

SITE VISIT MEETING AGENDA

Project: Building 2 Dormer Repair

Project No.: 502-16-201 **Date:** 02/02/2017 **Time:** 1:00 PM local time

Location: Alexandria VA Health Center, Bldg 5 – 1st Floor Conference Room ; 113
Shreveport Highway 71N, Pineville LA 71360

Pass around sign in sheet.

Announce the name, location and general scope of the project to all attendees and state purpose of meeting.

Contractor shall provide all materials, equipment, labor, supervision and expertise necessary to renovations and repairs to Eighteen (18) existing Clay Tile roof dormers located on roof of Building 2. at the Alexandria Veterans Affairs Health Care System (VAHCS), Alexandria, Louisiana,. Contractor shall completely prepare site for building operations, including demolition and removal of existing structures, and furnish labor and materials and perform work as required by drawings and specifications.

Field Site Review

Purpose of site review is to give you the opportunity to see/inspect the site where work will take place.

- Please be aware that whatever is said during the meeting is meant to be helpful but does not and cannot change the Solicitation Documents. Bidders must rely on published Addenda for official answers to questions that are not currently covered by Solicitation Documents.
- Feel free to take pictures of the site or outside of structure as required to perform the work; veterans, patients, employees and visitors may not be photographed.
- This Conference is not a Question and Answer session. It is meant as a presentation of the project. Questions should be submitted in written form.
- Questions will not be answered. Please write them down and email them To myself gina.roach@va.gov. Any questions must be submitted as outlined in page 12 of the solicitation, paragraph QUESTIONS
- The deadline to submit questions is 14 calendars prior to the date for receipt of proposals shown in Block 13A of the Sf-1442 or as amended. (as of today it is February 14th)
- Questions will not be answered directly to the contractor. All questions and responses will be posted to the Vendor Portal by an amendment so all prospective bidders can see them.
- Any questions submitted after the cut-off dated will not be answered.

Introduce all parties present who are involved in the Project.

Contracting Officer
Engineer/COR

Gina Roach
Kenneth Dillard

Contracting Officer Presentation

Solicitation Information – VA256-17-R-0155 Announce that, at present, proposals will be taken on

Tuesday, February 27, 2017 at 2:00 PM local time

- Proposals must be submitted to:
Department of Veterans Affairs
VA Alexandria VHCS (NCO16)
Attn: Gina Roach, 90C
Contracting Department
- The magnitude of construction is between \$100,000.00 and \$250,000.00 as prescribed in VAAR Part 836.204.
- Proposal Evaluation criteria

Award of a contract shall be based on best value to the Government using “Lowest Price Technically Acceptable” process with all non-priced factors, when combined, being most important factors and price slightly less important than Factor I). An offeror must be determined to be technically acceptable and pricing determined to be reasonable based on fair market value for project cost.. This is a firm-fixed price award. It is the Offeror’s responsibility to ensure the submitted cost proposal includes all costs for total project requirements and completion in accordance with the specifications and drawings herein IAW FAR 15.305 and is determined to be responsible IAW FAR 9.104.

The Government intends to evaluate proposals and award a task order without discussions. Communication between the Government and offerors will be limited to exchanges for clarification as described in FAR 15.306(a). The Government reserves the right to enter into discussions if necessary.

- For that reason, carefully follow “Instructions, Conditions, and Notices to Offerors” in the solicitation **Standard Form 1442 (Solicitation, Offer and Award– Construction, Alteration, or Repair)** shall be used for submitting cost offers (i.e ALL amendments must be acknowledged, proposal signed)
- This is a total Service Disabled Veteran-Owned Small Business 100% Set-Aside Competitive Procurement pursuant to Public Law 109-461 (38 USC 8127).

The SDVOSB is required to perform a minimum of 15% of the construction work on the project with its own labor force or the labor force of other SDVOSB subcontractors. The SDVOSB must be small under the relevant NAICS code.

All offerors must be listed as “verified” in the VIP database, available in VETBIZ at <http://www.vip.vetbiz.gov> and VETS-100, must also be registered in System for Award Management SAM data base under NAICS 236220 along with complete online Reps and Certs <https://www.sam.gov> in order to submit offers and be eligible for award.

Engineering presentation

- The General contractor’s supervisor is required to have 30 hours of OSHA training prior to working on projects at the VAMC. All contractors’ employees are required to have 10 hours of OSHA training.
- Contractor layout area will be shown to the winning bidder at the pre performance conference.
- Utilities to be furnished during construction.
- Toilets not provided. Portable toilets/wash stations will be required to be provided by the winning bidder.
- All contractors and subcontractor’s employees shall wear badges issued by the VA at all times during performance of this project.
- The Infectious Control Risk Assessment was reviewed

SiteVisit

- Contractors present had access to the area identified in the scope of the project.