

Pre-Bid Conference / Site Visit
 April 20, 2016 – 2:00 PM
 Hunter Holmes McGuire VAMC, Richmond, VA

ADMINISTERING CONTRACT OFFICER: Mark Harville
 POC: Antonio M. Jackson Antonio.jackson@va.gov – 910-488-2120 ext 5725)

ATTENDANCE

NAME	ORGANIZATION	PHONE	EMAIL
Anthony Williams	Saw Contracting	757-320-3448	awilliams@sawcontracting.com
Chris Carawan	Saw Contracting	757-342-4242	ccarawan@sawcontracting.com
ED SEAY	Vulcan Materials	804-212-6121	SEAY@VMA.MAIL.COM
Louis Simon	EFCO FORMS	412-508-6198	louis.Simon@efcoforms.com

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ATTENDANCE

NAME	ORGANIZATION	PHONE	EMAIL
JAMES Bouchere	Williams Building Co.	508.394.3644	j.bouchere@williamsbuildingco.com

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NAME	ORGANIZATION	PHONE	EMAIL
Taylor Londeree	PowerTec Inc.	(804) 359-3600	taylor@powertecva.com

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NAME	ORGANIZATION	PHONE	EMAIL
Brian Miller	BCI Construction USA, Inc	850- 659-2593	bmillar@bci conusa. com

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NAME	ORGANIZATION	PHONE	EMAIL
Stephen Robens	BTS Renovations	804-514-3980	BTS RVA BTSRVA@Gmail.com

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NAME	ORGANIZATION	PHONE	EMAIL
DESIRE NANA	OUTSHINE Contractors LLC	757 713 1807	service@outshinecontractors.com
George Nyfeler, LS, LEED AP	Nyfeler Associates, LLC	(804) 277-4231	gnyfeler@nyfelerassociates.com
VOSB Land Surveyor			
John Ellis for Matthew Hemmis	HEARTLAND CONSTRUCTION INC.	757-839-8633	mat@heartlandconstructionva.com

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NAME	ORGANIZATION	PHONE	EMAIL
Byron Wright	GG R Const (elect)	757-342-6899	byronwright@charter.net
STEPHEN MCLEOD	ADIRA CONSTRUCTION (PRIME)	757 6730808	MCLEOD@ADIRACONSTRUCTION.COM

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ATTENDANCE

NAME	ORGANIZATION	PHONE	EMAIL
Kurt White	Talan Veterans Services	291-3899	kwhite@talansvcs.com

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ATTENDANCE

NAME	ORGANIZATION	PHONE	EMAIL
Sean Murphy	BASF	757-207-0663	sean.murphyva@gmail.com

AGENDA
PRE-BID CONFERENCE
Construct New Parking Garage
Hunter Holmes McGuire VAMC, Richmond, VA
SOLICITATION: VA246-16-B-0375
PROJECT No. 652-313
April 20, 2016

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

- A. Contracting Specialist's general remarks
- B. Facility Management Service's general remarks
- C. Questions/discussion from the attendees
- D. Walk-through of Construction Area

II. Names of Key Individuals for This Procurement:

A. The Contracting Officers are:

Antonio M. Jackson, Contracting Officer(UNTIL AWARD)

Department of Veterans Affairs
Network Contracting Office (NCO) 6
Construction Team
201 Hay St. Suite 305
Fayetteville, NC 28301
(PH) 910-488-2120 ext. 5250
Antonio.jackson@va.gov

Mark Harville, Administering Contracting Officer (AFTER AWARD)
Department of Veterans Affairs
Network Contracting Office (NCO) 6
Construction Team
1201 Broad Rock Blvd.
Richmond, VA 23249

B. The Contracting Officer's Representative (COR):

Tina Debella, P.E.
Facility Management Service (FMS)
Hunter Holmes McGuire VAMC

III. Milestone Dates for This Procurement:

- A. Date of Issue: April 11, 2016
- B. Pre-bid Conference: April 20, 2016
- C. Cutoff for Questions: April 29, 2016 at 3:00 PM (EST)
- D. Bid Opening: May 12, 2016 at 2:00PM (EST)

IV. General Comments/Instructions to Bidders:

A. The IFB Package consists of:

- 1. SF 1442
- 2. Scope of Work.
- 3. Bid Item List.
- 4. Information Regarding Bid Material, Bid Guarantee and Bonds.
- 5. Instruction, Conditions, and Other Statements to Bidders/Offerors (including solicitation provisions)
- 6. Representations & Certifications.
- 7. General Conditions (contract clauses).
- 8. List of Attachments (*to include wage determination, specifications and drawings*)

