



PRE-BID CONFERENCE MINUTES

IFB N40085-15-B-1204

PROJECT TITLE: WO#0803827 DDAG SRM PAVEMENT REPAIRS

**LOCATION: MARINE CORPS LOGISTICS BASE,
ALBANY, GA**

DATE: 04 AUGUST 2015

1. The subject conference was held this date in accordance with the Pre-Bid Conference Agenda, which is attached as a part of these meeting minutes. Also attached is the attendance roster.
2. Welcoming remarks and introductions of the NAVFAC MIDLANT FEAD Albany and MCLB Albany teams were made. Attendees were asked to sign the attendance roster. Attendees were advised that the minutes of the Pre-Bid Conference would be available later to each attendee, as well as a copy of the attendance roster. Attendees were asked to confirm that everyone was able to download the subject solicitation and all attachments from the NECO website. Prospective contractors were informed that nothing said at the conference would change the solicitation or scope of work and that only an official amendment would make changes to the solicitation or scope of work. The contractors were also informed that a Pre-Proposal Inquiry (PPI) Log had been added by Amendment 0001, which was posted to the NECO website on 3 August. It was noted that general questions could be asked during the pre-bid conference, but specific questions shall be addressed in writing to Patricia Morgans via email at patricia.a.morgans@navy.mil utilizing the PPI Log.

The contractors were advised that only one amendment had been issued to date and that in addition to adding the PPI Log, Amendment 0001 also included a revised specification package, which included Specification Sections 01 20 00.00 20 Price and Payment Procedures and 01 30 00 Administrative Requirements.

3. Ms. Jeanne Geisel, Project Manager for Public Works MCLB Albany, presented a project overview as outlined in the IFB and gave a brief synopsis of the scope. The work includes two major areas in the warehouse area. The scope of work repair by replacement of asphalt pavements for tow (2) parking, storage, and staging area lots; as well as, repair of Portland cement concrete pavements by cleaning and filling cracks, sealing joints, fixing spall of designated areas, full depth replacement of designated areas for one (1) storage and staging lot area and four (4) dock ramps.

The proposed contract is a firm fixed-price design-bid-build construction contract with five (5) Contract Line Items (CLINs). The award will be made on the total sum of CLINs 0001-

0005 and for evaluation purposes, the total price of all CLINS will be used to determine the low bidder. Failure to bid on any CLIN will result in rejection of the bid. The contract will be awarded to the lowest responsible bidder. As discussed, in accordance with FAR Part 14.408-2 – Responsible Bidder – Reasonableness of Price, the contracting officer shall determine that prospective contractor is responsible (see FAR Subpart 9.1) and that the prices offered are reasonable before awarding the contract. The contract will include the advertised solicitation and posted amendments.

The contract will include 300 calendar days from date of award to complete work under all five CLINS. There is no formal phasing plan included in the solicitation, but coordination and scheduling will be vital for maintaining access in the affected areas. Discussions included how much of the area would be turned over at a time and the contractors were advised to submit questions using the PPI Log. As stated in the solicitation, liquidated damages are \$2,500.00/day for each day of delay until the work is completed or accepted.

4. Ms. Morgans discussed the Invitation for Bid (IFB) procedures. This solicitation is advertised as full and open competition for all business concerns. Included in the solicitation is FAR 52.219-4 Notice of Price Evaluation Preference for HUBZone Small Business Concerns. There is also a requirement for large businesses, upon request by the Government, to submit a Small Business Subcontracting Plan in accordance with FAR 52.219-9 ALT I and the solicitation. A template for this plan was included in the solicitation package. All prospective contractors were reminded that a current registration in the System for Award Management (SAM) was mandatory and to ensure that all Representations and Certifications were completed, whether on SAM or in the solicitation package. A bid bond is required and shall be submitted with bid and shall be 20 percent of the total bid price or \$3,000,000, whichever is less. Procedures for preparation and submission of bids were discussed as outlined in the solicitation package. It was noted that specific details were included in the solicitation.

Ms. Morgans noted that the Federal Acquisition Regulations (FAR) provisions and clauses included in the solicitation could be located in full text at <http://www.arnet.gov/far>. This website is included in the solicitation.

