

**PRE-BID SITE VISIT AGENDA**  
**Tuesday, December 19, 2017 at 10:00 (local time) Indianapolis, IN**  
**Request for Proposal VA250-17-R-0594**  
**Expand Specialty Care, Project 583-331**

1. Attendees to fill out the sign-in sheet. Introductions of VA personnel present.
2. Contracting Officer (CO) will review the following:
  - The Solicitation, plans, specifications have been issued via FBO. All amendments shall be acknowledged with RFP submission.
  - The magnitude of project 583-331 is between \$5,000,000 and \$10,000,000. The completion time for the project is 866 calendar days from receipt of the Notice to Proceed.
  - NAICS code 236220 applies. At least 25 percent of the cost of the contract performance incurred for personnel will be spent on the SDVOSB concern's employees or the employees of other eligible service-disabled veteran-owned small business concerns.
  - Offers are advised that **all questions must be submitted in writing utilizing the RFI form included as an attachment to the Solicitation** to the Contract Specialist, email: **Felecia.Beamen@va.gov**. Only those questions that are clearly identified in the solicitation package will be answered at this meeting. Any information provided by the VA during the pre-offer meeting and site visit in response to questions and clarifications is **unofficial** until it has been approved and provided in writing by the Contracting Officer. RFI cut off date is January 17, 2018 at 4:00pm EST. RFI's will be answered via an Amendment issued via the Vendor Portal on **January 29, 2017 by close of business local time**.
  - FAR clause 52.229-3 applies. The contract price shall include all applicable Federal, State, and local taxes and duties. The VA's tax exempt number will not be provided for contractor use.
  - See the solicitation regarding bonding information.
  - Proposals are due **Thursday, February 15, 2018 at 3:00 PM EST**. All proposals must be received by the Contracting Office no later than that time. Be sure to follow the proposal submission instructions in the solicitation.
  - Safety measures are always a part of Government contracts. Be sure to be familiar with not only all federal safety requirements but also safety requirements to this particular facility. 10 hour OSHA training certificates for all onsite employees and 30 hour training certificates for superintendents (or evidence of equivalent training) will need to be provided to COR prior to commencement of work. The job superintendent/OSHA certified competent person shall be on site at all times when work is being done.
  - The Davis-Bacon Act is applicable to the resulting contract, a wage determination is included as an attachment to the Solicitation and may be updated by Amendment.
  - The Buy American Act applies to the resulting contract. Reference FAR 52.225-9 and -10 and VAAR 852.236-89.
  - The purpose of the site visit is for Offers to ascertain the nature and locations of the work and the conditions affecting the work or its cost.

3. COR will discuss the following as needed:
  - Scope of work on the project
  - Reference drawings
  - VA specifications
  - Parking/Storage during construction
4. Site visit to follow, sign-in sheet is attached.
5. Questions from attendees:

1	Additional sit visits: 2 more site visits has been added for January 3, 2018 and January 4, 2018 from 10am-12pm.
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*The above items were stated to the attendees of the site visit.*

Signed by Contract Specialist Felecia A. Beamen

Printed Name \_\_\_\_\_

Attachment (1)

cc: Solicitation File  
COR