

**PRE-BID SITE VISIT AGENDA**  
**9/13/2018 at 2:00pm (local time) Marion, IN**  
**Invitation for Bid 36C25018B0816**  
**Renovate 4<sup>th</sup> Floor, Bldg., 138, Project 610-17-101**

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 email. All amendments shall be acknowledged with bid submission.
  - The magnitude of project 610-17-101 is between \$5,000,000 and \$10,000,000. The completion time for the project is 420 calendar days from receipt of the Notice to Proceed.
  - NAICS code 236220 applies. This will be set aside for eligible service-disabled veteran-owned small business concern.
  - Offerors 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's will be answered via an Amendment issued via FBO.gov around the close of business September 26, 2018.. **Cutoff date to submit RFI's, September 20, 2018, at 4:00 PM 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 IFB regarding bonding information.
  - This is an Invitation for Bid (IFB), bid opening is **Wednesday, October 3, 2017 at 3:00 PM**, local time Indianapolis, IN. 8888 Keystone Crossing, Suite 1100. All bids must be received by the Contracting Office no later than that time. **Identify your bid with the Project Number, and Project title. Put attention Julie Stout her email Julie.Stout@va.gov.**
  - 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 of the MATOC.
  - The purpose of the site visit is for bidders 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	
2	
3	
4	
5	

*The above items were stated to the attendees of the site visit.*

Signed by Contract Specialist\_\_\_\_\_

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

Attachment (1)

cc: Solicitation File  
COR