

PRE-BID MEETING AND SITE VISIT
MINUTES
WILMINGTON ROOF REPAIR
CONSTRUCTION PROJECT #460-19-2-5074-0613
SOLICITATION #36C24419B0026

APRIL 24, 2019, 9:00 AM
BUILDING 10, CONFERENCE ROOM

1. The solicitation including specifications and drawing was posted to FedBizOps on April 16, 2019. All contractors should have reviewed the entire solicitation before this meeting.
2. Discuss Scope of Work: 30 days to complete this project after Notice to Proceed is issued. The Construction Magnitude is less than \$25,000.00. There are no proposal alternates for this project.
3. This is a construction project that will utilize FAR 13 and will be awarded to the Lowest Price Technically Acceptable. The only award factor for this project will be price along with conformance to the solicitation.
4. This is a 100% set-aside for SDVOSB.
5. The bid opening date is Wednesday, May 1, 2019, 2:00 p.m. (EST) to award as soon as possible after solicitation closes. All bids can be hand carried, sent by e-mail or mailed addressed to the Department of Veteran Affairs, Network Contracting Office 4, Attn: Cheryl A. Roberts, 20 Montchanin Road (Montchanin Corporate Center), Greenville, DE 19807.
6. Please send all questions pertaining to this project to Cheryl A. Roberts, Contracting Specialist (CS), and Joycelyn Grady, Contracting Officer's Representative (COR) by e-mail no later Friday, April 26, 2019. Answers will be posted to FedBizOps via solicitation amendment by Monday, April 29, 2019.
7. All questions during the site visit should be directed to Cheryl A. Roberts (CS) or Joycelyn Grady (COR) and follow-up with an e-mail to the CS and COR. Contact information:
 - a. Cheryl Roberts: cheryl.roberts2@va.gov or (302) 994-2511 x7525
 - b. Joycelyn Grady: joycelyn.grady@va.gov or (302) 994-2511 x4093

8. Any additional site visits must be scheduled and approved through Joycelyn Grady (COR).
9. Questions, Comments or Notes

Cheryl A. Roberts
Contracting Specialist

Atch 1 Sign in Sheet

SIGN-IN SHEET

REPAIR ROOF LEAK
CONSTRUCTION CONTRACT
SOLICITATION #36C24419B0026
PROJECT #460-19-2-5074-0613

Pre-Bid Meeting & Site Visit

April 24, 2019
9:00 AM

Wilmington VA Medical Center
Building 10, Conference Room

NAME	POSITION	ORGANIZATION	PHONE #
Cheryl A. Roberts	Contracting Specialist (CS)	Contracting	302-994-2511 x7525
Joycelyn Grady	Construction Control Prog. (COR)	Engineering	302-994-2511 X4093
Robert Shaker	PRESIDENT	3RD Contracting Corp	609-500-1571
Chris Browning	"	A.S.A.P. Mechanical	610-766-4774
Jason Vaughan	C.M.	VCWS	215-651-9351