

Monday, June 13th, 2016 10:00 AM

Nashville VA Medical Center - 626-15-103 - Renovate 4 North

Pre-Proposal Site Visit

Please record your name and contact information so that we can get back to you with more information.

	FIRST NAME	LAST NAME	COMPANY NAME	PHONE #	EMAIL ADDRESS	Cage Code/ DUNS
1	Drake	Cummins	Hernandez Consulting	504 305 8571	WHATCH@hernandezconsulting.com	
2	Lindsey	Lynch	Guidon Design	317 800 6388	llynch@guidondesign.com	
3	Tom	DAVIS	VA	615 9878602	THOMAS.DAVIS@VA.GOV	
4	CHRIS	POETTKER	POETTKER CONSTRUCTION	615-520-1171	edpoettker@poettkerconstruction.com	
5	David	McDonnell	BES	423 202-3825	dmcdownell@besdesignbuild.com	
6	Jimmy	Edwards	George D. Edwards Electric	615 256-6196	jedwards@edwardselec.com	
7	Troy	Drown	Dunbar	901-517-5869	tdrown@dmc-memphis.com	
8	Dary	Bateman	Dunbar	615-584-8081	DBateman@dmc-memphis.com	
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10	Dexter	Cress	Nashville Sheet Metal	615-255-9152	dexter@nashvillesheetmetal.com	
11	Jeremy	Aker	Team Environmental Group	615-364-7466	jeremy@teamenvironmentalgroup.com	
12	Rich	Ray	Tibbets Electric	615-775-5789	R.Ray@Tibbets-Electric.com	
13	Ra-Harmon	Nelson	VA		Raharmon.Nelson@VA.GOV	
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Renovate 4 North
Pre-Proposal Conference & Site Meeting Minutes
June 13, 2016

Introduction:

Contracting Officer: Stephen A. Clabough
Project Manager/COR: Ra-Harmon Nelson

Established rules of communication and the roles of the CO & COR:

All questions shall be proposed electronically.

All Q&As will be posted in an amendment.

Photos of the project site are allowed.

Solicitation was reviewed including highlights:

- NAICS Code: 236220 - Commercial and Institutional Building Construction
- Size Standard: \$36.5M
- Magnitude of Construction: Between \$2,000,000 and \$5,000,000.
- Type of Set Aside: Service Disabled Veteran Owned Small Businesses
- SAM registration required (including Reps & Certs)
- Buy American Act – Construction materials
- Government Furnished Property: N/A
- Davis Bacon: YES, General Decision Number: TN160084 05/13/2016
TN84. Construction Type: Building.
- Period of Performance: 185 Calendar Days from issuance of the Notice to Proceed.

Brief overview of project scope was provided by COR.

SIGN-IN SHEET ATTACHED.

Questions are due by June 20th, 2016 at 2:00 PM local time.

Proposals are due by July 5th, 2016 at 2:00 PM local time.

STATEMENT OF WORK
Department Of
Veterans Affairs TVHS,
Nashville Campus
Requirements for Construction Services
Project 626-15-103
Renovate 4 North

A. GENERAL INFORMATION

1. Title of Project: 626-15-103 Renovate 4 North
2. Scope of Work: The contractor shall provide all resources necessary to accomplish and furnish all labor, material, equipment, transportation, and supervision necessary for Project# 626-15-103 "Renovate 4 North" at the Tennessee Valley Healthcare System, VA Medical Center, 1310 24th Ave., S., Nashville, TN 37212 in accordance with the specifications and drawings. Work includes but is not limited plumbing, heating venting and cooling, structural, sanitary, architectural, mechanical, controls, communications, industrial hygiene, and electrical.
3. Background: The Nashville footprint of the Nashville mental health ward only allows for inpatient beds and not psychiatric medical unit (PMU) beds. This project will create a PMU area as well as maintain the existing inpatient and outpatient treatment areas.

B.

1. Performance Period: The contractor shall complete the work required under this Statement of Work (SOW) in 186 calendar days or less from issuance of the notice to proceed.

C. CONTRACT AWARD MEETING

- D.** The contractor shall not commence performance on the tasks in this SOW until the contracting officer (CO) has conducted a kick off meeting or has advised the contractor that a kick off meeting is waived and notice to proceed is issued and contract is signed.

E. GENERAL REQUIREMENTS

1. All written deliverables shall be phrased in layperson language. Statistical and other technical terminology shall not be used without providing a glossary of terms.
2. Where a written milestone deliverable is required in draft form, the VA will complete their review of the draft deliverable within five (5) business days from the date of receipt. The contractor shall have four (4) business days to deliver the final deliverable from date of receipt of the Government's comments.

F.

1. If for any reason any written milestone deliverable cannot be reviewed by the COR and delivered back to the contractor within the scheduled time frame, the COR is required to explain why in writing to the CO, including a firm commitment of when the work shall be completed. If deliverable cannot be reviewed and returned

within the scheduled time frame, compensation may be due to the contractor.

G. SPECIFIC MANDATORY TASKS AND ASSOCIATED DELIVERABLES

- H. Description of Tasks and Associated Deliverables:** Renovate each phase of the project. Create new PMU and maintain existing in and out patient areas. Provide proper infection control measures and clean up area daily.
- I. Task One:** Submittals, samples and shop drawings.
- J. Task Two:** Perform work specified in drawings and specifications.
- K. Deliverable One:** Provide all closeout documentation, as-built drawings, certifications, tests reports, training, warranties, manuals, etc. specified in contract documents.

L. SCHEDULE FOR DELIVERABLES

1. The contractor shall complete the Delivery Date column in Attachment A for each deliverable specified.
2. If for any reason any deliverable cannot be delivered within the scheduled time frame, the contractor is required to explain why in writing to the CO, including a firm commitment of when the work shall be completed. If deliverable cannot be delivered within the scheduled time frame, consideration may be requested from the contractor.
3. Provide manuals and training for new devices.
4. Coordination drawings for electric wiring and low voltage wiring.
5. Submittals coordination drawings and schedule prior to beginning work.

M. REPORTING REQUIREMENTS

1. The contractor shall provide the COR with monthly written progress reports (original plus 2 copies). These are due to the COR by the second workday following the end of each calendar month, throughout the project's duration. The COR is required to provide monthly progress reports to the CO by the fifth workday of the new calendar month.
2. The progress report shall cover all work completed during the preceding month and shall present the work to be accomplished during the subsequent month. This report shall also identify any problems that arose, along with a statement explaining how the problem was resolved. This report shall also identify any problems that have arisen but have not been completely resolved, with an explanation.

N.

3. The contractor shall provide the COR with monthly written reports stating the type and weight of materials recycled and disposed of. This will accompany pay requests.

O. CONTRACTOR REQUIREMENTS

1. The contractor must inform the VHA COR when personnel are removed from the contract for any reason.

P.

2. If a key person becomes unavailable to complete the contract, proposed substitutions of key personnel shall be made to the COR and CO immediately.