

**Pre-Proposal Conference and Site Visit Notes and Agenda**

**Solicitation Number: VA260-12-B-0365**

**Project 668-309**

**General Construction Services, Construct Endoscopy and Central Processing Addition  
VAMC, Spokane, WA**

**Topics:**

- Welcome and Thank You for coming!
- Introductions:
  - Contracting Officer – Charlene Duncan
  - Project Manager – Dean Fowler
  - Architect and Engineer Firm – NAC Architecture
- RFP was officially issued on April 25, 2012, as indicated by the posting at FedBizOpps ([www.fbo.gov](http://www.fbo.gov)).
  - Amd 01 – clarify bid opening information - pending - issued 05-07-2012
- **Proposal Inquiries:**
  - Questions and answers discussed at the job walk are not binding. All inquiries will be answered by amendment.
  - All questions or inquiries shall be submitted in writing no later than May 25, 2012, to allow time for the government to respond. **Questions shall be submitted via email to the Contracting Officer at [charlene.duncan@va.gov](mailto:charlene.duncan@va.gov).**
- Contracting Officer contact information:
  - Charlene Duncan
  - [charlene.duncan@va.gov](mailto:charlene.duncan@va.gov)
  - 509-524-1421
- Solicitation is 100% set aside for Service-Disabled Veteran-Owned Small Business firms.
- In accordance with VAAR 836.204, the Construction Magnitude for this project is between \$5,000,000 and \$10,000,000.
- Security. A bid bond is required with the proposal. Performance and payment bonds are required after award only from the successful offeror.
- **Bid Due Date and Time:** Bids are due no later than 2:00 pm on June 11, 2012. See SF1442, Block 13. There will be a public bid opening. Extension of bid opening is unlikely.
- **Bid Opening Location:** There will be a public bid opening held at the VAMC, Walla Walla, WA, Building 75 Room 111 (Rose Garden Room).

- **Bid Submission Instructions:** Bids must be submitted IAW IFB Instructions, Conditions and Other Statements to Bidders/Offerors to the Contracting Officer at the address shown in Block 7 of the SF1442. **PLEASE NOTE:** Bids are submitted to the Contracting Officer located in Walla Walla, Washington. Bids submitted to other than the identified contracting officer may be determined to be late and may not be considered for award.

Bids must be submitted in hardcopy format in a sealed envelope, which is identified IAW FAR 52.214-5.

Bids submitted telegraphically, by fax, by email or any other electronic means will not be accepted.

Hand delivery of bids – prior to date and time in the solicitation:

VAMC, Walla Walla, WA, Building 75 Garden Room (Rm 111) – I will arrive in the Garden Room between 1:30 and 1:45 pm on the day of bid opening

Mail delivery of bids (FAR 52.214-7):

VHA Network Contracting Office 20  
Charlene Duncan, Contracting Officer  
Jonathan M. Wainwright Memorial VAMC  
77 Wainwright Drive  
Walla Walla, WA 99362

The start time of bid opening will be determined by the time on the Contracting Officer's cell phone (service provider is Verizon).

- Brand Name or Equal Requirements (FAR 52.211-6 and VAAR 852.211-73 Brand Name or Equal)
  - 1.2 Brand Name or Equal Items – Record of Compliance
  - 2.1 Information Regarding Solicitation Procedures (K. Brand Name or Equal Requirements)
  - 4.1 Statement of Salient Characteristics
- Sole Source Items?
  - 2.1 Information Regarding Solicitation Procedures (J. Brand Name Only Requirements)
  - FAR 52.251-1 Government Supply Sources
  - VAAR 852.236-90 Restriction on Submission and Use of Equal Products
  - Attachment 4 – Justifications for Other than Full and Open Competition
  - Attachment 5 – Authorization to Use FSS Schedules
- Basis of Award: Low Price (FAR Part 14).
- **QUESTIONS?**
- Project Overview and Job Walk: Dean Fowler, COR