

PREBID MEETING ROME SITE IMPROVEMENTS

26 July 2016

NAME	FIRM/OFFICE SYMBOL	POSITION / TITLE	PHONE	EMAIL ADDRESS
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AGENDA FOR PREBID CONFERENCE

PROJECT 528A7-15-720 ROME SITE IMPROVEMENTS

Tuesday 26 July 2016

Location: Rome CBOC
125 Brookley Rd
Rome, NY 13441

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

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

II. Names of Key Individuals for this Acquisition:

- A. Contracting Officer: Rachel Beason
- B. COR: Sarah Richards

III. Milestone Dates for this Acquisition:

- A. RFIS are due in to Rachel: 2 Aug 16 5PM EST
- B. Bids are due 11 Aug 16 2:00 PM EST

IV. General Comments/Instructions to Offeror:

A. When submitting the IFB :

Make sure you break down in detail how your firm is going to self-perform the 15%

B. Procedure for requesting information/clarifications:

1. Any and all questions must be e-mailed to Rachel.beason@va.gov
2. Any and all technical questions will be answered by the Contracting Officer, in writing, via amendment to the solicitation.
3. ALL RFIS must be submitted by COB : **2 Aug 16 5 PM**
4. An amendment may also be used to communicate other information (i.e., updated wage decisions, revised clauses, extended bid 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 Architect/Engineer or Engineering Service for information regarding this project. 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. Electronic quotes are not accepted

C. Additional Site Visits:

This is the only scheduled site visit. No further site visits will be conducted.

No one will be permitted to walk through the site without a VA escort.