

**Exterior Revitalization
Pre-Proposal Conference & Site Meeting Minutes
January 25, 2017**

Introduction:

Contracting Officer: Stephen A. Clabough
Project Manager/COR: Bryan D. Wilson

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

All questions and answers shall be directed at and recorded by CO.
COR will address questions concerning scope of the project.
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 \$2,000,000.00 and \$5,000,000.00.
- Type of Set Aside: Service Disabled Veteran Owned Small Businesses
- Bid Guarantee - Shall be 100 percent of the bid price but shall not exceed \$3 million. Amendment to follow.
- SAM registration required (including Reps & Certs).
- VetBiz – Certified at the time of proposal and contract award.
- Buy American Act – Construction materials
- Vets 4212 Registration
- Government Furnished Property: N/A
- Davis Bacon: YES, General Decision Number: TN170101_ 1-6-2017_ TN101. Construction Type: Building.
- Brand Name Items: There are no known brand name only items for this requirement at this time. However, if brand name items are

referenced, they are to be interpreted as brand name or equal items only.

- Price Breakdown – If not provided, proposal will not be evaluated if it is the lowest price. Template will be provided in an amendment to the solicitation.
- Liquidated Damages - Are applicable to this requirement.
- Period of Performance:
 - Base Proposal: 240 calendar days from issuance of the NTP.
 - Alternate Deduct 1: 235 calendar days from issuance of the NTP.
 - Alternate Deduct 2: 235 calendar days from issuance of the NTP.
 - Alternate Deduct 3: 235 calendar days from issuance of the NTP.
 - Alternate Deduct 4: 235 calendar days from issuance of the NTP.
 - Alternate Deduct 5: 235 calendar days from issuance of the NTP.
- GANTT Chart – Required prior to issuance of the NTP.

Brief overview of project scope was provided by COR.

SIGN-IN SHEET ATTACHED.

Questions are due by February 3rd, 2017 at 2:00 PM (CT).

Proposals are due by February 16th, 2017 at 2:00 PM (CT).