

SITE VISIT MEETING AGENDA

Project: Medical Vacuum System and Medical Gas Panel at the CLC Building #45 and #7
Project No.: 502-18-203 **Date:** 07//20/2018 **Time:** 1:00 PM local time
Location: Alexandria VA Health Center, Bldg 5 – 1st Floor Conference Room; 113
Shreveport Highway 71N, Pineville LA 71360

Pass around sign in sheet.

Announce the name, location and general scope of the project to all attendees and state purpose of meeting.

Contractor shall provide all materials, labor, equipment and supervision to replace the Medical Vacuum System and Medical Gas Panel at the CLC Building #45 and #7 at the Alexandria VA Health Care System, Pineville, LA. Recommended skill trades for this project includes, but is not limited to certified medical gas commercial plumbers, pipe fitters, general laborers, equipment operators, and Medical gas pipeline inspector per Louisiana State Code. All work shall be in accordance the following Statement of Work, specifications and drawings.

Field Site Review

Purpose of site review is to give you the opportunity to see/inspect the site where work will take place.

- Please be aware that whatever is said during the meeting is meant to be helpful but does not and cannot change the Solicitation Documents. Bidders must rely on published Addenda for official answers to questions that are not currently covered by Solicitation Documents.
- Feel free to take pictures of the site or outside of structure as required to perform the work; veterans, patients, employees and visitors may not be photographed.
- This Conference is not a Question and Answer session. It is meant as a presentation of the project. Questions should be submitted in written form.
- Questions will not be answered. Please write them down and email them to myself gina.roach@va.gov. Any questions must be submitted as outlined in page 25 of the solicitation, paragraph Request for Information (RFIs).
- The deadline to submit questions is 10 calendars prior to the date for receipt of proposals shown in Block 13A of the Sf-1442 or as amended. (as of today it is August 31th).
- Questions will not be answered directly to the contractor. All questions and responses will be posted to FBO by an amendment so all prospective bidders can see them.
- Any questions submitted after the cut-off dated will not be answered.

Introduce all parties present who are involved in the Project.

Contracting Officer
Engineer/COR

Gina Roach
Ken Dillard

Contracting Officer Presentation

Solicitation Information – 36C25618B0677 Announce that, at present, bids will be taken on Thursday, September 10, 2018 at 1:00 PM local time

- Bids must be submitted to:
Department of Veterans Affairs
VA Alexandria VHCS (NCO16)
Attn: Gina Roach, 90C, Contracting Department
2495 Shreveport Hwy, 71N
Pineville, LA 71360
- The magnitude of construction is between \$100,000.00 and \$250,000.00 as prescribed in VAAR Part 836.204.
- Bid Evaluation criteria

The low bidder shall be the bidder that – complies with all aspects of the solicitation and is otherwise eligible for award; i.e. submitted a responsive bid IAW FAR 14.301 and is determined to be responsible IAW FAR 9.104

- For that reason, carefully follow “Instructions, Conditions, and Notices to Offerors” in the solicitation **Standard Form 1442 (Solicitation, Offer and Award– Construction, Alteration, or Repair)** shall be used for submitting cost offers (i.e ALL amendments must be acknowledged, proposal signed)
- Bids must be submitted using OF-17 Offer Label. See VAAR 852.214-70 CAUTION TO BIDDERS-BID ENVELOPES
- Please do not laminate or otherwise bind the offer because it has to be scanned for the contract file.
- Failure to furnish the required bid guarantee in the proper form and amount, by the time set for opening of bids, will require rejection of the bid in all cases except those listed in FAR 28.101-4, and may be cause for rejection even then.
- This is a total Service Disabled Veteran-Owned Small Business 100% Set-Aside Competitive Procurement pursuant to Public Law 109-461 (38 USC 8127).

The SDVOSB is required to perform a minimum of 15% of the construction work on the project with its own labor force or the labor force of other SDVOSB subcontractors. The SDVOSB must be small under the relevant NAICS code.

All offerors must be listed as "verified" in the VIP database, available in VETBIZ at <http://www.vip.vetbiz.gov> and VETS-100, must also be registered in System for Award Management SAM data base under NAICS 236220 along with complete online Reps and Certs <https://www.sam.gov> in order to submit offers and be eligible for award.

Engineering presentation

- The General contractor's supervisor is required to have 30 hours of OSHA training prior to working on projects at the VAMC. All contractors' employees are required to have 10 hours of OSHA training.
- Contractor layout area will be shown to the winning bidder at the pre performance conference.
- Utilities to be furnished during construction.
- Toilets not provided. Portable toilets/wash stations will be required to be provided by the winning bidder.
- All contractors and subcontractor's employees shall wear badges issued by the VA at all times during performance of this project.
- The Infectious Control Risk Assessment was reviewed

Site Visit

- Contractors present had access to the area identified in the scope of the project.