

Site Visit
 April 5, 2012 at 11:00 A.M.
 Bldg 6 Education Resource Center

CONTRACT SPECIALIST: Heather Hampton 704-638-9000 x5000

ATTENDANCE

<u>Name</u>	<u>Organization</u>	<u>Phone</u>	<u>Email</u>
Blake Skupatani	Blake Contracting	704-868-4530	Blake@Blakegc.com
Cass Bradley	Blake Contracting	704-868-9930	Cbradley@Blakegc.com
Dave Nucci	Nucci Construction	706-556-0784	dave@nucci.construction.com
Scott Wiseman	LCS Builders	704-690-2817	Swiseman@lcsbuilders.com
Mark Bliss	LCS Builders		MBliss@LCSBuilders.com
Pat Atkinson	Atkinson Incorporated	910-480-1547	atkinson185@embargo.com
Earl Atkinson	"	"	"
Lloyd Bullard	Guerrero Builders	910-875-1109	lbullard@GuerreroBuilders.com
Dave Saxon	"	"	DSAXON@GuerreroBuilders.com
Owain McLoon	Adira Corp	757-673-0808	
Chip Cantain	HICAPS	376-665-1234	chip@hicaps.com
Frank Freeman	RPA Design	704-887-3500	frank.freeman@rpadesign.net
John Tierney	Seawolf Construction	813-447-9395	john.t@seawolfconstruction.com
Jeremy Stansell	Davko Services	706-453-1849	jeremy@davkoservices.com
David Sicrope	CTA Builders	845-325-0692	david@cta.builders.com
LOUIS F. BATSON III	batson associates, inc	864-233-2232	LPB3@batinc.com
DAVID NARDI	WILEY WILSON	434-455-3239	DNARDI@WILEYWILSON.COM
Jeff Plemmons	RK&M Engineers	828-456-9851	jplemmons@rk&m-engineers.com

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Tom Bennett 704-791-0027 ~~BRUNNEN/IS~~ ~~CLAY~~
Wear-Mark (704) 754-3455 Seven Hills Const.
BILL GARDNER @G.MAIL.COM

AGENDA
PRE-BID CONFERENCE
Building 6 Educational Resource Center
W.G. Hefner VAMC, Salisbury, NC
SOLICITATION: VA246-12-R-0085
PROJECT NO. 659-12-201
April 5, 2012

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

- A. Contract Specialist general remarks
- B. Facility Management Service's general remarks
- C. Questions/discussion from the attendees
- D. Walk-through of Construction Area

II. Names of Key Individuals for This Procurement

A. The Contract Specialist is:

Heather Hampton, Contract Specialist
VISN 6 CAS (90C)
VA Medical Center
1601 Brenner Avenue
Salisbury NC, 28411
(704)638-9000 ext.5000
Heather.Hampton@va.gov

B. The Contracting Officer's Representative (COR):

Benjamin Fine, COR
Facility Management Service
VA Medical Center
1601 Brenner Avenue
704-638-9000 Ext. 4290

III. Milestone Dates for This Procurement:

- A. Date of Issue: March 23, 2012
- B. Pre-bid Conference: April 5, 2012
- C. **Cutoff for Questions – Monday, April 16, 2012 at 2:30 PM (local time)**
- D. Proposal Due Date: Monday, April 23, 2012 at 2:30 PM (local time)

NOTE: This is a Request for Proposal (RFP). Therefore, there will be no public bid opening.

IV. Procedure for Requesting Clarifications/Information:

A. Any and all questions must be e-mailed to the contracting officer at Heather.Hampton@va.gov. Cut-off for questions is **Monday, April 16, 2012, 2:30 PM (local time)**. Questions received after that date/time may not be entertained by the government and a response provided. Potential offerors are not permitted to contact Engineering staff directly.

B. The Senior Contracting Officer, via an amendment, will answer any and all technical questions. Any and all amendments will be posted at the Federal Business Opportunities System (FBO) website at www.fbo.gov. Offerors are responsible for obtaining any amendments from the website.

