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VA Health Care Upstate New York  
Bath VA Medical Center  
76 Veterans Avenue | Bath, NY 14810

[www.bath.va.gov](http://www.bath.va.gov)

## **AGENDA FOR PRE-QUOTE CONFERENCE**

**VA528-16-AP-0377 - BATH VAMC TV SERVICE**

**DATE: April 12, 2016 @ 1:00PM**

**Location:** VA Medical Center  
Room 555, Hospital, Building 76  
76 Veterans Avenue  
Bath, NY 14810

**I. Introduction:** The agenda for this conference is established as follows:

- A. Contracting Officer's general remarks
- B. COR general remarks
- C. Questions/clarifications from the Attendees
- D. Walk-through of the site

**II. Names of Key Individuals for this Acquisition:**

- A. Administrative Contract Specialist: Curt Rudolph
- B. COR: Tim Mortensen, Utilities Supervisor-Facilities Management

**III. Milestone Dates for this Acquisition:**

- A. Date of FedBizOpps RFQ VA528-16-Q-0032: 3-9-2016, MOD 3-28-16
- B. Date of Site Visit Conference: 4-12-2016, 1:00PM EDT
- C. Clarifications/ requests for further information must be submitted by 3:00PM EDT, 4-14-2016.
- D. Responses to clarifications/requests for further information to be posted on the SEWP RFQ by COB 4-19-2016
- E. **Final Quote to be due by 3:00PM EDT, 4-22-2016**

**IV. General Comments / Instructions to Offeror:**

- A. The Request for Quote package consists of:
  - 1. FedBizOpps RFQ # VA528-16-Q-0132, SOW included.

B. When submitting the Request For Quote:

1. Follow your solicitation.
2. **Procedure for requesting information/clarifications:**  
Any and all questions must be e-mailed to [curtis.rudolph@va.gov](mailto:curtis.rudolph@va.gov) .
3. Any and all technical questions will be answered by the Contract Specialist, in writing, via amendment to the solicitation, FBO posting VA528-16-Q-0132
4. An amendment may also be used to communicate other information (i.e., updated information, extended closing date, etc.).
5. Offeror must acknowledge receipt of all amendments issued by the Contracting Officer.
6. Offeror is responsible for bringing any blatant ambiguities in the documents to the Contracting Officer's attention.
7. Offeror, and Offeror's subcontractors, are not permitted to contact the Engineering Service for information regarding this quote. To do so will be to your detriment as any answers you receive will not be applicable in a dispute with the Contracting Officer.
8. Quotes are accepted via the FBO Request For Quote, only.

C. Additional Site Visits:

1. This is the only scheduled site visit. No further site visits will be conducted.
2. No one will be permitted to walk through the site without a VA escort.

# SIGN-IN SHEET

VA528-16-AP-0377 - BATH VAMC TV SERVICE  
FEDBIZOPPS Solicitation Number: VA52816Q0132

Room 555, Hospital, Building 76

VA Medical Center, Bath, NY

DATE: 4/12/2016 @ 1:00PM

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for Blue Line

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NAME Julie Dutton  
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R.F. Highland

**SIGN-IN SHEET**  
VA528-16-AP-0377 - BATH VAMC TV SERVICE  
**FEDBIZOPPS Solicitation Number: VA52816Q0132**  
Room 555, Hospital, Building 76  
VA Medical Center, Bath, NY  
DATE: 4/12/2016 @ 1:00PM

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NAME Tim MONTENSEN  
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PHONE  
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NAME EDWARD KOSTOLANSKY  
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PHONE  
EMAIL ADDRESS

Curt Redoff  
NCO 2  
Contract Specialist