

AGENDA FOR SITE VISIT/PRE-BID CONFERENCE

August 8, 2013

Buprenorphine Office, Buffalo NY VAMC – Project 528-13-S21/Solicitation: VA528-13-B-0378

I. Introduction: The agenda for this conference is established as follows:

1. Contracting Officer's general remarks

II. Names of Key Individuals for this Acquisition:

1. Contract Specialist: Cheryl Brimmer: cheryl.brimmer@va.gov 607-664-4748
2. COR: Robert Reiter: robert.reiter@va.gov 716-862-6399

III. Milestone Dates for this Acquisition:

1. Date issued: July 22, 2013
2. Pre-bid Conference: August 8, 2013 @ 11:00 am EST
3. RFI Submissions August 15, 2013 by 4:00 pm EST
4. Bid Opening August 22, 2013 @ 2:00 pm EST

IV. General Comments/Instructions to Offeror:

A. The Invitation for Bid (IFB) package consists of:

1. Description of Work, Specifications, and Drawings
2. Instructions to Offerors
3. Solicitation Provisions and Contract Clauses
4. Certifications/Representations

B. When submitting the bid:

1. Offeror must complete and submit one (1) set of the SF1442 at time of Bid submission.
2. Offeror shall submit a Bid Bond along with the bid.
3. Offeror shall submit EMR (Experience Modification Rate) rating with bid.
4. Offeror must be registered in: www.sam.gov; Certifications/ Representations must be completed.
5. SDVOSB/VOSB offerors must be verified in www.vetbiz.gov at time of offer and award.
6. Offerors must be registered as a small business under the applicable NAICS code noted in the solicitation.
7. Offerors should have an account in Dun and Bradstreet and ensure that Supplier Qualifier Report is up to date. Government may request additional financial information.

C. Procedure for requesting information/clarifications:

1. Offeror is responsible for bringing any blatant ambiguities in the documents to the Contracting Specialists' attention. Any and all questions must be in writing and emailed/sent to the Contract Specialist: cheryl.brimmer@va.gov
2. Any and all technical questions will be answered by the Contract Specialist, in writing, via amendment to the solicitation. Amendments will be posted at: www.fbo.gov
3. An amendment may also be used to communicate other information (i.e., updated wage decisions, revised clauses, extended bid closing date, etc.).
4. Offeror must acknowledge receipt of all amendments issued. Offeror and Offeror's subcontractors are not permitted to contact Engineering Service for information regarding this project. To do so will be to your detriment as any answers you receive will not be applicable in a dispute with the Contracting Officer.

D. Additional Site Visits/Questions:

1. This is the only scheduled site visit. No further site visits will be conducted.
2. Remarks from Engineering
3. Questions/discussion from the Attendees

CONFERENCE ATTENDEES

PROJECT NO: 528-13-S21

SOLICITATION/CONTRACT NO. VA528-13-B-0378

PROJECT TITLE: Buprenorphine Office

CONTRACTOR: N/A

DATE: 08/08/2013

NAME	REPRESENTING (NAME OF BUSINESS)	TELEPHONE NUMBER FAX NUMBER	E-MAIL ADDRESS
Cheryl Brimmer	VA Contracting	607-664-4748	cheryl.brimmer@va.gov
MICHAEL STOCKSLADER	R F HILAND & Son	595 244-2077	m.stocke Rfhson.com
CLAYTON POTTER	SLRVIDIAN CONT.	585-831-0232	CLAYTON.A.POTTER@6mail.com
CHRIS JURY	U.S. JURY	716-768-0812	CHRIS@JURYGROUP.COM
CHRIS JURY	USIC	11	Chris.jury@gmail.com
John Hahn	DAVIS Ulmer	716-691-1230	john.hahn@davisulmer.us
COLIN HUNT	AAC	585 314-1818	CHOLTC@AAC-CONTRACTING.COM
ROBERT REITER	VA		