2	
				TOTAL	

<b>Option Year 3</b>					
		Per Unit / Per Month	Units	Months / number	Subtotal
001	Curbside Collection - refuse		470	12	
002	Curbside Collection - recycling		470	12	
003	Town Bulk Collection - Business District		1	12	
004	Pedestrian Waste and Recycling Containers - Business District Additional		36	6	
005	Town Annual Special Events - June / September		8	2	
				TOTAL	

<b>Option Year 4</b>					
		Per Unit / Per Month	Units	Months / number	Subtotal
001	Curbside Collection - refuse		470	12	
002	Curbside Collection - recycling		470	12	
003	Town Bulk Collection - Business District		1	12	
004	Pedestrian Waste and Recycling Containers - Business District Additional		36	6	
005	Town Annual Special Events - June / September		8	2	
				TOTAL	

**ATTACHMENT D**

**Occoquan - Single Family Properties**

<b>GPIN</b>	<b>Address</b>	<b>Legal</b>
8393-63-8388	131 WASHINGTON ST	1 L
8393-73-0648	119 WASHINGTON ST	1 L 57-1-99
8393-74-0504	126 POPLAR ALY	2 L
8393-53-8794	409 UNION ST	57-1-106
8393-54-5712	406 UNION ST	57-1-108
8393-64-0519	402 MCKENZIE DR	57-2-104A
8393-63-9571	127 WASHINGTON ST	ACREAGE L-01
8393-73-0871	114 COMMERCE ST	ACREAGE L-02
8393-64-8220	206 WASHINGTON ST	ACREAGE L-1
8393-64-8023	201 COMMERCE ST	ACREAGE L-2
8393-54-5848.01	459 FORTRESS WAY	ACREAGE PH 2 UNIT 459 (PT.40915AC)
8393-54-5438.01	461 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 461 (PT.76897AC)
8393-54-5543.02	463 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 463 (PT.76897AC)
8393-54-5843.02	465 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 465 (PT.76897AC)
8393-54-5742.02	467 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 467 (PT.76897AC)
8393-54-5640.02	469 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 469 (PT.76897AC)
8393-54-5537.02	471 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 471 (PT.76897AC)
8393-54-5340.02	473 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 473 (PT.76897AC)
8393-54-5643.01	475 FORTRESS WAY	BARRINGTON PO PH 1 UNIT 475 (PT.76897AC)
8393-54-9056.01	402 FORTRESS WAY	BARRINGTON PO PH 14 UN 402 (PT.4056AC)
8393-54-9055.02	404 FORTRESS WAY	BARRINGTON PO PH 14 UN 404 (PT.4056AC)
8393-54-9159.02	406 FORTRESS WAY	BARRINGTON PO PH 14 UN 406 (PT.4056AC)
8393-54-8958.02	408 FORTRESS WAY	BARRINGTON PO PH 14 UN 408 (PT.4056AC)
8393-54-8658.02	410 FORTRESS WAY	BARRINGTON PO PH 14 UN 410 (PT.4056AC)
8393-54-8459.02	412 FORTRESS WAY	BARRINGTON PO PH 14 UN 412 (PT.4056AC)
8393-54-8555.02	414 FORTRESS WAY	BARRINGTON PO PH 14 UN 414 (PT.4056AC)
8393-54-8556.01	416 FORTRESS WAY	BARRINGTON PO PH 14 UN 416 (PT.4056AC)
8393-54-6054.01	449 FORTRESS WAY	BARRINGTON PO PH 2 UNIT 449 (PT.40915AC)
8393-54-6353.01	451 FORTRESS WAY	BARRINGTON PO PH 2 UNIT 451 (PT.40915AC)
8393-54-6152.01	453 FORTRESS WAY	BARRINGTON PO PH 2 UNIT 453 (PT.40915AC)
8393-54-6050.01	455 FORTRESS WAY	BARRINGTON PO PH 2 UNIT 455 (PT.40915AC)
8393-54-6047.01	457 FORTRESS WAY	BARRINGTON PO PH 2 UNIT 457 (PT.40915AC)
8393-64-0472.01	318 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 318
8393-64-0572.02	320 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 320
8393-64-0173.02	322 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 322
8393-64-0371.02	324 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 324
8393-64-0369.02	326 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 326
8393-64-0368.02	328 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 328
8393-64-0669.02	330 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 330
8393-64-0468.01	332 OVERLOOK DR	BARRINGTON PO PH 7 BLDG 7 UN 332
8393-54-9072.01	401 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 401 (PT.41626AC)
8393-54-9371.02	403 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 403 (PT.41626AC)
8393-54-9368.02	405 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 405 (PT.41626AC)
8393-54-9169.02	407 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 407 (PT.41626AC)
8393-54-9069.02	409 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 409 (PT.41626AC)
8393-54-8769.02	411 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 411 (PT.41626AC)
8393-54-8972.02	413 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 413 (PT.41626AC)
8393-54-9267.01	415 FORTRESS WAY	BARRINGTON PO PH BLDG 15 UN 415 (PT.41626AC)
8393-54-7366.01	417 FORTRESS WAY	BARRINGTON PO UNIT 417 (PT.60444AC)
8393-54-7671.02	419 FORTRESS WAY	BARRINGTON PO UNIT 419 (PT.60444AC)
8393-54-7969.02	421 FORTRESS WAY	BARRINGTON PO UNIT 421 (PT.60444AC)
8393-54-7769.02	423 FORTRESS WAY	BARRINGTON PO UNIT 423 (PT.60444AC)
8393-54-7567.02	425 FORTRESS WAY	BARRINGTON PO UNIT 425 (PT.60444AC)

GPIN	Address	Legal
8393-54-7365.02	427 FORTRESS WAY	BARRINGTON PO UNIT 427 (PT.60444AC)
8393-54-7368.02	429 FORTRESS WAY	BARRINGTON PO UNIT 429 (PT.60444AC)
8393-54-7770.01	431 FORTRESS WAY	BARRINGTON PO UNIT 431 (PT.60444AC)
8393-64-3425	310 CENTER LN	BERRYWOOD TOWNHOUSES L-01
8393-64-3524	306 CENTER LN	BERRYWOOD TOWNHOUSES L-02
8393-64-3722	304 CENTER LN	BERRYWOOD TOWNHOUSES L-03
8393-64-3821	302 CENTER LN	BERRYWOOD TOWNHOUSES L-04
8393-64-3919	300 CENTER LN	BERRYWOOD TOWNHOUSES L-05
8393-62-8050	100 EAST COLONIAL DR	BROOKSIDE PH 2 L-32
8393-62-8351	102 EAST COLONIAL DR	BROOKSIDE PH 2 L-33
8393-62-8650	104 EAST COLONIAL DR	BROOKSIDE PH 2 L-34
8393-62-8851	106 EAST COLONIAL DR	BROOKSIDE PH 2 L-35
8393-62-8340	101 EAST COLONIAL DR	BROOKSIDE SEC II PH II L 36A
8393-62-8639	103 EAST COLONIAL DR	BROOKSIDE SEC II PH II L 37A
8393-62-8841	105 EAST COLONIAL DR	BROOKSIDE SEC II PH II L 38A
8393-62-9142	107 EAST COLONIAL DR	BROOKSIDE SEC II PH II L 39A
8393-63-7107.01	116 WASHINGTON ST	COBBLESTONE H U 1 PT.3992AC
8393-63-7208.01	116 WASHINGTON ST	COBBLESTONE H U 2 PT.3992AC
8393-63-7009.01	116 WASHINGTON ST	COBBLESTONE H UNIT 3 PH 2 PT.3992AC
8393-63-6908.01	116 WASHINGTON ST	COBBLESTONE H UNIT 4 PH 2 PT.3992AC
8393-63-6809.01	116 WASHINGTON ST	COBBLESTONE H UNIT 5 PH 2 PT.3992AC
8393-63-6910.01	116 WASHINGTON ST	COBBLESTONE H UNIT 6 PH 2 PT.3992AC
8393-63-6611.01	116 WASHINGTON ST	COBBLESTONE H UNIT 7 PH 2 PT.3992AC
8393-63-6614.01	116 WASHINGTON ST	COBBLESTONE H UNIT 8 PH PT.3992AC
8393-62-9056	103 WASHINGTON ST	CONVERTIBLE SPACE PCL B-1
8393-64-9464.01	270 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 1 UNIT 01
8393-64-9563.01	268 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 1 UNIT 02
8393-64-9762.01	266 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 1 UNIT 03
8393-64-9860.01	264 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 1 UNIT 04
8393-64-9959.01	262 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 1 UNIT 05
8393-74-0355.01	258 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 2 UNIT 06
8393-74-0554.01	256 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 2 UNIT 07
8393-74-0653.01	254 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 2 UNIT 08
8393-74-0851.01	252 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 2 UNIT 09
8393-74-0950.01	250 GASLIGHT LANDING CT	GASLIGHT LANDING CONDOMINIUM PH 2 UNIT 10
8393-74-0241.01	211 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 3 UNIT 11
8393-74-0043.01	213 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 3 UNIT 12
8393-64-9944.01	215 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 3 UNIT 13
8393-64-9746.01	217 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 3 UNIT 14
8393-64-9647.01	219 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 3 UNIT 15
8393-64-9251.01	223 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 4 UNIT 16
8393-64-9052.01	225 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 4 UNIT 17
8393-64-8953.01	227 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 4 UNIT 18
8393-64-8855.01	229 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 4 UNIT 19
8393-64-8656.01	231 MILL ST	GASLIGHT LANDING CONDOMINIUM PH 4 UNIT 20
8393-63-9834	102 EAST LOCUST ST	H M JANNEY SD L 3
8393-73-0117	105 EAST LOCUST ST	H M JANNEY SD L 8
8393-73-0835	104 EAST LOCUST ST	HARVEY JANNEY L 4
8393-62-6869	98 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-01
8393-62-6872	100 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-02
8393-62-6874	102 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-03
8393-62-6777	104 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-04
8393-62-6779	106 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-05
8393-62-6781	108 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-06