B. When Submitting a Bid:

- 1. Bidder must complete and submit one (1) copy of the Standard Form (SF) 1442 with original signature and one (1) copy of the completed Representations/Certifications prior to the closing date and time.
- 2. Bid must be submitted in one hard copy (paper) format prior to the closing date and time.
- 3. Ensure DUNS number is entered into Block 14, Name and Address of Offeror, of the SF 1442. If the bidder does not have a DUNS number, they are to contact Dun and Bradstreet at 1-800-333-0505 or www.dnb.com and obtain a DUNS number.
- 4. Bidder is to affix a price for **each** bid item on pages 10 through 12 (Bid Item List) of the solicitation. **Failure to do so will render the bid as nonresponsive.**
- 5. Bidders must acknowledge **ALL** amendments issued by the VA in block 19 on the SF1442 within the bid package.
- 6. Bidder must submit Safety (OSHA) and Environmental (EPA) Violation information in accordance with page 17 of the solicitation (*Section titled:*

OSHA AND EPA VIOLATIONS). This is a self certification regarding OSHA and EPA violations for the past three (3) years.

7. Review Page 16 of the IFB, regarding bonding requirements and submission of a Bid Guarantee, as applicable.
8. Bidder shall clearly mark in the lower left-hand corner, on the outside of the bid envelope, that it is a sealed bid. Bidder should include the solicitation number, bid opening date and time, and the title.
9. In accordance with Public Law 109-461, this requirement has been set-aside for Service-Disabled Veteran-Owned Small Businesses (**SDVOSB**). In order to be eligible to participate, the offeror must be registered and certified as an SDVOSB firm in the Center for Veteran Enterprise database (VetBiz) which can be found at www.vetbiz.gov.

V. Procedure for Requesting Clarifications/Information:

- A. Any and all questions must be emailed to the **POC Contracting Officer**, Antonio Jackson at Antonio.jackson@va.gov . **NO TELEPHONIC QUESTIONS**. The **cutoff date for questions is April 29, 2016 at 3:00 PM (EST)**. Facility Management Service should not be contacted directly. Failure to submit questions by the due date/time may result in the questions going unanswered.
- B. The POC Contract Specialist, via an amendment, will answer any and all technical questions submitted prior to the cutoff date for questions. Any and all amendments will be posted at the Federal Business Opportunities System (FBO) website at <https://www.fbo.gov/>. Bidders are responsible for obtaining any amendments from the website.
- C. An amendment may also be used to communicate other information (*for example, updated wage decision, revised clauses, new bid opening date*). Bidders are encouraged to check the FBO System routinely to determine if amendments have been issued.

VI. Additional Visits to the Construction Area:

NO ADDITIONAL SITE VISITS ARE SCHEDULED AT THIS TIME.

VII. Availability of Bid Sets:

- A. The solicitation is available for download at the Federal Business Opportunities System website.

VIII. Prior to Award:

- A. Contractor must submit their VETS 100 reporting information annually. The report must be current in order for award to be made. (*See Instructions, Conditions, and Other Statements to Bidders*)
- B. Contractor must be registered in the System for Award Management (SAM) database. No award can be made unless the contractor is registered. (*See Instructions, Conditions, and Other Statements to Bidders*)
- C. Contractor must ensure that their reps and certs are current and have the correct NAICS Code (236220) listed under the socio-economic grouping set aside within the solicitation.

IX. After Award

- A. Contractor shall submit a payment bond and performance bond, each 100% of the award amount, within ten calendar days of award.
- B. Contractor shall submit documentation of completion of OSHA certified construction safety course by employees (*both prime contractor and subcontractor*) who will work on the job site.
- C. Contractor shall submit documentation of “competent person’s” completion of the 30-hour OSHA certified construction safety course.
- D. Contractor shall submit original Certificate of Liability Insurance prior to any work commencing.
- E. The Department of Veterans Affairs (VA) evaluates contractor past performance on all contracts that exceed \$650,000, and shares those evaluations with other Federal Government contract specialists and procurement officials. Each contractor whose contract award is estimated to exceed \$650,000 is required to register with the Contractor Performance Assessment Reporting System (CPARS).

X. Reminder:

In accordance with PL 109-461, this procurement is 100% set-aside for certified Service-Disabled, Veteran-Owned Small Business (SDVOSB).

ONLY questions general in nature will be addressed during the Pre-bid Conference / Site Visit. ALL technical questions require e-mail submittals to Antonio.jackson@va.gov in order to ensure that everyone has the same information for bidding purposes.