C. An amendment may also be used to communicate other information (for example, revised clauses, new proposal due date). Offerors are encouraged to check the FBO System routinely to determine if amendments have been issued.

D. Offerors must acknowledge ALL amendments issued by the VA. Acknowledgement instructions will be contained in the amendment.

V. Submission of Proposals

A. What is to be submitted:

1. Signed SF 1442 (original and two copies)
2. Technical Proposal in accordance with page 10 of the RFP, section 'TECHNICAL PROPOSAL REQUIREMENTS'.
3. Cost Proposal for each stated proposal item. Please use Attachment 3 – PROPOSAL ITEMS PRICING for submission of cost proposal.
4. Completed Representations & Certifications
5. Bid Bond (20% of the proposed price for Proposal Item I (Base Proposal))
 - a. Offerors are encouraged to review 'Information Regarding Bidding Material, Bid Guarantee and Bonds' on page 6 of the RFP for information concerning submission of a bid bond.
6. Safety (OSHA) and Environmental (EPA) Violation information in accordance with page 9 of the RFP, section 'OSHA and EPA VIOLATIONS'.

B. For Selection Procedures and Selection Criteria and Weightings please refer to page 9 of the RFP, 'PROPOSAL REQUIREMENTS AND EVALUATION CRITERIA'.

VI. General Comments

- a. Offeror is to affix a price to each Proposal Item on the Proposal Items Pricing Sheet. Failure to do so could render the offeror as nonresponsive.
- b. Offerors must submit two proposals in response to this RFP; a Technical Proposal and a Cost Proposal. Offerors shall submit one (1) original and two (2) copies of each proposal.
- c. Ensure DUNS number is entered into Block 14 of the SF 1442. If the offeror does not have a DUNS number, one must be requested by Dun and Bradstreet at www.dnb.com.

- d. Offeror must complete their annual representations and certifications at the ORCA website; <https://orca.bpn.gov>. Award cannot be made unless the awardee has completed this certification.
- e. This requirement has been set-aside for Service-Disabled Veteran-Owned Small Businesses (SDVOSB). In order to be eligible to participate, the offeror must be registered and certified as an SDVOSB firm in the Center for Veteran Enterprise database (VetBiz) which can be found at www.vetbiz.gov.
- f. The Government intends to make award without discussions. Offerors are encouraged to submit their best pricing and best technical proposals.
- g. It is the Government's intent to award a contract to a construction firm with in-house design capabilities or with a professional architect/engineer firm as a subcontractor/consultant.
- h. Additional Visits to the Construction Area: There are no future scheduled walk-throughs.

VII. Prior to Award:

- A. Contractor must submit their VETS 100 reporting information annually. The report must be current in order for award to be made. (See page 8 of the RFP, section 'VETS 100')
- B. Contractor must be registered in the Central Contract Registration database (CCR). No award can be made unless the contractor is registered. (See page 8 of the RFP, section 'CENTRAL CONTRACTOR REGISTRATION')

VIII. After Award

- A. Contractor shall submit a payment bond and performance bond, each 100% of the award amount, within fifteen calendar days of award.
- B. Contractor shall submit documentation of completion of OSHA certified construction safety course by employees (both prime contractor and subcontractor) who will work on the job site. No employee will be allowed on the job site without receipt and approval of these training certificates.
- C. Contractor shall submit documentation of "competent person's" completion of the 30-hour OSHA certified construction safety course.
- D. Contractor shall submit original Certificate of Liability Insurance prior to any work commencing.

IX. Reminder:

This procurement is 100% set-aside for Service-Disabled, Veteran-Owned Small Business (SDVOSB). Bidders are referred to VAAR Clause 852.219-10. Special attention should be paid to paragraph (c)(3).

“(3) General construction, at least 15 percent of the cost of the contract performance incurred for personnel will be spent on the concern’s employees or the employees of other eligible service-disabled veteran-owned small business concerns;”