GPIN	Address	Legal
8393-62-6784	110 WASHINGTON ST	HERNDON ADDITION TO OCCOQUAN WALK L-07
8393-62-6388	122 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-08
8393-62-6189	120 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-09
8393-62-5990	118 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-10
8393-62-5791	116 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-11
8393-62-5593	114 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-12
8393-62-5394	112 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-13
8393-62-5095	110 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-14
8393-62-4887	108 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-15
8393-62-4885	106 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-16
8393-62-4882	104 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-17
8393-62-4880	102 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-18
8393-62-4877	100 EDGEHILL DR	HERNDON ADDITION TO OCCOQUAN WALK L-19
8393-62-4669	114 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-20A
8393-62-4969	116 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-21A
8393-62-5169	118 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-22A
8393-62-5369	120 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-23
8393-62-5669	122 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-24
8393-62-5969	124 MOUNT HIGH ST	HERNDON ADDITION TO OCCOQUAN WALK L-25
8393-63-7231	101 WEST LOCUST ST	HOLLOWS LOT 1
8393-63-7556	140 WASHINGTON ST	HOLLOWS LOT 10
8393-63-7356	142 WASHINGTON ST	HOLLOWS LOT 11
8393-63-7157	144 WASHINGTON ST	HOLLOWS LOT 12
8393-63-6958	146 WASHINGTON ST	HOLLOWS LOT 13
8393-63-6759	148 WASHINGTON ST	HOLLOWS LOT 14
8393-63-6464	150 WASHINGTON ST	HOLLOWS LOT 15
8393-63-6566	152 WASHINGTON ST	HOLLOWS LOT 16
8393-63-6568	154 WASHINGTON ST	HOLLOWS LOT 17
8393-63-6670	156 WASHINGTON ST	HOLLOWS LOT 18
8393-63-6572	158 WASHINGTON ST	HOLLOWS LOT 19
8393-63-6931	103 WEST LOCUST ST	HOLLOWS LOT 2
8393-63-6673	160 WASHINGTON ST	HOLLOWS LOT 20
8393-63-6732	105 WEST LOCUST ST	HOLLOWS LOT 3
8393-63-6634	107 WEST LOCUST ST	HOLLOWS LOT 4
8393-63-6550	110 WEST LOCUST ST	HOLLOWS LOT 5
8393-63-6749	108 WEST LOCUST ST	HOLLOWS LOT 6
8393-63-6948	106 WEST LOCUST ST	HOLLOWS LOT 7
8393-63-7147	104 WEST LOCUST ST	HOLLOWS LOT 8
8393-63-7346	102 WEST LOCUST ST	HOLLOWS LOT 9
8393-63-5629	100 FRAYERS FARM CT	HOLLOWS SEC 2 LOT 1
8393-63-1510	210 BRAWNERS FARM PL	HOLLOWS SEC 2 LOT 10
8393-63-5619	102 FRAYERS FARM CT	HOLLOWS SEC 2 LOT 2
8393-63-6105	113 EDGEHILL DR	HOLLOWS SEC 2 LOT 3
8393-63-5510	111 EDGEHILL DR	HOLLOWS SEC 2 LOT 4
8393-63-4909	200 BRAWNERS FARM PL	HOLLOWS SEC 2 LOT 5
8393-63-3924	103 FRAYERS FARM CT	HOLLOWS SEC 2 LOT 6A1
8393-63-4513	202 BRAWNERS FARM PL	HOLLOWS SEC 2 LOT 7A
8393-63-3517	204 BRAWNERS FARM PL	HOLLOWS SEC 2 LOT 8A
8393-63-2415	208 BRAWNERS FARM PL	HOLLOWS SEC 2 LOT 9
8393-63-3728	113 FRAYERS FARM CT	HOLLOWS SEC 2 OUTLOT B
8393-63-8412	113 WASHINGTON ST	JANNEY 6A
8393-63-8839	115 WASHINGTON ST	JANNEY L 1-2
8393-73-1936	108 EAST LOCUST ST	JANNEY L 19
8393-73-1748	106 EAST LOCUST ST	JANNEY L 20

GPIN	Address	Legal
8393-63-8721	101 EAST LOCUST ST	JANNEY L 5
8393-73-1116	107 EAST LOCUST ST	JANNEY L 9
8393-73-2522	109 EAST LOCUST ST	JANNEY P L 10
8393-73-2539	110 EAST LOCUST ST	JANNEY P L 18
8393-63-9517	103 EAST LOCUST ST	JANNEY P L 7
8393-73-9048	107 POPLAR LN	JOHN LEARY SE L 9
8393-64-3767	204 ELLICOTT ST	L 45-46
8393-64-3349	312 COMMERCE ST	L 53
8393-64-3845	310 COMMERCE ST	L 54
8393-64-7332	209 COMMERCE ST	L P 38
8393-64-6934	211 COMMERCE ST	L P 39
8393-64-5335	302 COMMERCE ST	L P 57
8393-73-6865	113 POPLAR LN	LEARY - WATER L 6
8393-73-7660	111 POPLAR LN	LEARY - WATER L 7
8393-73-9641	105 POPLAR LN	LEARY L 10
8393-83-0434	103 POPLAR LN	LEARY L 11
8393-73-6081	117 POPLAR LN	LEARY L 4
8393-73-6268	115 POPLAR LN	LEARY L 5
8393-73-8354	109 POPLAR LN	LEARY L 8
8393-83-0927	101 POPLAR LN	LEARY SD L 12
8393-64-6321	208 COMMERCE ST	LOT 59A
8393-62-5148	1603 MOUNT HIGH ST	MAY L 5 57-13-5
8393-62-3599	107 EDGEHILL DR	MOUNT HIGH L 6
8393-62-3291	105 EDGEHILL DR	MOUNT HIGH L 7
8393-62-2680	103 EDGEHILL DR	MOUNT HIGH PT LOT 8
8393-64-1531	389 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-01
8393-64-1428	391 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-02
8393-64-0535	390 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-03
8393-64-0637	388 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-04
8393-64-0739	386 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-05
8393-64-0941	384 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-06
8393-64-1047	382 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-07
8393-64-1549	380 MYRTLE PL	MOUNT VISION MYRTLE BANK TOWNHOMES L-08
8393-73-1360	102 COMMERCE ST	NONE
8393-73-1568	104 COMMERCE ST	NONE
8393-73-2516	123 RIVER RD	NOTTINGHILL G LOT 1
8393-72-3198	105 RIVER RD	NOTTINGHILL G LOT 10
8393-73-2513	121 RIVER RD	NOTTINGHILL G LOT 2
8393-73-2612	119 RIVER RD	NOTTINGHILL G LOT 3
8393-73-2610	117 RIVER RD	NOTTINGHILL G LOT 4
8393-73-2708	115 RIVER RD	NOTTINGHILL G LOT 5
8393-73-2706	113 RIVER RD	NOTTINGHILL G LOT 6
8393-73-2905	111 RIVER RD	NOTTINGHILL G LOT 7
8393-73-3004	109 RIVER RD	NOTTINGHILL G LOT 8
8393-73-3002	107 RIVER RD	NOTTINGHILL G LOT 9
8393-62-8485	1447 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-01
8393-62-8685	1445 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-02
8393-62-8985	1443 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-03
8393-62-9185	1441 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-04
8393-62-9385	1439 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-05
8393-62-9584	1437 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-06
8393-62-9884	1435 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-07
8393-72-0184	1433 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-08
8393-72-0484	1431 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-09

