

SIGN-IN SHEET

Date: August 21, 2013

Time: 11:00 AM PST

Subject: Site Visit – PA DL 12KVA Power Installation

Name	Title	Company
1. <u>MARTIN YANG</u>		<u>Anthem</u>
2. <u>Ron Ford</u>		<u>Anthem / T&E</u>
3. <u>Tim Moomba</u>	<u>cm</u>	<u>VANITZ</u>
4. <u>Raul Cruz</u>	<u>electrical Supervisor</u>	<u>VA</u>
5. <u>William HALL</u>	<u>CO</u>	<u>VA</u>
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	Name	Title	Company
1.	KELLY CONWAY		PATRIOT
2.	JACOBO HERRERA		HERRERA CORP
3.	DAN ZWIER		ELBENMAR CONST
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	Name	Title	Company
1.	STEVE THOMAS	Supt	CAL-AMERICAN
2.	George De La Rosa		BUB
3.	LINH UNG		VA
4.	Dennis Rucker	MCO 21 / CO	
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PRE-PROPOSAL CONFERENCE DISCUSSION TOPICS
Solicitation VA-261-13-R-1307 – Project 640-388
Defender's Lodge 12 KV Power Installation
August 21, 2013, 11:00AM
VA Palo Alto Health Care System

DISCUSSION TOPICS

1. Welcome and introductions

- VA Representatives
- A/E Representatives

2. Sign In sheet

- Fill out an individual Sign In sheet, one per contractor
- Sign in sheets will be uploaded early next to the FBO website via amendment

3. Purpose of Conference –

- To provide potential offerors with additional information about the solicitation and projects.
- Perform a site visit of the project area

4. Conference Agenda

- Review portions of the solicitation and offer requirements
- Solicitation and all amendments are posted on the www.fbo.gov website – see Information Sheet
- Review of project scope – VA COR
- Job Site Walk through – will discuss in detail later

5. Questions

- Proposal questions –
- Submit all technical questions in writing – Send all technical questions related to drawings and specifications and solicitation requirements to my email address via an RFI. Responses will be obtained and issued by amendment.
- **Submit on a Word Document. NO PDF's please.**
- Cutoff date for questions is COB **August 29, 2012**
- Attempts will be made to respond to questions after the cutoff date, but due to time constraints responses may not be given out. RFI's shall be emailed to andrea.fair@va.gov

6. Solicitation Review – 1442

- Procurement is Set Aside for VISN 21 MATOC holders only. Proposals from other general contractors will not be accepted.

- All offerors shall be registered in both SAM www.sam.gov. As an SDVOSB assure you are registered and **verified** in VetBiz <http://vip.vetbiz.gov/>. Contractors MUST be VERIFIED in order to receive an award.
- **This project contains 1 bid item. Solicitation says proposals will be emailed to Linda, which is incorrect. Proposals will be sent to me. I will correct this via an amendment.**
- Solicitation is a Task Order Procurement Request (TOPR). Solicitation is on SF 1442.
- Requires one price proposal, to be sent electronically.
- - This solicitation requires a Payment and Performance Bond. Bond forms can be found at www.gsa.gov.
- All specifications and drawings have been uploaded to FBO.
 - ✓ ISSUES with accessing files?
- **Current offer due date is September 12, 2013 at 2:00PM local time unless changed by amendment.**
- Contract completion date for this project is 120 calendar days after issuance of NTP.
- All amendments will be posted to the www.fbo.gov website. This is the official site for solicitation information.

8. Review of projects – VA COR

- Discuss project scope

9. Site Visit

- Taking pictures?

10. Additional Issues

- This solicitation is subject to the Availability of Funds
- This solicitation is FAR 15 Low price only.