

PRE PROPSAL MEETING AGENDA

Project: Replace Obsolete HVAC Controls with Digital Controls
Project No.: 502-12-102 **Date:** 06/08/2016 **Time:** 1:00 PM local time
Location: Alexandria VA Health Center, Bldg 5 – 1st Floor Conference Room ; 113
Shreveport Highway 71N, Pineville LA 71360

Pass around sign in sheet.

Announce the name, location and general scope of the project to all attendees and state purpose of meeting.

The VA Health Care System (VAHCS), Alexandria, LA requires renovations and upgrades to the existing Energy Management Control Systems. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work for the - Upgrade Energy Management Control Systems as required by drawings and specifications.

Field Site Review

- *Purpose of second site review is to give you the opportunity to see/inspect, Access to ceiling spaces, Access to existing panel spaces, to field verify existing conditions, and to take necessary notes/photos of existing conditions.*

the site where work will take place.

- *Please be aware that whatever is said during the meeting is meant to be helpful but does not and cannot change the Solicitation Documents. Contractors must rely on published Addenda for official answers to questions that are not currently covered by Solicitation Documents.*
- *Feel free to take pictures of the site or outside of structure as required to perform the work; veterans, patients, employees and visitors may not be photographed.*
- *This Conference is not a Question and Answer session. It is meant as a presentation of the project. Questions should be submitted in written form.*
- *Questions will not be answered. Please write them down and email them To myself gina.roach@va.gov. Any questions must be submitted as outlined in page 12 of the solicitation, paragraph QUESTIONS*
- *The deadline to submit questions is 14 calendars prior to the date for receipt of proposals shown in Block 13A of the Sf-1442 or as amended. (as of today it is June 13th)*
- *Questions will not be answered directly to the contractor. All questions and responses will be posted to FedBizOpps by an amendment so all prospective bidders can see them.*
- *Any questions submitted after the cut-off dated will not be answered.*

Introduce all parties present who are involved in the Project.

Contracting Officer

Gina Roach

Engineer/CO

James Monroe

A&E Rep

Pat Davis, Hernandez Consulting

Contracting Officer Presentation

Solicitation Information – VA256-16-R-1083 Announce that, at present, proposal will be taken on Thursday, June 27, 2016 at 2:00 PM local time

- Proposals must be submitted to: Department of Veterans Affairs
VA Alexandria VHCS (NCO16)
Attn: Gina Roach, 90C
Contracting Department
2395 Shreveport Hwy, 71N
Pineville, LA 71360 71360
- This is a total Service Disabled Veteran-Owned Small Business 100% Set-Aside Competitive Procurement pursuant to Public Law 109-461 (38 USC 8127).

Engineering presentation/Site Visit

- We will again briefly tour the following buildings;
 - 6, 5*, 4, 49, 9, 3*, 2, 1*, 8, 7, 46, 45, 16, 14*, 41*, 147
 - *Indicates fiber optic installation only
- In these building access to the following items will be allowed.
 - Ceiling spaces
 - Existing panel spaces
- This visit is also to give contractors opportunity to
 - Field verify existing conditions
 - Take necessary notes/photos of existing conditions

A Site Visit was conducted at the following locations at the contractor's requests:

Bldg. 6 Mechanical room and Roof
Bldg. 5 Mechanical rooms and Room for New base station
Bldg. 4 Mechanical room
Bldg. 49 Mechanical and Electrical room.
Bldg. 9 Mechanical Room, Attic, and looked at VAV on 1st floor
Bldg. 3 pass thru
Bldg. 2 Basement, control panel 1st Floor, Attic
Bldg. 1 N/A
Bldg. 8 Mechanical Room
Bldg. 7 Pipe basement, Mechanical rooms 3rd floor
Bldg. 147 Duct back in front, and control inside
Bldg. 46 N/A
Bldg. 45 Attic over 45 A/B
Bldg. 14 N/a
Bldg. 41 N/a