GPIN	Address	Legal
8393-72-0683	1429 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-10
8393-72-0883	1427 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-11
8393-72-1083	1425 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-12
8393-72-1383	1423 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-13
8393-72-1582	1421 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-14
8393-72-2293	1415 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-15
8393-72-2095	1413 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-16
8393-72-1997	1411 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-17
8393-72-1899	1409 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-18
8393-73-1701	1407 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-19
8393-73-1503	1405 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-20
8393-73-1405	1403 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-21
8393-73-1307	1401 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-22
8393-73-0208	1400 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-23
8393-73-0205	1402 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-24
8393-73-0103	1404 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-25
8393-73-0100	1406 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-26
8393-72-0198	1408 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-27
8393-72-0196	1410 OCCOQUAN HEIGHTS CT	OCCOQUAN HEIGHTS L-28
8393-62-9295	111 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-29
8393-62-9397	109 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-30
8393-62-9399	107 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-31
8393-63-9302	105 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-32
8393-63-9304	103 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-33
8393-63-9407	101 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-34
8393-63-8306	102 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-35
8393-63-8304	104 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-36
8393-63-8302	106 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-37
8393-62-8399	108 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-38
8393-62-8297	110 VISTA KNOLL DR	OCCOQUAN HEIGHTS L-39
8393-54-8034.01	450 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-450
8393-54-8033.02	452 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-452
8393-54-8036.02	454 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-454
8393-54-7835.02	456 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-456
8393-54-7634.02	458 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-458
8393-54-7433.02	460 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-460
8393-54-7731.02	462 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-462
8393-54-7632.01	464 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 11 UNIT 11-464
8393-54-8692.01	301 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-301
8393-54-8592.02	303 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-303
8393-54-8891.02	305 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-305
8393-54-8690.02	307 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-307
8393-54-8589.02	309 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-309
8393-54-8487.02	311 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-311
8393-54-8290.02	313 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-313
8393-54-8389.01	315 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 5 UNIT 5-315
8393-54-9782.01	302 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-302
8393-54-9782.02	304 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-304
8393-54-9481.02	306 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-306
8393-54-9680.02	308 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-308
8393-54-9779.02	310 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-310
8393-54-9877.02	312 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-312
8393-54-9980.02	314 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-314
8393-64-0080.01	316 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 6 UNIT 6-316

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8393-64-0458.01	402 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-402
8393-64-0658.02	404 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-404
8393-64-0360.02	406 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-406CU
8393-64-0358.02	408 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-408
8393-64-0257.02	410 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-410
8393-64-0155.02	412 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-412
8393-64-0454.02	414 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-414
8393-64-0355.01	416 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 8 UNIT 8-416
8393-64-0049.01	418 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-418
8393-64-0148.02	420 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-420
8393-54-9851.02	422 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-422
8393-54-9849.02	424 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-424
8393-54-9648.02	426 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-426
8393-54-9546.02	428 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-428
8393-54-9845.02	430 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-430
8393-54-9846.01	432 OVERLOOK DR	OCCOQUAN POINTE CONDO PH 9 U-9-432
8393-54-9137.01	434 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-434
8393-54-9136.02	436 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-436
8393-54-9040.02	438 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-438
8393-54-8838.02	440 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-440
8393-54-8737.02	442 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-442
8393-54-8537.02	444 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-444
8393-54-8734.02	446 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-446
8393-54-8735.01	448 OVERLOOK DR	OCCOQUAN POINTE PH 10 U-10-448
8393-54-6831.01	466 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-466
8393-54-6830.02	468 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-468
8393-54-6933.02	470 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-470
8393-54-6732.02	472 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-472
8393-54-6532.02	474 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-474
8393-54-6333.02	476 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-476
8393-54-6330.02	478 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-478
8393-54-6331.01	480 OVERLOOK DR	OCCOQUAN POINTE PH 12 U-12-480
8393-54-7750.01	418 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-418
8393-54-7850.02	420 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-420
8393-54-7653.02	422 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-422
8393-54-7550.02	424 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-424
8393-54-7449.02	426 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-426
8393-54-7347.02	428 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-428
8393-54-7546.02	430 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-430
8393-54-7547.01	432 FORTRESS WAY	OCCOQUAN POINTE PH 13 UNIT 13-432
8393-54-7886.01	317 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-317
8393-54-7886.02	319 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-319
8393-54-8284.02	321 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-321
8393-54-7984.02	323 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-323
8393-54-7883.02	325 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-325
8393-54-7680.02	327 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-327
8393-54-7684.02	329 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-329
8393-54-7584.01	331 OVERLOOK DR	OCCOQUAN POINTE PH 4 UNIT 4-331
8393-74-0520	201 POPLAR AL	OCCOQUAN TOWN L-32 57-2-32
8393-64-7825	205 COMMERCE ST	OCCOQUAN TOWN P L 36 & L 37
8393-64-5312	303 UNION ST	OCCOQUAN TOWN P L 68-69
8393-64-7013	204 COMMERCE ST	OCCOQUAN TOWN PART OF LOT 61 57-2-61
8393-63-6593	180 WASHINGTON ST	OCCOQUAN TOWN PCL 65A
8393-64-9921	205 WASHINGTON ST	OCCOQUAN TOWN PT L-31 57-2-31A

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8393-62-6960	96 WASHINGTON ST	OCCOQUAN WALK PH 1 L-01
8393-62-6958	94 WASHINGTON ST	OCCOQUAN WALK PH 1 L-02
8393-62-7055	92 WASHINGTON ST	OCCOQUAN WALK PH 1 L-03
8393-62-7053	90 WASHINGTON ST	OCCOQUAN WALK PH 1 L-04
8393-62-7050	88 WASHINGTON ST	OCCOQUAN WALK PH 1 L-05
8393-62-7048	86 WASHINGTON ST	OCCOQUAN WALK PH 1 L-06
8393-62-6059	95 HERON LN	OCCOQUAN WALK PH 1 L-07
8393-62-6056	93 HERON LN	OCCOQUAN WALK PH 1 L-08
8393-62-6054	91 HERON LN	OCCOQUAN WALK PH 1 L-09
8393-62-6151	89 HERON LN	OCCOQUAN WALK PH 1 L-10
8393-62-6148	87 HERON LN	OCCOQUAN WALK PH 1 L-11
8393-64-4658	307 COMMERCE ST	P 43 & 44
8393-73-1196	124 POPLAR ALY	P L 57-1-94
8393-64-4262	309 COMMERCE ST	P L 44
8393-64-4535	304 COMMERCE ST	P L 56
8393-64-4730	308 UNION ST	P L 57
8393-64-5811	208 CENTER LN	P L 67
8393-63-4498	305 UNION ST	P L 68-69-90-91-92-67-98-99-100
8393-63-6597	182 WASHINGTON ST	PCL 65B
8393-63-6599	184 WASHINGTON ST	PCL 65C 57-2-65C
8393-64-6601	186 WASHINGTON ST	PCL 65D
8393-64-6504	188 WASHINGTON ST	PCL 65E
8393-64-6308	202 CENTER LN	PCL 66A
8393-64-6109	204 CENTER LN	PCL 66B 57-2-66B
8393-64-5910	206 CENTER LN	PCL 66C
8393-73-5853	112 POPLAR LN	POPLAR LANE 1 L
8393-73-8517	102 POPLAR LN	POPLAR LANE L 2A
8393-73-7822	104 POPLAR LN	POPLAR LANE L 3A
8393-73-7532	106 POPLAR LN	POPLAR LANE L 4A
8393-73-6838	108 POPLAR LN	POPLAR LANE L 5A
8393-73-6246	110 POPLAR LN	POPLAR LANE L 6A
8393-73-5160	114 POPLAR LN	POPLAR LANE PT L 8A SEC 2
8393-64-3832	308 CENTER LN	PT L 71 57-2-71A
8393-62-9375	110 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 1
8393-72-1673	206 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 10
8393-72-1873	208 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 11
8393-72-2172	210 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 12
8393-72-0066	130 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 13
8393-62-9964	128 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 14
8393-62-9862	126 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 15
8393-62-9660	124 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 16
8393-62-9558	122 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 17
8393-62-9456	120 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 18
8393-62-9441	111 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 19
8393-62-9574	112 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 2
8393-62-9642	113 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 20
8393-62-9841	115 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 21
8393-72-0142	117 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 22
8393-72-0349	121 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 23
8393-72-0451	123 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 24
8393-72-0553	125 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 25
8393-72-0655	127 EAST COLONIAL DR	TOWNES OF OCCOQUAN MILL LOT 26
8393-72-0662	201 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 27
8393-72-0962	203 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 28

