

PRE-PROPOSAL CONFERENCE OUTLINE

CO – Michael Moore

COR – Mark Rush

A/E – Mechanical Consultants, Inc, Bernie Patrick

Other VA staff - _____

I. Contractual Issues

1. General:

- (a) Project Title: RFP #VA255-16-R-0030, Proj No. 589A7-14-142 FCA
Convert Pneumatic Controls to Direct Digital Controls
- (b) Cost Range: \$500,000 to \$1,000,000
- (c) Completion Time: 120 calendar days after receipt of notice to proceed.
- (a) Bids are due December 29 at 3:00 PM at my office in Leavenworth. Please note that there are 2 bid tiems for this project.
- (b) Faxed or electronically sent bids are NOT acceptable. It's important to follow the Proposal Submittal Instructions exactly as they appear on pages 7 through 16 in the solicitation. Failure to do so may result in your proposal being deemed as nonresponsive.
- (c) The project is 100% set aside for Service Disabled Veteran Owned Small Businesses. The successful prime contractor will be required to perform no less than 25 percent of the construction labor.
- (d) Award will be made using Lowest Price Technically Acceptable (LPTA) as the source selection process and four evaluation factors will be utilized to determine technical acceptability. The factors will be rated as pass/fail. This process is outlined in Federal Acquisition Regulation (FAR) Part 15.101-2. The Government plans to award without discussions. However, we reserve the right to open discussions if necessary.

2. Disclaimer Statements:

- (a) Remarks and explanations at the conference shall not qualify the terms of the solicitation

- (b) Terms of the solicitation and specifications remain unchanged unless the solicitation is amended in writing

3. Bonds:

- (a) A bid Bond in the amount of 20% must accompany your BID.
- (b) After award of the contract a Payment Bond and a Performance Bond in the amount of 100% of the contract value are due prior to a Notice to Proceed Letter being issued.

4. Buy American Act: The solicitation is subject to the Buy American Act, and it generally requires the use of American made products. Please keep this in mind when you are providing product submittal data.

5. Davis-Bacon Act: All labor performed under this contract is subject to the Davis-Bacon Act and related labor laws, to include the payment of at least the amounts shown in the wage determination in the solicitation.

6. Other Contracting Topics:

- (a) The purchase of material for this project is exempt from state sales tax. A Kansas Tax exempt certificate will be issued after contract award.
- (b) The contractor is expected to maintain insurance coverage during the contract period as directed in the specifications.
- (c) Progress payments will be made no later than 30 days after receipt of an acceptable invoice.
- (d) Please pay particular attention to specification section 01 33 23 covering the submittal process. You will not be able to install materials without a submittal approval from the Government.
- (e) There are 2 important submittals that we need at contract start-up. They are the Schedule of Values, and a Construction Schedule.

II. Technical Issues – The Project Engineer and A/E will provide an overview of the project, and address questions involving the specifications and drawings. After this, a walk through of the site will be held.

ATTENDANCE ROSTER

PURPOSE: Pre-Construction Meeting

SOLICITATION NUMBER: VA255-16-R-0030

PROJECT TITLE: 589A7-14-142 FCA Convert Pneumatic Controls to Direct Digital Controls

DATE/TIME: November 9, 2015 @ 10:00 AM

PLACE: Department of Veteran Affairs, Wichita, KS

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