

TOWN OF VIENNA, VIRGINIA  
OFFICE OF THE TOWN MANAGER  
**REGULATORY REQUIREMENTS  
FOR COUNCIL ACTIONS**

**Council Meeting Date:**  
11/01/21

**Item: 21-2683** - Consideration to Initiate  
Engineering Design Reports for Robinson Sidewalk

**Department:** Public Works

**Date Initiated:** 10/19/2021

**Item Description (check box):**  
Land Use Case (Rezoning, Modification of Requirements, Subdivision, etc.)   
Memorandum of Understanding  Ordinance  Resolution   
Procurement (Contract Award, Purchase Agreement, etc.)  - Utilize On-Call Engineering Services Contract,  
RFP 10-01 with Urban Ltd, to prepare the Engineering Design.  
Other Describe:

Requirements	Yes/No	Applicable Code Section(s)	Applicable Date(s), etc.
Notice of Adoption	No		
Council Approval	Yes	Town Code Chapter 1, Section 1.1	
Public Hearing - Town Council	No		
Public Hearing - Planning Commission	No		
Newspaper Legal Ad	No		
Procurement Waiver*	No		
Sign Posted	No		
Written Notice to Property Owner(s) of Subject Site	No		
Written Notice to Property Owners/ Agents/ Occupants of Abutting Properties and those Immediately across the Street from Subject Site	No		
Written Notice to Fairfax County	No		

***For Town Manager\*/Staff Use***