GPIN	Address	Legal
8393-72-1162	205 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 29
8393-62-9875	114 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 3
8393-72-1361	207 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 30
8393-72-1662	209 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 31
8393-72-0075	116 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 4
8393-72-0174	118 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 5
8393-72-0474	120 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 6
8393-72-1073	200 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 7
8393-72-1274	202 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 8
8393-72-1473	204 MILL CROSS LN	TOWNES OF OCCOQUAN MILL LOT 9
8393-63-2477	206 WEST LOCUST ST	VANTAGE POINTE L-1
8393-63-1672	208 WEST LOCUST ST	VANTAGE POINTE L-2
8393-63-0968	210 WEST LOCUST ST	VANTAGE POINTE L-3
8393-53-9965	212 WEST LOCUST ST	VANTAGE POINTE L-4
8393-53-9062	214 WEST LOCUST ST	VANTAGE POINTE L-5
8393-53-8258	216 WEST LOCUST ST	VANTAGE POINTE L-6
8393-62-8357.01	103 WASHINGTON ST	VICTORIAS COURTYARD UNIT 1 57-43-1CU
8393-62-9061.01	105 WASHINGTON ST	VICTORIAS COURTYARD UNIT 2 57-43-2CU
8393-64-3316	1601 SEBRING CT	VISTAS AT OCCOQUAN L-01A
8393-64-3216	1603 SEBRING CT	VISTAS AT OCCOQUAN L-02
8393-64-2913	1605 SEBRING CT	VISTAS AT OCCOQUAN L-03A
8393-64-2116	1608 SEBRING CT	VISTAS AT OCCOQUAN L-04A
8393-64-2419	1606 SEBRING CT	VISTAS AT OCCOQUAN L-05
8393-64-2520	1604 SEBRING CT	VISTAS AT OCCOQUAN L-06
8393-64-2622	1602 SEBRING CT	VISTAS AT OCCOQUAN L-07
8393-64-2824	1600 SEBRING CT	VISTAS AT OCCOQUAN L-08A
8393-62-7768	101 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-01
8393-62-8168	103 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-02
8393-62-8368	105 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-03
8393-62-8668	107 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-04
8393-62-9068	109 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-05
8393-62-8577	104 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-06
8393-62-8177	102 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-07
8393-62-7877	100 WASHINGTON SQUARE CT	WASHINGTON SQUARE L-08
8393-54-9620	404 MCKENZIE DR	
8393-63-0894	407 UNION ST	
8393-53-7087	411 UNION ST	
8393-62-9131	101 WASHINGTON ST	
8393-62-6997	112 WASHINGTON ST	
8393-63-7003	114 WASHINGTON ST	
8393-63-4985	204 WEST LOCUST ST	
8393-63-4447	205 WEST LOCUST ST	
8393-63-2435	209 WEST LOCUST ST	
426 MILL ST	KIELY CHRISTOPHER & JILLIAN K PROP OF CHRISTOPHER & JILLIAN C KIELY L 1	
430 MILL ST	KIELY CHRISTOPHER & JILLIAN K PROP OF CHRISTOPHER & JILLIAN C KIELY L 2	
1551 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 1
1552 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 6
1553 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 2
1554 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 5
1555 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 3
1556 RIVERTOW BERRYWOOD INC		RIVERTOWN OVERLOOK LOT 4
8393-63-0627	211 WEST LOCUST ST	

GPIN	Address	Legal
<b>Total No. of Properties Listed</b>		<b>429</b>

**Occoquan - Mixed-Use Properties (Serviced as part of Town refuse contract only)**

<b>Current Use</b>	<b>GPIN</b>	<b>Address</b>	<b>Legal</b>
Commercial + Apartment(s)	8393-63-8992	126 COMMERCE ST	OCCOQUAN TOWN 1 LOT
Apartment (mixed-use)	8393-64-5549	301 COMMERCE ST	
Commercial + Apartment(s)	8393-64-5153	303 COMMERCE ST	L 42 57-2-42
Commercial + Apartment(s)	8393-64-4438	306 COMMERCE ST	P L 56 57-2-56
Commercial + Apartment(s)	8393-64-4241	308 COMMERCE ST	
Commercial + Apartment(s)	8393-64-2045	304 ELLICOTT ST	PCL 74 57-2-74
Commercial + Apartment(s)	8393-64-8171	305 MILL ST	
Commercial + Apartment(s)	8393-64-6260	306 MILL ST	P L 25
Commercial + Apartment(s)	8393-64-7477	309 MILL ST	
Commercial + Apartment(s)	8393-64-5568	312 MILL ST	L 23
Commercial + Apartment(s)	8393-64-3489.01	408 MILL ST	MILL RACE COTTAGE CONDOMINIUM UNIT 1 (GROUND FLOOR)(PT.0600AC)
Commercial + Apartment(s)	8393-64-3391.02	416 MILL ST	MILL RACE COTTAGE CONDO PH 2 QUEENS COTTAGE U-2 2ND FLOOR
Commercial + Apartment(s)	8393-64-3291.01	416 MILL ST	MILL RACE COTTAGE CONDO PH 2 QUEENS COTTAGE U-1 1ST FLOOR 2
Commercial + Apartment(s)	8393-64-3389.02	408 MILL ST	20 MILL RACE COTTAGE CONDOMINIUM UNIT 02
Commercial + Apartment(s)	8393-64-3490.03	408 MILL ST	30 MILL RACE COTTAGE CONDOMINIUM UNIT 03
Commercial + Apartment(s)	8393-64-3490.04	408 MILL ST	40 MILL RACE COTTAGE CONDOMINIUM UNIT 04
Commercial + Apartment(s)	8393-64-6148	302 POPLAR ALY	L 40B
Commercial + Apartment(s)	8393-64-8048	199 UNION ST	PCL 27
Commercial + Apartment(s)	8393-64-7643	201 UNION ST	PCL 28
Commercial + Apartment(s)	8393-64-7140	203 UNION ST	P L 38 & 39
Commercial + Apartment(s)	8393-64-6243	204 UNION ST	L 40A
Commercial + Apartment(s)	8393-64-9030	202 WASHINGTON ST	L P 30

**Total No. of Properties  
Listed****22**

**Occoquan - Commercial Properties (Serviced as part of Town refuse contract only)**

<b>Current Use</b>	<b>GPIN</b>	<b>Address</b>	<b>Legal</b>
Commercial	8393-64-6717	206 COMMERCE ST	L 60
Commercial	8393-64-4856	305 COMMERCE ST	P L 43
Commercial	8393-64-8245	206 MILL ST	
Commercial	8393-64-7575	307 MILL ST	
Commercial	8393-64-6062	308 MILL ST	P L 24
Commercial	8393-64-4477	402 MILL ST	L 21
Commercial	8393-64-3888	406 MILL ST	L 19A
Commercial	8393-64-1190	440 MILL ST	LOT 18-47 & 47A
Commercial	8393-65-2003	450 MILL ST	PCL 1B
Commercial	8393-64-6637	205 UNION ST	PCL 2
Commercial	8393-64-6535	205 UNION ST	PCL 1
Commercial	8393-74-0326	203 WASHINGTON ST	P L 31
Commercial	8393-64-8327	204 WASHINGTON ST	L 35
Commercial	8393-64-6382	313 MILL ST	L 12 & P L 13
Commercial	8393-64-7773	307 MILL ST	L 9 & PT L 8
Commercial	8393-64-6125	210 COMMERCE ST	L 59
Commercial	8393-64-6027	212 COMMERCE ST	L 58B
Commercial	8393-64-5828	214 COMMERCE ST	L 58
Commercial	8393-64-8142	201 UNION ST	PCL 28B

