

**PRE-BID SITE VISIT AGENDA**  
**January 14, 2016 @ 10:00 am (local time) Indianapolis**  
**Invitation for Bid**  
**Upgrade CSR Parking Lot**  
**Project No. 583-16-116**  
**IFB No. VA-251-16-B-0051**

1. Attendees to fill out the sign-in sheet. Introductions of VA personnel present.
2. Contracting Officer (CO) will review the following:
  - The Solicitation, plans, specifications have been issued via FBO. All amendments shall be acknowledged with Bid submission.
  - The magnitude of project 583-16-116 is between \$500,000 and \$1,000,000. The completion time for the project is 90 calendar days from receipt of the Notice to Proceed.
  - This Request for Bid is being issued against solicitation VA251-16-B-0051.
  - NAICS code 237310 applies. At least 25 percent of the cost of the contract performance incurred for personnel will be spent on the SDVOSB concern's employees or the employees of other eligible service-disabled veteran-owned small business concerns.
  - Offerors are advised that **all questions must be submitted in writing utilizing the RFI form included as an attachment to the Bid** to the Contract Specialist, email: jeffery.ridenour@va.gov. Only those questions that are clearly identified in the solicitation package will be answered at this meeting. Any information provided by the VA during the pre-offer meeting and site visit in response to questions and clarifications is unofficial until it has been approved and provided in writing by the Contracting Officer. RFIs will be answered via an Amendment issued via the FBO. **NOTE THE RFI PERIOD, January 19, 2016 by COB.**
  - FAR clause 52.229-3 applies. The contract price shall include all applicable Federal, State, and local taxes and duties.
  - See Solicitation for Proposal regarding bonding information.
  - The solicitation is an Invitation for Bid. As such, offer should be submitted via Bid Documents that is clearly identified with the Project Number, and Project title.
  - Bids are due **Thursday, February 11, 2016 at 2:00 PM**, local time Indianapolis, IN. All bids must be received by the Contracting Office no later than that time.
  - Safety measures are always a part of Government contracts. Be sure to be familiar with not only all federal safety requirements but also safety requirements to this particular facility. 10 hour OSHA training certificates for all onsite employees and 30 hour training certificates for superintendents (or evidence of equivalent training) will need to be provided to COR prior to commencement of work. The job superintendent/OSHA certified competent person shall be on site at all times when work is being done.
  - The Construction Wage Rate Requirements (Davis-Bacon Act) is applicable to the resulting contract; a wage determination is included as an attachment to the Solicitation and may be updated by Amendment.
  - The Buy American Act applies to the resulting contract. Reference FAR 52.225-9 and -10 and VAAR 852.236-89.
  - The purpose of the site visit is for bidders to ascertain the nature and location of the work and the conditions affecting the work or its cost.

3. COR will discuss the following as needed:

- Scope of work on the project
- Reference drawings
- VA specifications
- Parking/Storage during construction

4. Site visit to follow, sign-in sheet is attached.


5. Questions from attendees:

1	None
2	
3	
4	
5	

*The above items were stated to the attendees of the site visit.*

Signed by Contract Specialist

Printed Name

  
Jeffery Ridenour

Cc: Solicitation file, COR

Attachments (1)