

## RECORD OF ATTENDANCE

**Solicitation/Contract No. VA-244-14-R-0049**

**DATE: 11/22/11**

**TIME: 10:00 AM**

### Project Titles: Fee Office Renovation

### TYPE OF MEETING

- |   |   |
|---|---|
| <input type="checkbox"/> Training                                   | <input type="checkbox"/> Bid Opening                |
| <input type="checkbox"/> Negotiation Conference                     | <input type="checkbox"/> Pre-performance Conference |
| <input checked="" type="checkbox"/> Pre-proposal/Pre-bid site visit | <input type="checkbox"/> Business Strategy Panel    |
| <input checked="" type="checkbox"/> Pre-proposal/Pre-bid conference | <input type="checkbox"/> Pre-Final Inspection       |
| <input type="checkbox"/> Progress Meeting                           | <input type="checkbox"/> Final Inspection           |
| <input type="checkbox"/> Source Selection Evaluation Meeting        | <input type="checkbox"/> Other:                     |

**Please annotate next to your name the letters (P) for prime contractor or (S) for subcontractor to differentiate your role for the purpose of this meeting.**

[illegible]

**COMMENTS:**