



DEPARTMENT OF VETERANS AFFAIRS

Sept 7, 2017

To: ALL PROSPECTIVE OFFERORS

Subject: Site Visit/Pre-Quote Conference, RFQ # VA101V-17-Q-0406, Replace damaged sidewalks, remove and replace a loading dock and crack seal pavement, Fort Harrison, MT Veteran Benefits Administration

1. A Site Visit/Pre-Quote Conference was conducted on Sept 7, 2017 at 10:00 AM (Local Time). Those in attendance are identified on Attachment 1, Attendance Record.
2. The following was covered during the Pre-Quote Conference portion:
 - a. Mr. Matt St Thomas, opened the meeting by introducing himself and discussed the following:
 - Agenda: (1) Highlight some of the Solicitation requirements. (2) Karla Lowry and Roy Steiner, Contracting Officer Representative will provide a general overview of the project scope and (3) proceed to the project site.
 - b. Mr. St Thomas, continued the Pre-Quote Conference portion by highlighting some of the Solicitation requirements as follows:
 - Respectfully request no video or audio taping of this Site Visit/Pre-Quote Conference. Still photography can be taken, just be careful that no patient and/or staff members are in your view.
 - All quotes and questions must be submitted through via e-mail to Mathew.Stthomas@va.gov. Due date for quotes is currently Sep 21, 2017, **4:00 PM (EST)**. Please pay particular attention to pages 7 thru 12 of the RFQ for quotation submission and evaluation instructions. Quotes are to include: SF 1442 (Solicitation, Offer and Award), Schedule (quote on page 5), Self-Performance Calculations (page 10), and evaluation information.
 - Currently there are no Amendments issued. At least one (1) Amendment will be issued to incorporate today's Site Visit/Pre-Quote Conference minutes and provide a revised drawing. When Amendments are issued, ensure you acknowledge them by either completing block 19 of the SF 1442 or completing blocks 15a, b, & c of the SF 30 (Amendment of Solicitation/Modification of Contract).

- Performance Period is 90 calendar days after NTP. The intent is to start and complete this project as soon after award as possible, if weather becomes a factor it will be handled after award.
 - Bid Acceptance Period is 90 Calendar Days.
 - Project Magnitude is between \$25,000 and \$100,000. his project is set-aside for SDVOSB Firms projects. Bidder must be registered in VetBiz and SAM.
 - NAICS code is 237310, with a Small Business size standard of \$36,500,00 (this is based on the last three (3) year average). Therefore, the performance of work by the acceptable SDVOSB bidder must perform 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 SDVOSB concerns.
 - A Performance Bond and Payment Bond may be required.
 - Questions are to be submitted via e-mail to Mathew.stthomas@va.gov. Anything stated during this Site Visit/Pre-Quote Conference is for informational purposes only and is not intended to supplement or change the Solicitation. This is primarily applicable to the Site Visit portion, where it is difficult to document any questions and responses. Bidders are to propose as stated in the Solicitation, unless an Amendment is issued to make changes. **RFIs can be submitted up to Sept 12, 2017, anything submitted after that date may not be answered.**
- c. Mr. St Thomas completed his portion by opening the meeting to any questions on the Solicitation portion (less the Specs and Drawings). There were no questions asked.
- d. There being no questions concerning the Solicitation portion, Mr. Steiner described the requirement identified in the Specifications and Drawings. The following items were pointed out and are incorporated into the resulting contract.
1. A staging area will be provided to the contractor (see revised drawing)
 2. Watch for irrigation lines, contact the COR for irrigation line identification prior to starting work
 3. All concrete demo work **MUST** be done off hours (nights or weekends)
 4. Contractor is required to photograph all areas prior to start of onsite work and supply copies to VBA or VHA. (This is to show existing damage to site.)
 5. Coordinate all work and access control with VBA staff. (Karla Lowry or Sam Jones)
 6. Submittals are required for:
 - i. Concrete mix design
 - ii. Concrete curing/sealer compound, Brand: (ChemMasters Silencure or approved equal).
 - iii. Cast in place ADA dome - 1 unit, 24"x48" truncated domes, Color: Federal Yellow. Brand: ADA Solutions, Inc or approved equal (Macon Supply Helena in stock).

- iv. Crack Sealer, Asphalt Seal Coating Product and Stripping Paint.
 - v. Construction schedule – bar chart schedule , showing start, stop dates, and time periods by area and task for demolition work, concrete placement, parking lot sealing/stripping and site clean-up.
 - vi. Waste concrete control plan (all concrete truck washout to be dumped in plastic swimming pool or visqueen lined pit.)
7. Revised construction drawings, quantities and map showing additional sidewalk sections, deleted sections of concrete, ADA dome installation location and contractor staging area are attached to this amendment.

3. The Site Visit/Pre-Bid Conference was adjourned at 10:30 AM. Contractors were reminded again that all questions need to be submitted via e-mail to the contracting officer (see para 2(b) above). Any questions asked or answered during the site visit will not be honored unless submitted and answered in an amendment.

5. Should you have any questions concerning this matter, please call at Mathew St Thomas at (520) 629-4744.

Sincerely,



Mathew St Thomas
Contract Specialist/Contracting Officer
Veterans Benefits Administration
Continental District
Phone: (520) 629-4744
E-Mail: Mathew.stthomas@va.gov

Attachments

- 1. Attendance Record, 1 page

VBA Construction

Name	Company	e-mail
Ken Frost	Helena Sand & Gravel, Inc.	Kfrost@oldcastlematerials.com
DAVE GIFFORD	EAGLE CONTRACTING	eaglecontractm1@gmail
ERIC BOOMER	GCH CONSTRUCTION	eboomer@gchconstruction.com
Rob Leland	Mackel Precast & Excavating	rob@mackelprecast.com
Karla Lowry	VBA	Karla.Lowry@va.gov
Roy Steiner	VHA FMS/Engineering	Roy.Steiner@VA.gov
ERIK GORMAN	VHA FMS/ENGINEERING	ERIK.GORMAN@VA.GOV
Sam Jones	Rowe Contracting	sjones@roweent.com
Donnie Foster	Zieson Const.	donnie.foster@zieson.com