Various contract clauses were discussed including the Buy American Act (BAA). All material must comply with the applicable BAA as cited in the solicitation. Other contract clauses discussed were the Construction Wage Rate Requirements (Davis-Bacon Act and Related Acts) requiring prime contractors and subcontractors to pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits as outlined in the applicable wage determination that was included in the solicitation. The contractor was urged to make sure that all subcontractors were given the wage determination before submitting their bids and were reminded that the prime contractor is ultimately responsible for all Construction Wage Rate Requirements compliance. The payment clauses were discussed and the contractor informed that Wide Area Workflow (WAWF) would be used for processing payments.

5. John Hilliard, Construction Manager, discussed safety requirements. As noted, safety compliance would be in accordance with EM-385 Army COE Safety Manual as listed in the specifications. The submission of EMR and DART rates by the awardee and subcontractors would be required. A quality control plan was required and detailed in the specifications.

5. Closing remarks by Ms. Morgans included a reminder that bids were due by 2:00 PM ET on 25 August 2015. They were told to be sure to sign and acknowledge all amendments and submit with bid. Also discussed were the proper procedures for labeling and submitting both mailed and hand-carried bids. This information is detailed in the solicitation. Contractors were reminded that it was their responsibility to ensure timely bid submission to the specified location and that failure to gain access to the base to deliver a hand-carried bid is not an excuse for the Government to consider a late bid.

Contractors were advised that this was the only site visit to be held for this project. Contractors were also told that the total size of repairs, as stated in the solicitation, is approximately 588,915 SF, but bidders are responsible for verifying the actual size of repairs based on the drawings provided and the mandatory site visit being held today.

All correspondence and questions for this project should be forwarded to Patricia Morgans by email at patricia.a.morgans@navy.mil, which is listed on the agenda and in the IFB. The contractors were also advised to have all questions submitted by 10 August 2015 in order to permit adequate time to reply to the inquiry.

6. The meeting was adjourned and all attendees proceeded to the work site. Prospective contractors were only allowed to take pictures in the presence of a Government escort.



PRE-BID CONFERENCE AGENDA

SOLICITATION NUMBER: N40085-15-B-1204
PROJECT TITLE: WO#0803827 DDAG SRM PAVEMENT REPAIRS
LOCATION: MARINE CORPS LOGISTICS BASE, ALBANY, GA

DATE: 04 AUGUST 2015

<i>Welcome/Introductions</i>	<i>Contracting Officer</i>
<i>Project Overview</i>	<i>Project Manager</i>
<i>Contractual Background</i>	<i>Contracting Officer</i>
<i>Contract Procedures</i>	<i>Contracting Officer</i>
<i>Safety and Quality Control</i>	<i>FEAD ALBANY</i>
<i>Tour Site</i>	<i>Project Manager</i>
<i>Wrap-Up</i>	<i>Contracting Officer</i>

NOTICE TO CONTRACTORS:

YOUR QUESTIONS ARE ENCOURAGED. QUESTIONS WILL BE ANSWERED, IF POSSIBLE, DURING THE ALLOTTED QUESTION AND ANSWER PERIOD.

MINUTES OF THE CONFERENCE, INCLUDING QUESTIONS AND ANSWERS, WILL BE SENT TO ALL CONTRACTORS ON THE NECO PLANHOLDER'S LIST.

THE SOLICITATION REMAINS UNCHANGED UNLESS AN AMENDMENT IS ISSUED.

Agenda

1. Welcome/Introductions – Contracting Officer

a. Attendance Roster.

Please take a moment to sign the attendance roster. Minutes of the Pre-Bid Conference minutes will be sent to each attendee.

b. NECO Registration.

Be sure to register on the NECO Plan Holders list to receive email notice of all changes. Register at <https://www.neco.navy.mil/>

c. Amendments.

Be advised that unless the solicitation is amended in writing, it remains unchanged. If an amendment is issued, normal procedures relating to the acknowledgement and receipt of solicitation amendments shall apply. To date, there has been one amendment issued on 03 August 2015 to incorporate Specification Sections 01 20 00.00 20 Price and Payment Procedures and 01 30 00 Administrative Requirements. Amendment 0001 also includes a requirement to use a Pre-Proposal Inquiry (PPI) Log for submitting questions.

