

Pre-Bid Conference/Site Visit VA262-15-B-0025 SUMMARY OF MEETING

January 9, 2015

The Department of Veterans Affairs convened a Pre-Bid Conference/Site Visit at 10:00 A.M. on January 9, 2015, at the VA Southern Nevada Healthcare System, 6900 N. Pecos Road, Room 1C150, North Las Vegas, Nevada 89086. Peter Van Steyn, Contract Specialist chaired the meeting.

VA REPRESENTATIVES

Peter Van Steyn, Contract Specialist
Amanda Simmons, Contracting Officer
Shane Lind, Contract Specialist
Robert Arnold, Engineering Service – Projects Section
Bernardo Borja, Engineering Service – Projects Section

COMNTRACTORS PRESENT AT MEETING:

See attached sign-in sheet

CONFERENCE SESSION

The Chairperson called the Pre-Bid Conference session of the meeting to order at 10:00am (PST). He stated that: 1) The purpose of the Pre-Bid Conference is to provide an informal forum for the Prospective Bidders to ask questions on the construction Scope of Work identified in the Bidding Documents; 2) The Pre-Bid Conference is intended to be helpful but does not and cannot change the Bid Documents; 3) Bidders must rely on published Addenda for official answers to questions that are not currently covered by Bid Documents; and 4) Bidders requiring a formal answer to their questions must submit their questions in writing to peter.vansteyn@va.gov. All RFI's are due January 16, 2015. All formal answers to written questions shall be via the issuance of an Addendum. Changes resulting from this Conference are official only if issued through an Amendment to the Solicitation. VA Contracting and Engineering Staff introductions were conducted.

It was also noted that this meeting will cover three major areas associated with the project, **solicitation requirements, project requirements, and site visitation**. The following solicitation requirements were covered and discussed at the meeting, with no questions or concerns raised by participants:

- Project Scope
- NAICS/PSC
- Project Magnitude
- Type of contract
- Project duration
- Bid content
- Bid opening
- Bid submission\
- Bid guarantee
- Payment/performance bonds
- Davis Bacon Wage Rates

- RFI submission, format, due date
- Post award submittals

The importance of bid content and submission was stressed; failure to comply with solicitation bid requirements will result in a “non-responsive” bid determination.

The following solicitation requirements were covered and discussed at the meeting:

- Scope of work
- Specific requirements
- General requirements
- Government furnished equipment (signs)
- Contractor furnished signs
- Site Plan

Several questions and concerns were noted regarding the following:

- Contractor license requirements (state license, license reciprocity, license requirement on federal installation)
- Contractor request for associated as-built drawings and geotechnical reports related to sign locations
- Use of alternate sign solutions and acceptability
- Discrepancies on equipment/sign lists; concerns were voiced regarding quantities annotated on sign sheets and signs located on site plan.

Conference participants were instructed to submit any/all questions and request for clarification via the established solicitation request for information process and format. Responses to these inquiries will be issued as an amendment, and posted on FBO.

An amendment is anticipated by January 16th transmitting “as-built” drawing, geotechnical data associated with sign locations at the VASNHCS, as well as inquiries noted at the Pre-Bid Conference.

Contractors were cleared with VA security to visit the site and examine existing signage.

ADJOURNMENT

The meeting was adjourned at 11:30am.