

# PRE-PROPOSAL MEETING AND SITE VISIT

## MEETING MINUTES

### RENOVATE O.R. SUITES ON 5<sup>TH</sup> FLOOR CONSTRUCTION PROJECT #642-11-123

#### SOLICITATION #VA244-16-R-1566

#### NOVEMBER 29, 2016, 6:30 AM BUILDING 2, 5<sup>TH</sup> FLOOR SURGICAL BUSINESS OFFICE CONFERENCE ROOM

1. The solicitation was posted on the Federal Business Opportunities (<https://www.fbo.gov/>) website on November 4, 2016 that included the scope of work, specifications and drawings.
2. Discuss Scope of Work: 730 days to complete this project and Construction Magnitude is between \$5,000,000.00 - \$10,000,000.00. There are five (5) proposal alternates for this project. **ALL WORK WILL BE PERFORMED ON THE 2<sup>ND</sup> SHIFT – 2:30 PM TO 10:30 PM.**
3. This project will be awarded under a Firm Fixed VA construction contract. The award will be made using evaluation factors consisting of technical capability, past performance and price. Technical capability and past performance are of equal importance and when combined are significantly more important than price. Award will also be made to the offeror who submits the most fair and reasonable offer that is in conformance with the solicitation.
4. The response date is Monday, January 9, 2017, 11:00 am (EST). All proposals must be mailed or delivered to Debra Fisher, Contract Specialist, Contracting Network Office 4 (90c), CMJC Medical Center, 3900 Woodland Ave, Philadelphia, PA 19104.
5. **All questions** pertaining to this project must be sent to Debra Fisher (CS), Chuck Peck (CO), by e-mail no later than Friday, **December 16, 2016, 12:00 PM (EST)**. Answers to all questions will be posted to the FBO by **Tuesday, January 3, 2017**.
6. This is 100% set-aside for Small Businesses
7. Make sure all questions are directed to the Debra Fisher (Contract Specialist) or Kevin Vernia (COR) during the site visit and follow up with all questions by e-mail to the CO, CS and COR. All questions and answers from the Pre-proposal Meeting/Site Visit will be documented and posted on the FBO website. Chuck Peck's contact information is [Charles.Peck@va.gov](mailto:Charles.Peck@va.gov) or (302) 994-2511 x7526, Debra Fisher's contact information is

Debra.Fisher@va.gov or (215) 823-4673 and Kevin Vernia's contact information is Kevin.Vernia@va.gov or (215) 823-5811.

8. Any additional site visits must be scheduled and approved through Debra Fisher (CS) and/or Kevin Vernia (COR). Additional site visits are not guaranteed.

**9. Questions, Comments or Notes?**

# SIGN-IN SHEET

UPGRADE O.R. SUITES ON FIFTH FLOOR  
 CONSTRUCTION PROJECT #642-11-123  
 SOLICITATION #VA244-16-R-1566

PRE-PROPOSAL MEETING & SITE VISIT

November 29, 2016  
 6:30 AM

PHILADELPHIA VA MEDICAL CENTER  
 BUILDING 2, 5<sup>TH</sup> FLOOR  
 SURGICAL BUSINESS OFFICE CONFERENCE ROOM

NAME	POSITION	ORGANIZATION	PHONE #
Chuck Peck	Contracting Officer	Contracting Office	302-994-2511 x7526
Debra Fisher	Contracting Specialist	Contracting Office	215-823-4673
JOSE DIAZ	EASTERN CONSTRUCTION	SPM	917 881-1576
MERVIN GREGG	Pulsley Electric		856-842-9418
RICHARD MIEDWIC	FIDELIS / CANUSO JORDEN		267-988-2448
Debra Weiringer	Field Sales Rep	AMO	305-364-0888
Tim Oliver	SA DIRECTOR SALES	AMO PHILADELPHIA MSPV	813-220-0400
Gacey Holston	Fidelis's Stamper	Fidelis's	484-904-3117