

# **AGENDA**

## **Pre-Proposal Conference**

**VA260-16-R-0001**

**NRM Project 663-15-102 Upgrade Electrical Distribution, 5kV to 15kV, Building 100**

**Puget Sound Health Care System (PSHCS), Seattle Division, Washington**

Date / Time: March 15, 2016 / 9:00 a.m. Pacific Time

Location: PSHCS, Seattle Division at the VA Resident Engineer Trailer

Design Team: Sazan Group

VA Team:

CO – Charlene Duncan | [charlene.duncan@va.gov](mailto:charlene.duncan@va.gov)

COR – Steve Matthes

General Notes:

1. Remarks and explanations provided at this conference, regardless of the speaker, shall not qualify the terms of the solicitation in any way.
2. Terms of the solicitation and specifications remain unchanged unless the solicitation is amended in writing.
3. File sizes, technical difficulties and solicitation amendments vs. FBO posting amendments
  - a. File sizes in excess of 20mg will not post;
  - b. Total size of all files in one posting that exceeds 76mg will not post;
  - c. FBO will show all postings after the initial solicitation as an amendment, regardless;
  - d. The posting on March 1, 2016, was not a solicitation amendment;
  - e. There have been two solicitation amendments posted, both on March 10, 2016.
4. Seattle City Light (SCL). Please do not contact SCL for any reason. If you have questions, please submit those questions via email to the Contracting Officer (CO) for a response. Reference the solicitation at 1.1.d. Proposal Inquiries.
5. Sazan Group. Please do not contact Sazan for any reason. If you have questions, please submit those questions via email to the Contracting Officer (CO) for a response. Reference the solicitation at 1.1.d. Proposal Inquiries.

RFP Highlights: These are highlights. Compliance with all instructions in the solicitation is the contractor's responsibility and is not excused simply because it is not addressed in this meeting or agenda.

1. Proposal due date and time is April 29, 2016, at 11:59 p.m. As long as all transmitting emails are dated on or before April 29, 2016, the proposal will be considered timely.
2. Proposals will only be submitted to the email address shown in block 8 of the SF1442 and 1.2.a.ii. DO NOT copy the CO or any other government or non-government email address.
3. Naming Conventions. Please follow the instructions at 1.2.a and 1.2.b in the solicitation.
  - a. The subject line of each transmitting email will be completed as indicated in the solicitation at 1.2.a.iv. (i.e. VA260-16-R-0001 – Acme Construction – email 1 of 3)
  - b. File names will comply with the naming conventions at 1.2.b. (i.e. VA260-16-R-0001 – Acme Construction – Cover Letter). Reference the table at 1.2.b.ii.
4. File Formats. All files submitted will be in PDF format.
5. Reference FAR 4.102 for specific signature requirements and please ensure that the SF1442 submitted with the proposal complies with these requirements. Reference 1.2.b.ii.3.
6. Bid Bonds. Please note that while a scanned copy of the bid bond may be submitted, the original, fully executed bond must be submitted to the CO at the address in Block 7 of the SF1442. Reference 1.2.b.ii.6.(e).
7. Evaluation Process (1.3).
  - a. Cascading Procedure is not applicable and has been deleted from the solicitation.
  - b. Evaluation Factor B – Experience – Demonstrate experience in completing projects of the scope and magnitude described in all construction documents.
  - c. Evaluation Factor D – Integrated Master Schedule at a. – (Technical Evaluation Factor D) should be (Evaluation Factor E).
  - d. Submission of cost proposals. Would it be preferable to wait until determination of the competitive range and then request pricing detail? Or just submit both proposals up front?
8. Options.
  - a. Price evaluation will be on the total of the base and all options (2.3 52.217-5 Evaluation of Options);
  - b. Exercise of the options is the sole right of the government and will be in accordance with 4.3 52.217-7 Option for Increased Quantity – Separately Priced Line Item.
9. Small Business Subcontracting Plan – Only applicable to large businesses. Issuing a template.

10. Economic Price Adjustment – Contractor thoughts? Will be based on cost indexes due to long duration of project (reference FAR 52.211-10).
11. Buy American Act – It is applicable. If not available, let CO know soonest, even prior to proposal due date.
12. Sole Source Equipment – 4.37 VAAR 852.236-90 – No “equal” equipment will be considered for the items listed at this clause.
13. Amendment A00003 will include, but may not be limited to,
  - a. Economic Price Adjustment clause
  - b. A few RFP clean up items
  - c. A SB Subcontracting Plan template
14. Site Visit – 03/31/2016
15. Inquiries – 04/08/2016
16. Proposals – 04/29/2016

Proposals: Contractors will develop their proposals based on the information in the solicitation, construction documents and any amendments. Contractors will not develop proposals based on comments, explanations, remarks made at this or any other site visit.

### **Questions?**

#### **Project Description:**

1. SOW
2. Phasing
3. Duration

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