



NORTHERN SHENANDOAH VALLEY
REGIONAL COMMISSION

REQUEST FOR PROPOSALS- Q&A ADDENDUM

Septic System Pump-Out Services

RFP No. NSVRC 2025-001

August 1, 2025

NSVRC Septic Pump-Out Services Q&A Addendum

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Issued: August 1, 2025

The following questions were submitted by a prospective bidder. NSVRC's responses are provided below for the benefit of all Offerors. This document shall be considered part of the RFP and is intended to clarify, but not modify, the existing solicitation.

Q1: Can you please confirm that the deadline for application has been moved back to August 8th, 2025?

A1: Yes. The application deadline has been formally extended to Friday, August 8, 2025 at 5:00 PM. Proposals may be submitted via email to akerns@nsvregion.org or through the eVA system (www.eva.virginia.gov) by that time. No late proposals will be accepted.

Q2: The RFP asks for both a detailed cost breakdown and an all-inclusive unit price. Some pump-outs may only require basic service, while others may need extensive digging or large tank capacity. Can we submit an all-inclusive unit price that includes an itemized description of possible additional costs, with the understanding that many units will not require these extra services?

A2: Yes. Offerors are required to submit an all-inclusive unit price per pump-out that reflects the base scope of services as outlined in the RFP—namely, tank location, uncovering (when necessary), pumping, hauling, and disposal. The all-inclusive unit price must include an itemized breakdown of costs associated with each major task (e.g., uncovering, pumping, disposal, etc.). This breakdown may be based on average or typical costs anticipated for a standard residential pump-out.

In addition, Offerors may provide a supplemental itemized cost schedule for optional or variable services that may arise on a case-by-case basis. These may include, but are not limited to:

- Use of a backhoe or mechanical excavation for inaccessible tanks
- Pumping tanks that exceed 1,000 gallons in capacity
- Other atypical or specialized labor or equipment needs

This approach allows NSVRC to evaluate a base cost for budgeting purposes while maintaining flexibility to address more complex pump-out needs. All additional charges must be clearly described and will be subject to NSVRC's review and approval before reimbursement.