

PERFORMANCE BOND REDUCTION REQUEST

BOND REDUCTIONS

A developer seeking partial release of a performance bond or other form of guarantee shall submit a written bond reduction request to Community Development, Development Services, Bonds and Agreements Administrator, 9027 Center Street, Suite 201, Manassas, VA 20110.

Any form of performance guarantee subject to this policy may be periodically partially released (i.e., reduced) to an amount not less than 20% of the project's highest bond value or not less than the actual cost of completion, whichever is higher, plus permitted allowances, in accordance with the provisions of this section. Partial releases for less than 20% may be authorized by the Department of Community Development. Periodic partial releases may not occur before a completion of at least 30% of the bonded improvements including any cost adjustments necessary for redesign.

PERIODIC REDUCTIONS

The City shall not be required to execute more than three (3) periodic partial releases in any twelve (12) month period, except as authorized by the Department of Community Development. No reduction shall be approved if the performance agreement is in default; however, reduction requests may be considered concurrently with extension requests.

Conforming to State and Local regulations, Erosion Bonds can not be reduced at any time.

REQUEST REQUIREMENTS

No request shall be deemed received unless it is submitted in accordance with this section and meets the following requirements and provides the following information:

- a. Project Name and Plan Number as listed on the Performance Agreement.
- b. Principal (LLC, CO, LP or Individual on the Agreement)
- c. Type of bond security
- d. Estimated completion date
- e. The amount of reduction sought.
- f. The requestor shall furnish a detailed cost estimate of the remaining work, together with a projected timetable of completion. Current City unit cost data shall be utilized in complying with this request.
- g. A certificate of completion from a Professional Engineer or Land Surveyor that states that to the best of their knowledge the percent of work completed was performed in strict conformity with approved plans, revisions or in accordance with as-built plans submitted therewith, and that the work meets all applicable standards.