

## **GENERAL PROPOSAL INFORMATION – DESIGN BUILD**

- 1. Work Effort:** This project is a Design Build Effort: The contractor shall develop project design documentation including drawings, specifications, design analysis, etc. Upon completion of design, and upon acceptance by the Government, construction execution shall commence and be completed in accordance with contract requirements.
- 2. Question/Answer:** Questions shall be emailed to [Rachel.Reed@va.gov](mailto:Rachel.Reed@va.gov) until 1:00PM May 25, 2018. When submitting, questions include “36C24818R0461, Replace Remaining Windows, Bldgs. 1 and 7, Miami VAMC” in the subject line.  
**\*\* Additional RFI period will be allowed for any questions received until 10:00am June 14, 2018 by emailing to [Rachel.Reed@va.gov](mailto:Rachel.Reed@va.gov). Please include “36C24818R0461, Replace Remaining Windows, Bldgs. 1 and 7, Miami VAMC – Additional Questions” in subject line.**
- 3. Site Visit:** Contractors are to register for the site visit in advance by email me @ [Rachel.Reed@va.gov](mailto:Rachel.Reed@va.gov) Subject: “**36C24818R0461, Replace Remaining Windows, Bldgs. 1 and 7, Miami VAMC-Site Visit**” with the number of attendees. (See Site Visit Date/Time in solicitation).
- 4. Offer Guarantee (Bid Bond):** (An offer guarantee is required for offers requested to participate in **Phase II only**). NOTE: A scanned copy of the original is acceptable with the original sent by mail.
- 5. Proposal Requirements:** The size of your file shall not exceed 5 Meg. If you have multiple documents, please submit as separate emails. Subject Line of the Proposal e-mail should include the following subject line: “Phase I (etc.,) – Technical Proposal (etc.,) - 36C24818R0461 – Your Company Name - TAB “X”, Email “X” of “X (if multiple emails are required to meet the file limitation identified). All material shall be in typeface Time New Roman (**10 font size**), 1.5-line spacing on 8½” x 11” white paper with one (1) inch margins all around. Tables and illustration may use a reduced font style, but not less than **8 points**, and may be single-spaced. **Each page must identify the submitting offeror in the header or footer and page number.** Proposals received after that time will not be considered. Proposals are due as follows:
  - a. PHASE I Proposal:** Due Date: Request for Proposals (RFP) offers for furnishing services identified within the schedule shall be submitted electronically to the Contracting officer (CO) at [rachel.reed@va.gov](mailto:rachel.reed@va.gov) not later than **Jun 22, 2018, 2:00 PM EST**
  - b. PHASE II Proposal:** Due date will be announced by email to those Offerors invited to participate.

**WAGE DETERMINATION (WD):** For use during PHASE II only.