

## AGENDA FOR SITE VISIT/PRE-BID CONFERENCE

June 3, 2014

Install Flooring, Albany VAMC – Project 528A8-14-802/Solicitation: VA528-14-B-0281

I. **Introduction:** The agenda for this conference is established as follows:

II. **Names of Key Individuals for this Acquisition:**

1. Contracting Officer: Cheryl Brimmer: [cheryl.brimmer@va.gov](mailto:cheryl.brimmer@va.gov) 607-664-4748  
\*\*Please note that the Contracting Officer is located at the Bath VAMC
2. COR: Joel Collingbourne: [joel.collingbourne@va.gov](mailto:joel.collingbourne@va.gov) 518-626-5362

III. **Milestone Dates for this Acquisition:**

1. Date issued: May 23, 2014
2. RFI Submission Deadline NLT 4:00 PM on June 12, 2014
3. Bid Opening: June 24, 2014 at the BATH VAMC, Building 29a, Room 211 (Conf Room)

IV. **General Comments/Instructions to Offeror:**

1. **The Invitation for Bids (IFB) package consists of:**

1. Description of Work, Specifications, and Drawings
2. Instructions to Offerors
3. Solicitation Provisions and Contract Clauses
4. The solicitation and corresponding contract is broken down in to a base bid with 9 CLIN option items. All items shall be priced with individual mobilization costs for each. If options are exercised, they will be exercised within the term of the base period. Options shall be priced with individual mobilization costs for each.

2. **When submitting the bid, the offeror:**

1. Shall complete and submit one (1) set of the SF1442 and 1442 Continuation Page at time of bid submission
2. Shall submit a Bid Bond with the bid
3. Shall submit EMR (Experience Modification Rate) with the bid
4. BNOE – Flooring, Cove Base, and Rubber Reducer
5. Shall acknowledge any and all addendums to the solicitation
6. Shall be registered in: [www.sam.gov](http://www.sam.gov) ; Certifications/Representations must be completed.
7. SDVOSB must be verified in [www.vetbiz.gov](http://www.vetbiz.gov) at time of bid and award
8. Must be registered as a small business under the applicable NAICS code noted in the solicitation. NAICS: 238330
9. Should have an account in Dun and Bradstreet. Government may request additional financial information.
10. May be asked to provide verification of the functions to be performed by the prime (SDVOSB) contractor's employees to satisfy its 25% self-performance requirement.

3. **Procedure for requesting information/clarifications:**

1. Any and all questions must be in writing and emailed/sent to the Contracting Officer [cheryl.brimmer@va.gov](mailto:cheryl.brimmer@va.gov)
2. Any questions or clarifications made at the site visit are not official answers unless posted as an addendum to the solicitation. Amendments will be posted at: [www.fbo.gov](http://www.fbo.gov)
3. An amendment may also be used to communicate other information (i.e., updated wage decisions, revised clauses, extended bid closing date, etc.).
4. Offeror is responsible for bringing any blatant ambiguities in the documents to the Contracting Officer's attention.
5. Offeror and Offeror's subcontractors are not permitted to contact Engineering Service for information regarding this project. To do so will be to your detriment as any answers you receive will not be applicable in a dispute with the Contracting Officer.

4. **Other Information**

1. This is the only scheduled site visit. No further site visits will be conducted.
2. Remarks from Engineering
3. Questions/discussion from the Attendees

## CONFERENCE ATTENDEES

PROJECT NO: 528A8-14-802

SOLICITATION/CONTRACT NO. VA528-14-B-0281

PROJECT TITLE: Albany – Install Flooring

CONTRACTOR: N/A

DATE: 06/03/2014

NAME	REPRESENTING (NAME OF BUSINESS)	TELEPHONE NUMBER FAX NUMBER	E-MAIL ADDRESS
Jonathan Burdick	Douglas R Fleming LLC	860-942-8556	D.Fleming@DPF-LLC.com
Shawn Battles	Ironclad Services	(413) 426-3086	Shawn@ironclad services.com
LAURENCE DAPO	JACKSON RYAN	(860) 729-2923	LARRY.JRCS@OUTLOOK.COM
Paul Case	Case Contracting	518-932-6943	pcase47@nycap.rr.com
WES Moller	Flooring ENV.	518 928-0211	WMOLLER@FlooringENV.COM
CLAYTON POTTER	SERVIAN CONSTRUCTION	585-831-0332	CLAYTON.POTTER@SERVIANCONSTRUCTION.COM
CHERYL BRIMMER	VA Contracting	607-664-4748	cheryl.brimmer@va.gov