**Total No. of  
Properties  
Listed**                    **19**

## ATTACHMENT E

### TOWN OF OCCOQUAN CONTRACT FOR TRASH, RECYCLING, BULK AND YARD WASTE COLLECTION

This Contract is entered into on and as of its Effective Date by and between the TOWN OF OCCOQUAN, a body politic and corporate of the Commonwealth of Virginia (hereinafter, "Town"), and [INSERT AWARDED CONTRACTOR], a [STATE] Corporation (hereinafter "Contractor"), for Services identified herein, on the following terms and conditions:

**SOLICITATION TITLE: Trash, Recycling, Bulk and Yard Waste Collection (2025)**

**SOLICITATION NUMBER: RFP 2025-002**

#### I. DEFINITIONS

- A. Capitalized terms that are defined in the VPPA, Town Policy, or Solicitation have the same meanings in this Contract as are given in that law, policy, or Solicitation. Capitalized terms not defined in those sources but used in this Contract have the following meanings, unless the context clearly requires otherwise. Undefined terms have their common meanings appropriate to their context.
1. "Contract Administrator" means the person designated by the Town Council to administer the Contract for the Town. The initial Contract Administrator is **Adam Linn, Town Manager**, but the Town Council may designate a new Contract Administrator by notice to the Contractor.
  2. "Contractor's Representative" means the person who is responsible for the performance obligation of the Contractor under this Contract. The initial Contractor's Representative is \_\_\_\_\_, but the Contractor may designate a new Contractor's Representative by notice to the Town.
  3. "Drug-free workplace" means a site for the performance of work done in connection with a specific contract awarded to a contractor, the employees of whom are prohibited from engaging in the unlawful manufacture, sale, dispensation, possession or use of any controlled substance or marijuana during the performance of the contract.
  4. "Notice of Default" means a notice sent to the other party's designee (Contract Administrator for the Town, Contractor's Representative for the Contractor) setting forth the facts showing that party to be in default under the Contract.
  5. "Notice of Termination" means a notice sent to the other party's designee (Contract Administrator for the Town, Contractor's Representative for the Contractor) informing that party of the termination of the Contract as of a particular date.
  6. "Proposal" means the Contractor's submission in response to the Solicitation, including all attachments, exhibits, and documents referenced in the submission.
  7. "Solicitation" means the Town of Occoquan Request for Proposal No. 2025-002, as modified by its Addendums # \_\_\_\_\_.

8. "Town" means the Town of Occoquan, Virginia, the Town Council, or the Council's designee assigned responsibility for this Contract, as permitted by the context.
9. "Using Department" for purposes of this Contract shall mean **Town of Occoquan**.

## **II. FORMATION**

### **A. Conditions Precedent to Formation:**

Before any Contract between the Town and the Contractor is effective, the following conditions precedent must be satisfied. Satisfaction of these conditions is the responsibility of the Contractor. If, after performance under the Contract, the Town learns that a condition precedent was not met, the Town may, if permitted by law, ratify the Contract by affirmative recorded vote or may disclaim it, in its sole discretion.

1. Insurance: If the Solicitation requires certain insurance, the Contractor must provide proof of insurance in the amounts required by the Solicitation with an insurance company licensed to do business in the Commonwealth of Virginia.
2. Bonds: If the Solicitation requires payment or performance bonds, then bonds with surety satisfactory to the Town attorney shall be submitted to the Contract Administrator for approval.
3. Permits and licenses: If the procurement of the Goods, Services, Insurance or Construction that is the subject of this Contract requires possession of any licenses or receipt of any permits other than construction permits, then Contractor shall obtain those licenses and permits.
4. Payment of Debts: Contractor must pay all amounts shown as due to the Town on the Town's accounts, even if a dispute exists as to the debt's validity or enforceability.

### **B. Parties**

1. The sole parties to this Contract are the Town of Occoquan and the Contractor.
2. Neither this Contract, nor any part hereof, may be assigned by the Contractor to any other party without the express written permission of the Town in advance. No assignment without such permission will relieve the Contractor of any responsibility under this Contract.
3. There are no intended third party beneficiaries of this Contract, unless it is made available by rider for other governmental entities to use. Making the Contract available to them by rider is the sole extent of the intended third party benefit.

4. If this Contract is made available by rider for other governmental entities to use, any contracts formed between the Contractor and such other governmental entities shall be solely between those parties. The Town shall not be a party to any of these Contracts.
5. Contractor may not subcontract any of the work under this Contract without the prior, written approval of the Town, which will not be unreasonably withheld. The Contractor will, prior to award of the contract, provide the Town with a written list of each proposed subcontractor and the work to be done by that subcontractor. The Town shall, after reasonable investigation, promptly inform the Contractor if it objects to a particular subcontractor. If the Town objects, the Contractor will not use that subcontractor for any part of the work and will promptly submit in writing for the Town's approval the name of another subcontractor (or propose to use the Contractor's own personnel) to perform those portions of the work. The Contractor will not change a subcontractor without giving the Town written notice of the proposed new Subcontractor and receiving the Town's approval after reasonable investigation. If the Town objects, the Contractor will either retain the existing subcontractor or propose a different subcontractor to the Town for approval. It is the Contractor's responsibility to obtain subcontractors whom the Town approves, and no delay due to the Town's objection to a subcontractor will authorize any change in the time required to perform the work.

#### **C. Authority to Execute**

By executing this Contract on behalf of Contractor, the Contractor's Representative warrants that he or she has full authority to do so.

#### **D. Incorporation of Documents**

The Contract consists of the following documents, which are hereby incorporated by reference and fully made a part of the Contract. This Contract and the incorporated documents describe the subject of the Procurement, the particulars of its performance, the process and time for payment, and the rights and remedies of the parties (collectively, "the terms"). In case of any conflict between those documents' terms, the documents shall be given precedence in the following order, from highest to lowest:

1. Sections I through IV and VIII of the Solicitation,
2. This Contract,
3. Sections V through VII of the Solicitation,
4. Contractor's proposal in response to RFP 2025-002.

#### **E. Effective Date**

The Effective Date of this Contract shall be the last to occur of (1) the date on which the Contractor's Representative signs the Contract, (2) the date on which the Mayor signs the Contract, and (3) the date that all conditions precedent to formation are satisfied.

### **III. PERFORMANCE**

#### **A. Scope of Work**

##### **1. Services Provided by Contractor**

- (a) Collect and properly dispose of all trash and garbage (as both are hereinafter defined) from all residences and businesses not served by dumpsters within the Town of Occoquan. Contractor is solely responsible for paying any fees related to disposal, including landfill tipping fees.

For the purposes of this Contract, trash and garbage shall include, but not be limited to, the following items (all hereafter to be known as "Household Trash"):

- i. Garbage of all kinds
- ii. Cans, bottles and paper cartons, which are not part of the Town's Recycling Program.
- iii. Newspapers and magazines that are not part of the Town's Recycling Program.

- (b) Collect and properly dispose of all bulk trash (as hereafter defined) from all residences and businesses not served by dumpsters within the Town of Occoquan; provided, however, that each residence shall be limited to three (3) items of bulk trash per collection.

For the purposes of this Contract, bulk trash shall include, but not be limited to the following items (all hereinafter to be known as "Bulk Trash"):

- i. Large furniture items including sofas, dining room tables, desks and recliners.
- ii. Large household items including rugs/carpets, mattresses and appliances, including washers, dryers, stoves, refrigerators, and other large bulky household items. Appliances which have CFC refrigerants and PCB type capacitors and similar items shall be disposed of according to all state, federal, county and local government requirements. Contractor recognizes that CFC refrigerants and PCB type capacitors and similar items require special handling and agrees to provide and be totally responsible for same.

- (c) Collect and deliver to an appropriate recycling entity all recyclables from all residences and businesses not served by dumpsters within the Town of Occoquan.

For the purposes of this Contract, “Recyclables” shall mean all items recyclable according to Prince William Landfill rules. If and when the type of materials that can be recycled changes, the Contractor shall inform each residence within the Town of Occoquan of such items. Occoquan agrees to use its Town Newsletter, website and e-newsletter as are then presently operating to notify its residents of the identification of such items as Recyclables.

