

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

<b>Council Meeting Date:</b> 09/26/22		<b>Item: 22-3346 - Request approval for spending with Capital Building Services, Inc for cleaning services at Town owned buildings</b>	
<b>Department: Public Works</b>		<b>Date Initiated: 08/22/2022</b>	
<b>Item Description (check box):</b> Land Use Case (Rezoning, Modification of Requirements, Subdivision, etc.) <input type="checkbox"/> Memorandum of Understanding <input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input type="checkbox"/> Procurement (Contract Award, Purchase Agreement, etc.) Request approval for spending with Capital Building Services, Inc for cleaning services at Town owned buildings. Other Describe:			
<b>Requirements</b>	<b>Yes/No</b>	<b>Applicable Code Section(s)</b>	<b>Applicable Date(s), etc.</b>
Notice of Adoption	No		
Council Approval	Yes	Sec 6-74	
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	Yes	N/A	
Written Notice to Fairfax County	No		
<b><u>For Town Manager*/Staff Use</u></b>          			