



DEPARTMENT OF VETERANS AFFAIRS
Network Contracting Office (NCO) 22G

SITE WALK SIGN-IN-SHEET

Project:	BLDG 1 HVAC Conversion from Pneumatic controls to Direct Digital Controls VA-18-908260 36C25818B0333	Meeting Date and Time:	27 July 2018 9:00 a.m.
Facilitator:	Vannell Berrien (telecon) Julio Bernabe (in person)	Location:	Long Beach VAMC

MEETING NOTES: The meeting purpose is to achieve a clear understanding of all contract requirements.

- The **Contracting Officer is the only person authorized** to bind the U.S. Government, and then only to the extent of the authority invested in him/her by their appointment.
- This is NOT a Question and Answer Session.
- All Requests for Information shall be formally submitted in writing to vannell.berrien@va.gov no later than **2:00 p.m. (local time) 3 August 2018** (listed in block 10 of solicitation).
- This Meeting Sign-In Sheet, Requests for Information, and Answers will be published as an Amendment to the Solicitation. Anticipated date for publishing amendment is: **10 August 2018.**
- *****Additionally, please be advised, IAW FAR Part 5.003, the official Government Point of Entry (GPE) for solicitations and attachments is <https://www.fbo.gov>.**

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ONLY THE CONTRACTING OFFICER HAS AUTHORITY TO ACT IN ANY MANNER ON BEHALF OF THE U.S. GOVERNMENT ON THE PERFORMANCE OF THIS CONTRACT.