- (d) Collect all yard waste from all residences and businesses not served by dumpsters within the Town of Occoquan. For the purpose of this Contract, “Yard Waste” means plant matter produced from lawn and yard care, including:
  - i. Tree trimmings in bundles no larger than four (4) feet in length.
  - ii. Leaves and other yard waste secured in paper bags weighing no more than 50 pounds.
- (e) Trash and Recycle Containers – The Contractor agrees to provide, repair and maintain containers for trash and garbage and recycling as follows. The Contractor shall repair or replace existing 96 gallon trash containers and recycling containers that are damaged, lost or in need of repair. The Contractor shall provide new 64 gallon recycling containers for use in businesses and single family homes and 18 gallon recycling bins for all other residences, including town homes and mixed use residences. Upon request by the Town, the Contractor shall provide additional trash containers and recycling containers as described above as needed during the term of this Contract for new residences or to replace trash containers and recycling containers that are lost, destroyed or need to be replaced, which will be delivered to the property by the Contractor on the next regular collection day. Contractor will provide repair and/or maintenance for normal wear and tear that occurs to containers, including, but not limited to, broken wheels or lids throughout the term of this Contract. All such trash and garbage and recycling containers and all replacements, maintenance and repairs shall be provided by Contractor at no cost to the Town or any residence or business.
- (f) Except as provided elsewhere in this Contract, neither Household Trash, Bulk Trash nor Recyclables shall include, and Contractor shall not be required to collect, automobile parts, corrosive items, oil or other heavy liquids, tree stumps, sod, dirt, building or plumbing materials and ashes.
- (g) The Contractor will be responsible for providing and servicing one six yard container to the municipal building which will be picked up and serviced once a week.
- (h) The Contractor will be responsible for providing and servicing eight (8) eight yard containers to the Town of Occoquan for its two semi-annual events typically during the first weekend in June and last weekend in September each year. Containers will be delivered on the Thursday before the show (Saturday and

Sunday) and picked up on the following Monday. This is performed twice per year.

- (i) The Contractor will provide an additional weekly collection service on all public refuse containers within the Town's Historic District and parks on Fridays from May 1 through October 31.
- (j) The Town may request one or more special trash or recycling collections, and in each such case the Contractor shall promptly submit a proposed cost to the Town and the Town shall promptly notify the Contractor whether the proposed cost is acceptable. Contractor shall bill the Town for the agreed cost on its next regular invoice.
- (k) All other services and requirements set forth in RFP2025-0XX, Trash, Recycling, Bulk and Yard Waste Collection.

## **2. Schedule of Services.**

The Contractor shall render services on the following days and times:

- (a) Household Trash shall be collected on Wednesday of each week after 7:00 a.m. and before 5:00 p.m.
- (b) Bulk Trash shall be collected on Wednesday of each week after 7:00 a.m. and before 5:00 p.m.
- (c) Yard Waste shall be collected on Wednesday of each week after 7:00 a.m. and before 5:00 p.m.
- (d) Recycling materials shall be collected on Wednesday of each week after 7:00 a.m. and before 5:00 p.m.
- (e) Public refuse containers shall be collected on Friday of each week, May 1 through October 31, after 7:00 a.m. and before 2:00 p.m. (This is an additional service in addition to regular collection of the public refuse containers on Wednesdays.)
- (f) The Contractor will make every effort to complete collection services within the Town by 11:00 a.m.

## **3. Services Not Rendered:**

- (a) Schedule as set forth in RFP2025-002, Trash, Recycling, Bulk and Yard Waste Collection Services will resume on the next regularly scheduled collection day.

- (b) Contractor shall not alter or change the days and/or times of the rendering of its Services without obtaining the Town's prior written consent at least sixty (60) days prior to the date of the requested change.

#### **4. Cost and Fees**

The costs and fees shall be:

- (a) As set forth in the attached Pricing Sheet.
- (b) The Parties will update the household count every year in June using the latest available information; this new household count will then apply for the succeeding twelve months (July to June).
- (c) In further consideration of the provisions hereof, the Town agrees, upon 90 days' advance written notice from the Contractor, to consider adjusting the payments hereunder to the Contractor for unexpected increases in waste tipping fees.

**Business License.** In accordance with the Town Code, the Contractor will obtain and maintain a business license for operations within the Town of Occoquan.

#### **B. Notice to Proceed**

After execution of the Contract and receipt of any documents required by the Contract Administrator before the Effective Date of this Contract, the Contract Administrator shall send the Contractor notice to proceed with the Contract as of a date convenient to the Town.

#### **C. Contacts**

In addition to the Contract Administrator and the Contractor's Representative, the parties may designate additional contacts for exchange of information.

#### **D. Acceptance of Work**

Performance of the work and delivery of all Goods shall be conducted and completed in accordance with recognized and customarily accepted industry practices and shall be considered complete when the services are approved as acceptable by the Contract Administrator. In the event of rejection of any deliverable, the Contractor shall be notified and shall have fourteen (14) calendar days from date of issuance of notification to correct the deficiencies and resubmit the deliverable.

## **E. Warranty**

The Contractor warrants that all Services it performs and all Goods, Insurance, and Construction it delivers to the Town will be of good quality and meet the specifications of this Contract and of all literature supplied by the Contractor as part of the selection process which led to the award of this Contract. "Literature" as used in this provision means any and all brochures, fliers, catalogs, Proposals, web sites, email, or other information, in whatever written form, relating to the quality, utility, economic advantages, or composition of the Goods or Services. This warranty is in addition to and does not substitute for the Contractor's warranties of title, against infringement, of merchantability, and of fitness for particular purpose under Virginia Code §§ 8.2-312, 8.2-314, and 8.2-315, which the parties expressly agree apply to this Contract.

## **F. Invoices**

1. Unless otherwise provided in the Solicitation, Vendor will submit all its invoices for payment in the fiscal year in which the Goods, Services, Insurance or Construction were provided or within thirty days thereafter. Late invoices are subject to rejection if no appropriated funds are available for their payment.
2. The invoice must be in the name of the Contractor unless an assignment has been received and approved by the Town.

## **G. Payment**

1. In return for the goods, services, construction and/or insurance that are the subject of this Contract, and subject to section IV.D) of this Contract relating to "Non-appropriation of Funds," the Town shall compensate the Contractor within thirty (30) days after receipt of proper invoice for the amount of payment due or thirty (30) days after receipt of the goods or services, whichever is later provided that an unconditional lien release is provided from the Contractor and all subcontractors who provided any goods and/or services for which the Town is being charged.
2. Within seven days after receipt of amounts paid to the Contractor by the Town for satisfactorily completed performance, the Contractor agrees to:
  - (a) Pay each subcontractor for the proportionate share of the total payment received from the Town attributable to the work performed by each subcontractor under that contract; or
  - (b) Notify the Town and subcontractor, in writing, of his intention to withhold all or a part of the subcontractor's payment with the reason for nonpayment.

If the Contractor after having received payment from the Town fails to pay each subcontractor its proportionate share of the total payment, the Contractor shall be obligated to pay interest to each subcontractor on all amounts that remain unpaid after the seven days following receipt by the Contractor of payment from the Town. Under no circumstances will the Town pay or reimburse this interest payment.

3. Unless otherwise provided under the terms of this Contract or by statute, interest shall accrue at a rate of one percent per month or twelve percent per annum against the Contractor on any unpaid amounts owed to each subcontractor.
4. The Contractor shall include in each of its subcontracts a provision requiring each subcontractor to include or otherwise be subject to the same payment and interest requirements with respect to each lower-tier subcontractor.
5. A Contractor that is an individual must provide his or her social security number and a Contractor that is any form of business entity must provide its federal employer identification number to the Contract Administrator before payment can be made. This requirement permits the Town to comply with federal reporting requirements for income tax.
6. The Town may offset any payment due to Contractor by any debt shown on the Town's accounts, even if a dispute exists as to the debt's validity or enforceability.

#### **IV. TERM AND TERMINATION**

##### **A. Base Term and Extensions**

1. The Term of this Contract shall be for one (1) year commencing July 1, 2025. The Town shall have four (4) options, each to extend the term for a period of one year. Said option may be exercised at any time prior to expiration of the prior term by written notice from the Town to the Contractor.
2. This Contract may be extended as provided in the Solicitation or by change order or amendment. No extension in time may increase the price without a recorded affirmative vote of the Town Council. The Town may extend the term of this Contract for services to allow completion of work undertaken but not completed under its original term.

