

PRE-BID SITE VISIT AGENDA

- Sign In Sheet
- Introduction of CO, COR and A/E Rep
 - Contracting Officer —**Teresa Kohlbeck**
 - Contract Specialist – **Colin Moening**
 - COR—**Todd Dalzell**
 - A/E—**FourFront Design, Inc**
- Announcement of Solicitation Number—**36C26324R0021 PN: 437-22-101 Refurbish Elevators and Replace Controls**
- 100% SDVOSB Set-Aside-- Competition is restricted to SDVOSB's ONLY
 - Issued in accordance with Public Law 109-461, the Veterans Benefits, Healthcare Information and Technology Act of 2006, Sections 502-503
 - At time of solicitation proposal submission and contract award—must be listed as a verified SDVOSB in the SBA database
- Magnitude of Construction-- Between \$2,000,000 and \$5,000,000
- Bonds:
 - Bid Bond can be scanned copy with proposal submission
 - Payment and Performance Bonds are required, can be scanned and emailed to the Contracting Officer
- Period of performance is 546 calendar days after issuance of Notice to Proceed (NTP)
- Wage Rate Requirements (Construction)—provided as an attachment to the solicitation
- Per FAR 52.229-3 all applicable Federal, State and Local taxes shall be included in proposal—we will not be issuing a State of North Dakota sales tax exemption certificate for construction materials for this project
- Explanation of Solicitations/Evaluation
 - Price Only
 - Proposal evaluated by the contracting officer for completeness
 - Proposal includes everything required in solicitation
 - Costs included in proposal must include those to perform all tasks required by the Statement of Work (SOW), Specifications, and Drawings
 - Price must be reasonable compared to historical pricing for similar efforts
 - See solicitation for more details
- Explanation of Questions and Amendment Process -- all questions posed during this process, must be recorded and documented so they can become part of the amendment process
 - **All requests for information, clarifications or questions, must be submitted via Vendor Portal NLT 2:30pm (CT) on January 11, 2024.**
 - No questions will be answered via phone or individually. No questions will be answered officially today; however, any questions generated from today's visit may be submitted as previously mentioned

- All answers will be published via Vendor Portal as an amendment to the solicitation along with a copy of the pre-proposal site visit sign-in sheet
- The Government reserves the right to not answer any RFIs/questions after the stated due date/time and will do so only if considered a significant impact to the project
- **Proposal Due Date: January 25, 2024 by 2:30 PM (CT) must be submitted via Vendor Portal**
 - Proposals shall be submitted IAW the instructions provided within the solicitation including proposal formatting and page numbers for written proposals
- Turn over to COR