

DATE: 06/14/2012

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AGENDA FOR SITE VISIT/PRE-BID CONFERENCE
June 14, 2012
Renovate Halls/Walls Syracuse VAMC – Project 528A7-12-733

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

1. Contracting Officer's general remarks
2. Questions/discussion from the Attendees

II. Names of Key Individuals for this Acquisition:

1. Contracting Officer: Cheryl Brimmer
2. COR: Travis Hayes

III. Milestone Dates for this Acquisition:

1. Date issued: June 06, 2012
2. Pre-bid Conference: June 14, 2012 @ 10am
3. Bid Closing: July 09, 2012 @ 2pm at the Syracuse VAMC

IV. General Comments/Instructions to Offeror:

A. The Invitation for Bid (IFB) package consists of:

1. Description of Work, Specifications, and Drawings
2. Instructions to Offerors
3. Contract Clauses
4. Certifications/Representations

B. When submitting the bid:

1. Offeror must complete and submit one (1) set of the SF1442 at time of Bid submission.
2. Offeror shall also submit a Bid Bond along with the bid.
3. Offeror shall complete all blanks in the Certifications/ Representations, or provide record of ORCA Certification.

C. Procedure for requesting information/clarifications:

1. Any and all questions must be sent to the Contracting Officer cheryl.brimmer@va.gov
2. Any and all technical questions must be in writing/e-mailed to the Contracting Officer and the VA Engineering representative at the same time. e-mail: cheryl.brimmer@va.gov and travis.hayes@va.gov
3. Any and all technical questions will be answered by the Contracting Officer, in writing, via amendment to the solicitation. Amendments will be posted at: www.fbo.gov
4. An amendment may also be used to communicate other information (i.e., updated wage decisions, revised clauses, extended bid closing date, etc.).
5. Offeror must acknowledge receipt of all amendments issued by the Contracting Officer. Amendments will be posted at: www.fbo.gov
6. Offeror is responsible for bringing any blatant ambiguities in the documents to the Contracting Officer's attention.
7. Offeror, and Offeror's subcontractors are not permitted to contact Engineering Service for information regarding this project. To do so will be to your detriment as any answers you receive will not be applicable in a dispute with the Contracting Officer.

D. Additional Site Visits:

1. This is the only scheduled site visit. No further site visits will be conducted.
2. No one will be permitted to walk through the site without an escort from Engineering Service.

FBO states → 6 July