##### **B. Termination for Default**

1. Either party may terminate this Contract, without further obligation, for the default of the other party or its agents or employees with respect to any agreement or provision contained herein.
2. Except in an emergency endangering life, safety, or the operation of the public, the party claiming default shall provide notice and an opportunity to cure the default to the other party before terminating the Contract for default.
  - (a) Notice of Default shall be given at least ten business days before the date set for termination and shall set forth the grounds for claiming default of the other party and the steps demanded to cure the default.

- (b) If the party receiving the Notice of Default cures the default before the end of the cure period set out in the Notice, then the party sending the Notice of Default shall not terminate the Contract for default.
3. If the period for cure passes without curing of the default, then the party sending the Notice of Default may send a Notice of Termination for default to the defaulting party.
4. Default of one party shall not excuse the default of the other party. If either party is in default, either or both may send a Notice of Default and, if warranted, a Notice of Termination.

#### **C. Termination for Convenience**

1. The Town may terminate this Contract or any work or delivery required hereunder from time-to-time either in whole or in part, whenever the Contract Administrator, with the concurrence of the Town Council, determines that such termination is in the best interest of the Town.
2. Termination may occur in whole or as to any discrete part of the Contract. A partial termination shall set forth the portions of the Contract which are terminated.
3. The effective date of the termination shall be three days after issuance of a Notice of Termination signed by the Contract Administrator and Mayor and its mailing or delivery to the Contractor, or any later date specifically set forth in the Notice of Termination.

#### **D. Termination for Non-Appropriation**

1. If funds are not appropriated for purposes of this Contract for any succeeding fiscal year subsequent to the one in which this Contract is entered into, then the Town may terminate this Contract upon thirty (30) days written notice to the Contractor. The notice shall set forth the grounds for termination and its effective date.
2. If the Town terminates for non-appropriation, the Town shall be liable only for payments due through the effective date of termination.
3. Until the effective date of the termination, the Contractor shall continue to perform its duties under the Contract and is not excused from any portion of the Contract.

#### **E. Claims Upon Termination**

1. Upon receipt of a Notice of Termination, the Contractor shall:
  - (a) Cease any further deliveries or work due under this Contract, on the date, and to the extent, which may be specified in the Notice;

- (b) Place no further orders with any subcontractors except as may be necessary to perform any portion of the Contract not subject to the Notice (in the case of partial termination only);
  - (c) Terminate all subcontractors except to the extent necessary to complete work which was not subject to the Notice (in the case of partial termination only);
  - (d) Settle all outstanding liabilities and claims which may arise out of such termination, with the ratification of the Contract Administrator; and
  - (e) Use its best efforts to mitigate any damages which may be sustained by the Contractor or any of its subcontractors as a consequence of termination under this clause.
2. After complying with the foregoing provisions, the Contractor shall submit a termination claim within thirty days unless an extension is granted by the Contract Administrator. This termination claim shall document all amounts due under this provision.
  - (a) Upon receipt of the Contractor's termination claim, the Contract Administrator, with the approval of the Town Council, shall pay from the Town's budget the reasonable costs of termination, including a reasonable amount for profit on services delivered or completed. In no event shall this amount be greater than the original contract price, reduced by any payments made prior to Notice of Termination, and further reduced by the price of the goods or services not delivered, or those goods or services not provided. The calculation of the amount to be paid the Contractor shall be documented and made a part of the Contract file.
  - (b) If the parties cannot agree on the whole amount to be paid to the Contractor by reason of termination under this clause, the Contract Administrator shall pay the Contractor from the Town's budget the amounts determined as follows, without duplicating any amount which may have already been paid under the preceding paragraph (a) of this clause 2:
    - i. With respect to all Contract performance prior to the effective date of Notice of Termination, the total of:
      - Cost of the goods delivered or work performed; and
      - The cost of settling and paying any reasonable claims as provided above; and
      - A sum as profit on work performed determined by the Contract Administrator to be fair and reasonable.

- ii. The total sum to be paid shall not exceed the Contract price, as reduced by the amount of payments otherwise made, and as further reduced by the Contract price of goods or services not terminated.
- (c) If the Contractor is not satisfied with any payments which the Contract Administrator determines to be due under this provision, the Contractor may appeal any claim to the Town in accordance with section VI.C)(1), Submission of Disputes.
3. The Contractor shall include similar provisions for termination in any subcontractors and shall require subcontractors to make reasonable efforts to mitigate damages if the Contract is terminated. Failure to include such provisions shall bar the Contractor from any recovery from the Town whatsoever for loss or damage sustained by a subcontractor as a consequence of termination.

#### **F. Survival of Certain Provisions After Termination**

Notwithstanding the termination of this Contract, the following provisions remain in effect until they are waived in writing, expire by their own terms, or become unenforceable by operation of law: sections III.E, VI, VII.A, and VII.C.

### **V. STATUTORY REQUIREMENTS**

#### **A. Employment Discrimination**

In all contracts, regardless of contract amount, the Contractor will abide by the provisions of the Americans with Disabilities Act, and will require each sub-contractor to do so. If this Contract is for a consideration in excess of Ten Thousand Dollars (\$10,000.00), then during the performance of this Contract, the Contractor agrees as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, religion, color, sex, national origin, age, disability, or other basis prohibited by state law relating to discrimination in employment, except where there is a bona fide occupational qualification reasonably necessary to the normal operation of the Contractor. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause.
2. The Contractor, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, will state that such Contractor is an equal opportunity employer.
3. Notices, advertisements, and solicitations placed in accordance with Federal law, rule, or regulation shall be deemed sufficient for the purpose of meeting the requirements of this paragraph.

4. The Contractor will include the provisions of this Contract paragraph in every subcontract or purchase order over \$10,000, so that the provisions will be binding upon each subcontractor or vendor.

## **B. Ethics**

The provisions contained in Chapter 43, Article 6, Sections 2.2-4367 through 2.2-4377 of the Virginia Public Procurement Act, as set forth in the 1950 Code of Virginia, as amended, apply to this contract. The provisions of Article 6 of Chapter 43 supplement, but do not supersede, other provisions of law including, but not limited to, the Virginia Conflict of Interest Act (§ 2.2-3100 et seq.), the Virginia Governmental Frauds Act (§ 18.2-498.1 et seq.) and Articles 2 and 3 of Chapter 10 of Title 18.2. The provisions apply notwithstanding the fact that the conduct described may not constitute a violation of the Virginia Conflict of Interests Act.

## **C. Drug-Free Workplace**

During the performance of this contract the contractor agrees to:

1. Provide a drug-free workplace for the Contractor's employees.
2. Post in conspicuous places, available to employees and applicants for employment a statement notifying employees that the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana is prohibited in the contractor's workplace and specifying the actions that will be taken against employees for violations of such prohibition.
3. State in all solicitations or advertisement for employees placed by or on behalf of the contractor that the contractor maintains a drug-free workplace.
4. Include the provisions of the foregoing clauses in every subcontract or purchase order of over \$10,000.00, or so that the provisions will be binding upon each subcontractor or vendor.

## **D. Faith-Based Organizations**

The Town of Occoquan in procuring goods and services, or in making disbursements pursuant to this section, shall not discriminate against a faith-based organization on the basis of the organization's religious character or impose conditions that restrict the religious character of the faith-based organization, except funds provided for expenditure pursuant to contracts with public bodies shall not be spent on religious worship, instruction, or proselytizing, or impair, diminish, or discourage the exercise of religious freedom by the recipients of such goods, services, or disbursement.

## **E. Employment of Illegal Aliens**

The contractor agrees that it does not, and shall not during the performance of this contract for goods and services, knowingly employ any unauthorized alien or aliens as defined in the federal Immigration Reform and Control Act of 1986.

**F. Foreign And Domestic Business Authorized to Transact Business in the Commonwealth**

1. A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall be authorized to transact business in the Commonwealth as a domestic or foreign business entity if so required by Title 13.1 or Title 50 or as otherwise required by law.
2. A contractor organized as a stock or nonstock corporation, limited liability company, business trust, or limited partnership or registered as a registered limited liability partnership shall not allow its existence to lapse or its certificate of authority or registration to transact business in the Commonwealth, if so required under Title 13.1 or Title 50, to be revoked or cancelled at any time during the term of this contract. The Town may void any contract with a business entity if the business entity fails to remain in compliance with this provision.

