

**Great Lakes National Cemetery (ALNC) Gravesite Expansion Phase 2
Pre-Proposal Site Visit**

Wednesday, 09/19/2019

**Great Lakes National Cemetery
4200 Belford Rd, Holly, MI 48442
Admin. Building Conference Room
11:00 am – 1:00 pm ET**

1. Introductions and Comments
 - a. Contracting Officer – Jeff Gerbensky
 - b. Project Manager – David Martino
 - c. Great Lakes National Cemetery Director – Sean Baumgartner
 - d. Great Lakes National Cemetery Assistant Director – Christopher English
 - e. Other Introductions
 - f. All attendees, please sign the sign-in sheet.
 - g. Solicitation is set aside for Service Disabled Veteran Owned Small Businesses (SDVOSB)
2. RFI Process & Key Dates (Jeff)
 - a. NO technical questions will be answered today, please submit all questions in writing
 - b. Use Pre-Proposal Inquiry (PPI) form provided in solicitation
 - c. RFI's Due Friday **October 4, 2019 no later than noon CT**
 - d. Submit RFI's via email to: Jeffrey.gerbensky@va.gov and Cc david.martino@va.gov
 - e. Email subject line shall include "Great Lakes National Cemetery Phase 2 Development RFP #: 36C10F19R0010"
 - f. VA responses to RFI's received by the October 4 deadline will be posted to FBO on or about October 11, 2019.
 - g. Proposals are due **October 18, 2019 at noon CT** to the address provided in the solicitation
3. Project Scope & Overview (David M)
4. Site Walkthrough

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