

AGENDA  
PRE-BID CONFERENCE  
SCI Crawlspace Structural Repairs  
SOLICITATION: VA246-14-B-0985  
AUG 07, 2014

- I. Introduction: The agenda for this conference is established as follows:
  - A. Administrating Contracting Officer's general remarks
  - B. Facility Management Service's general remarks
  - C. Government A/E Consultant remarks
  - D. Questions/discussion from the attendees
  - E. Walk-through of Construction Area
- II. Names of Key Individuals for This Procurement
  - A. The Contracting Officer is:  
  
Jarrod January  
NCO 6  
VA Medical Center  
100 Emancipation Drive  
BDG 27  
Hampton, VA 23667  
(757) 319-3999  
FAX: (757) 728-3132  
[Jarrod.January@va.gov](mailto:Jarrod.January@va.gov)
  - B. The Contracting Officer's Representative (COR):  
  
Vickmary Negron-Figueroa, Engineering Tech  
Facility Management Service  
VA Medical Center  
100 Emancipation Drive  
[Vickmary.Negron-Figueroa@va.gov](mailto:Vickmary.Negron-Figueroa@va.gov)
- III. Milestone Dates for This Procurement:
  - A. Date of Issue: July 30, 2014
  - B. Pre-bid Conference: August 7, 2014
  - C. Cutoff for Questions – Thursday, Aug. 14, 2014, at 3:00 PM (local time)**
  - D. Bid Opening: Friday, August 29, 2014 at 2:00 PM (local time)
- IV. General Comments/Instructions to Bidders:
  - A. The IFB Package consists of:
    - 1. SF 1442
    - 2. Bid Items

3. Information Regarding Bid Material, Bid Guarantee and Bonds
4. Instructions, Conditions and Other Statements to Bidders/Offerors
5. Representations & Certifications
6. Contract Clauses, Provisions, and Specifications
7. Drawings
8. Final Specs
9. Crawlspace Letter
10. HVAMasterConstructionSafetySpecs

B. When Submitting a Bid:

1. Bidder must complete and submit one (1) copy of the Standard Form (SF) 1442 with original signature and one (1) copy of the completed Representations/Certifications prior to the closing date and time.
2. **Ensure DUNS number is entered into Block 14, Name and Address of Offeror, of the SF 1442.**
3. Bidder is to affix a price in Block 17, "Base Bid", of the SF 1442 (see page 2). Offerors will also include a price for Bid Item 2 (Deduct Alternate No 01) and Bid Item 3 (Deduct Alternate No.2) in Block 17 of the SF 1442. Failure to do so could render the bid as nonresponsive.
4. Review Page 6 regarding bonding requirements and submission of a Bid Guarantee, as applicable.
5. Bidder shall include documentation of their safety and environmental record (see page 7 of the solicitation).
6. Bidder shall clearly mark in the lower left-hand corner, on the outside of the bid envelope, that it is a sealed bid. Bidder should include the solicitation number, bid opening date and time, and the title.

V. Procedure for Requesting Clarifications/Information:

- A. Any and all questions must be typewritten and either mailed, faxed, or e-mailed to the Administrative Contracting Officer. **As indicated in the solicitation, the cutoff date for questions is Thursday, Aug. 14, 2014 at 3:00 PM (local time).** Please cc: Ms. Negron-Figueroa in your email. They should not be contacted directly by phone.
- B. The Contracting Officer, via an amendment, will answer any and all technical questions. Any and all amendments will be posted at the Federal Business Opportunities System (FedBizOps) website at [www.fbo.gov](http://www.fbo.gov). Bidders are responsible for obtaining any amendments from the website.
- C. An amendment may also be used to communicate other information (for example, updated wage decision, revised clauses, new bid opening date). Bidders are encouraged to check [www.fbo.gov](http://www.fbo.gov) routinely to determine if amendments have been issued.
- D. Bidders must acknowledge ALL amendments issued by the VA by one of the methods shown in Block 11 of the Standard Form (SF) 30.

VI. Additional Visits to the Construction Area:

There are no future scheduled walk-throughs due to workload requirements of VA staff.

VII. Availability of Bid Sets:

- A. The solicitation is available for download at the Federal Business Opportunities System website, [www.fbo.gov](http://www.fbo.gov) .

VIII. Prior to Award:

- A. Contractor must submit their VETS 100 reporting information annually. The report must be current in order for award to be made. (See Instructions, Conditions, and Other Statements to Bidders)
- B. Contractor must be registered in the System for Award Management database. No award can be made unless the contractor is registered. (See Instructions, Conditions, and Other Statements to Bidders)
- C. Contractor must be registered in the Center for Veterans Enterprise database (VetBiz) in order to be eligible for award as this procurement is 100% set-aside for SDVOSB firms. No award can be made unless the contractor is registered.

IX. After Award

- A. Contractor shall submit a payment bond and performance bond (if applicable, see solicitation page 8), each 100% of the award amount, within fifteen calendar days of award.
- B. Contractor shall submit documentation of completion of OSHA certified construction safety course by employees (both prime contractor and subcontractor) who will work on the job site.
- C. Contractor shall submit documentation of "competent person's" completion of the 30-hour OSHA certified construction safety course.
- D. Contractor shall submit original Certificate of Liability Insurance prior to any work commencing.

X. Reminder:

This procurement is 100% set-aside for Service-Disabled, Veteran-Owned Small Business (SDVOSB). Bidders are referred to VAAR Clause 852.219-10. Special attention should be paid to paragraph (c)(4).

"(4) Construction by special trade contractors, at least 25 percent of the cost of the contract performance incurred for personnel will be spent on the concern's employees or the employees of other eligible service-disabled veteran-owned small business concerns;"

**\*\* NOTE \*\* Offerors will be required to complete this project in full no later than 120 days after Notice to Proceed. The 120 days includes the submittal period. This is a high-**

**visibility project and other projects may be delayed should the contractor fail to complete this project within the contract time. Consequences may include Termination for Default due to failure to complete the project within the contract time.**

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NAME & TITLE	ORGANIZATION	TELEPHONE & FAX NUMBER	E-MAIL ADDRESS
Myrl L. Hairfield, manager DeSalvio Construction of VA.	DeSalvio Construction of VA.	757-565-2980 757-565-2981	mhairfield@dominionpropertysecurities.com
STEPHEN MCLEOD	ADIRA CONSTRUCTION	757-673-0808 757-673-0751	MCLEOD@ADIRACONSTRUCTION.COM
CARI Butner QCM	BCI USA CON	757-352-8933	CButner@BCIUSACON.COM
KENN LANG CEO	YORK & WHITING (GC)	(757) 846-3614	CONTACTUS@YORKANDWHITING.COM
Downie Liverman P.M.	M+S CONCEPTS	(757) 455-0058	MANDS@OUTLOOK.COM
Robert L Suber	Brigade Contractors	757-351-4575 757-663-8103	Roberts@brigadecontractors.com
ANTHONY WILLIAMS	SAW CONTRACTING, INC.	757. 320. 3448	awilliams@SawContracting.com

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MIKE KEASEY <del>PROSPECT</del> MANAGER	RECOMMEND PROVIDERS	757-321-2979 757-966-1929	MIKEASEY@PRETRUSS.COM
Chris Carawan	ARRIBA Corporation	757-677-5684	ChrisCarawan@arribacorp.com
CHARLES MORRELL	SDC GROUP, INC SDVOSB	757-478-3109	cmorrell@sdcgroup.net
Cebeat White	Summit Construction	757-452-3113	cwhite@summitconstructiones.com
Peter Monahan	ENVIRON, INC	757-502-8156	Pete@environva.com

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