**VI. DISPUTES**

**A. Governing Law**

This Contract is governed by the law of the Commonwealth of Virginia, including but not limited to the applicable portions of the Virginia Public Procurement Act (VPPA), Sections 2.2-4300 et seq. of the Code of Virginia (1950), as amended. As a town of less than 3,500 population, the Town is exempt from all portions of the VPPA except as provided in Virginia Code § 2.2-4343 A(9). The Town reserves the right to adopt generally applicable policies on procurement, which will apply to this Contract except to the extent anything in such policies is inconsistent with the express terms of this Contract.

**B. Hold Harmless**

1. To the fullest extent permitted by law, the Contractor shall indemnify, defend, and hold harmless the Town and its officers, agents, employees, community representatives, volunteers or others working on behalf of the Town from any and all claims, judgments, suits, losses, damages, payments, costs, fines and/or fees levied against the Owner and expenses of every nature and description, including attorney's fees, arising out of, connected or associated with or resulting from the lack of performance or the negligent performance of work as described in this Contract, Contract Documents or any agreement that results from this Contract. Further, if the Contractor subcontracts for work, it will require in its subcontracts that each subcontractor indemnify, defend, and hold harmless the Town and its officers, agents, employees and community representatives, from any and all claims and losses accruing or resulting from the

negligent performance of work as described in any agreement that results from this Contract.

2. To the fullest extent permitted by law, the Contractor shall also indemnify, defend, and hold harmless the Town and its officers, agents, employees, community representatives, volunteers or others working on behalf of the Town against all costs, including reasonable attorney's fees, arising from liens encumbering the Town's Property filed by subcontractors, sub-subcontractors, material suppliers, and all other persons and entities acting for and under the Contractor, and the Contractor shall immediately discharge or bond such liens off.
3. Virginia is a Dillon Rule state. Unless specifically permitted by statute, indemnification or any attempt to have the Town hold others harmless is invalid and unenforceable as an impermissible waiver of the Town's sovereign immunity which may create potential future debt in violation of Virginia Constitutional and statutory requirements. The Town cannot waive its sovereign immunity.

### **C. Conditions Precedent to Pursuit of Legal Remedies**

Before the Contractor may exercise any legal remedy it may have in relation to rights arising out of this Contract, it must comply fully and strictly with each of the applicable conditions below. Failure to comply fully and strictly with an applicable condition precedent bars the Contractor from exercising any legal remedies it may otherwise have in relation to this Contract until it complies with the condition precedent or the Town knowingly and intentionally waives the condition precedent.

1. Submission of Disputes: A Contractor must submit any dispute arising out of this Contract to the Town for adjustment. In doing so, it shall provide all relevant evidence that bears on the Town's liability for the amount claimed or responsibility to grant any non-monetary relief requested.
2. Disputes by the Contractor with respect to this Contract shall be decided within fifteen (15) days from submission by the Town Council's designee, who shall reduce his/her decision to writing, and mail or otherwise furnish a copy thereof to the Contractor. This decision shall be final and binding unless within five (5) days from the date of such decision the Contractor mails or otherwise furnishes the Mayor a written appeal addressed to the Town Council. The Town Council shall consider the appeal and render its written decision within forty (40) days. The decision of the Town Council shall be final and binding unless set aside by a court of competent jurisdiction as fraudulent, capricious, arbitrary, or so grossly erroneous as necessarily to imply bad faith, or as not supported by any evidence. Pending a final determination of a properly appealed decision of the Town Council's designee, the Contractor shall proceed diligently with the performance of the Contract in accordance with that decision.

#### **D. Venue**

Any action brought under this Contract must be brought in the state courts for the County of Prince William and may not be removed to the Federal Court system.

#### **E. Limitations on Actions**

Any action brought under this Contract, except an action for breach of warranty, shall be brought within the shorter of the statutory limitations period and the period of three years from the date of final payment without any tolling of this statutory limitations period for any reason whatsoever.

#### **F. Waiver of Jury Trial**

In any action brought under this Contract, the parties expressly waive their right to trial by jury and agree to submit all questions of fact to the judge as trier of fact.

### **VII. MISCELLANEOUS**

#### **A. Time of the Essence**

Time shall be of the essence to this Contract, except where it is herein specifically provided to the contrary.

#### **B. Integration Clause; Modifications to the Contract**

1. This Contract, including its incorporated documents, contains the whole agreement between the parties as to its subject, and no prior or contemporaneous communications, representations, or agreements, written or verbal, may alter, add to, or contradict any provision in it. There are no promises, terms, conditions, or obligations related to the subject of this Contract other than those contained herein.
2. All modifications and changes to the Contract shall be in writing and signed by the party to be charged, or its authorized representative. Any attempted modification or change without the Town's written approval shall be void and shall be grounds for declaring a default.
3. The Contract Administrator, with the concurrence of the Town Council, shall have the authority to order changes in this Contract, which affect the cost or time of performance. Such changes shall be ordered in writing specifically designated to be a "Change Order."
  - (a) Such orders shall be limited to reasonable changes in the supplies, services to be performed or the time of performance; provided that the Contractor shall not be excused from performance under the changed Contract by failure to agree to such changes, and it is the express purpose of this provision to permit unilateral changes in the Contract subject to the conditions and limitations herein.

- (b) Contractor need not perform any work described in any Change Order unless it has received a written certification from the Town that there are funds budgeted and appropriated sufficient to cover the cost of such changes.
- (c) The Contractor shall make a demand for payment for completed changed work within 30 days of completion of Change Order, unless such time period is extended in writing, or unless the Contract Administrator requires submission of a cost proposal prior to the initiation of any changed work or services.
- (d) No claim for changes made by Change Order shall be considered if made after final payment in accordance with the Contract.

**C. Examination of Records**

- 1. The Contractor agrees that the Town or any duly authorized representative of the Town may have access to and the right to examine and copy any directly pertinent books, documents, papers, and records of the Contractor related in any manner to this Contract. This right shall expire on the third anniversary of the issuance of final payment under this Contract.
- 2. The Contractor further agrees to include in any subcontract for more than \$10,000 entered into as a result of this Contract, a provision to the effect that the subcontractor agrees that the Town or any duly authorized representative may have access to and the right to examine and copy any directly pertinent books, documents, papers, and records of such subcontractor involved in transactions related to such subcontract, or this Contract. The term subcontract as used herein shall exclude subcontracts or purchase orders for public utility services at rates established for uniform applicability to the general public. This right expires on the third anniversary of the issuance of final payment to the subcontractor.

**D. Assignment of Rights**

- 1. Antitrust: By entering into a contract, the Contractor conveys, sells, assigns, and transfers to the Town all rights, title and interest in and to all causes of the action it may now have or hereafter acquire under the antitrust laws of the United States and the Commonwealth of Virginia, relating to the particular goods or services purchased or acquired by the Town under said contract.
- 2. Warranty: By entering into a Contract, the Contractor conveys, sells, assigns and transfers to the Town all warranties related to goods provided to the Town under this Contract.

**E. Incorporation of Town Fleet Vehicle Anti-Idling Policy**

This Contract incorporates by reference the Town Fleet Vehicle Anti-Idling Policy, which applies to the Contractor.

**F. Notices**

Any notice or other communication pursuant to this Contract shall be in writing and shall be deemed to have been duly given or made when personally delivered or three days after it is mailed in the United States Mail, registered or certified mail, postage prepaid, return receipt requested, to the following addresses:

If to the Town of Occoquan:

Town of Occoquan  
Adam Linn, Town Manager  
314 Mill Street  
PO Box 195  
Occoquan, VA 22125

If to the Contractor:

[COMPANY NAME]  
[COMPANY REPRESENTATIVE]  
[COMPANY ADDRESS]

**SIGNATURE PAGE FOLLOWS**

IN TESTIMONY WHEREOF, the Town of Occoquan has caused its name to be hereunto subscribed by **Earnest W. Porta, Jr.**, its Mayor, with its corporate seal hereunto duly affixed and attested by its Clerk, pursuant to authority heretofore duly granted by the Town of Occoquan; and

Contractor has caused its name to be hereunto subscribed by Contractor's Representative, and (if a Corporation) has caused its corporate seal to be duly affixed and attested by the person authorized to do so, signifying that it intends to be bound by this Contract.

THE TOWN OF OCCOQUAN

CONTRACTOR

By:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Contractor's Representative

\_\_\_\_\_  
Print Name and Title

ATTEST:

ATTEST:

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Its:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date