2. Project Overview – Project Manager

a. Project Description. The scope of work includes repair by replacement of asphalt pavements for tow (2) parking, storage, and staging area lots; as well as, repair of Portland cement concrete pavements by cleaning and filling cracks, sealing joints, fixing spall of designated areas, full depth replacement of designated areas for one (1) storage and staging lot area and four (4) dock ramps.

b. Funding Availability. The estimated cost range is between \$5,000,000 and \$10,000,000. The Government's estimate for this solicitation includes all the work identified in the solicitation and represents the budgeted amount for this project. While budget amounts are occasionally increased, the prospective bidders should not assume if bids exceed the budgeted amount, the funding will increase.

c. Contract Line Item Numbers (CLINS). Award will be made on the total sum of CLINS 0001-0005. For evaluation purposes, the total price of all CLINS will be used to determine the low bidder. Failure to bid on any CLIN will result in rejection of bid.

d. Completion Time/Liquidated Damages. The contract resulting from this solicitation will allow 300 calendar days for completion for all work included under all five (5) CLINs. The completion time for this contract is based on a mission requirement and cannot be changed unless required by a change in contract requirements during construction. Liquidated damages in the amount of

\$2,500.00/day will be assessed for each day of delay until is the work is completed or accepted.

e. Special Issues.

Maintaining Access in Warehouse Area
Drainage Issues

3. Contractual Background – Contracting Officer

a. Clinger-Cohen Act, 1997.

b. The Federal Acquisition Regulations (FAR), <http://www.arnet.gov/far>.

c. The Contract.

- i) Advertised solicitation – <https://www.neco.navy.mil>
- ii) Posted amendments.
- iii) CAUTION – Today’s Q&As are not contractually binding.

4. Contract Procedures – Contracting Officer

- a. SYSTEM FOR AWARD MANAGEMENT (SAM).** The System for Award Management (SAM) is the official U.S. government system that consolidates the capabilities of CCR/FedReg, ORCA and EPLS. There is NO fee to register for SAM. If you used any of the previous systems, you should now go to www.sam.gov to update your information. SAM training tools and quickstart guides are available on both the SAM and Federal Service Desk websites, located at www.sam.gov and www.fsd.gov. DOD requires SAM registration prior to a firm receiving a contract award. See FAR 52.204-7. Contractors should register at the website, if not already registered, to allow enough processing time prior to solicitation closing date.

The registration must be current and updated annually. Failure to do so could result in delayed payment of invoices and disqualification for future awards. If your company is a division under a larger company, be sure that you include your division name and number in the spaces provided. The website will accept multiple addresses.

Please ensure that all representations and certifications are complete, whether in SAM or specifically addressed in the solicitation.

- b. Bid Bond Requirement.** A bid bond shall be submitted with bid and shall be 20 percent of the total bid price or \$3,000,000.00, whichever is less.
- c. Small Business Subcontracting Plan Requirement. FAR 52.219-9 ALT 1.** A sample subcontracting plan is an attachment to this solicitation. If the bidder selected for award is a large business, the selected bidder shall submit a subcontracting pan within five (5) calendar days after notification by the Government. If the selected bidder fails to submit a plan within this time limit, the bidder will be ineligible for award.

- d. Responsibility Determination including review of Past Performance.**
FAR 52.214-19. In accordance with this clause and FAR Part 14.408-2 -- Responsible Bidder -- Reasonableness of Price, the contracting officer shall determine that a prospective contractor is responsible (see FAR Subpart 9.1) and that the prices offered are reasonable before awarding the contract.

- e. FAR 52.219-4 Notice of Price Evaluation Preference** for HUBZone Small Business Concerns is included.

- f. Wide Area Work Flow.** Invoicing and progress payments will be as outlined in Specification Section 01 20 00.00 20 Price and Payment Procedures. This section was inadvertently left out of the original solicitation specification package, but was added by Amendment 0001 issued on 03 August 2015. The solicitation and subsequent contract includes DFARS clause 252.232-7006 Wide Area Workflow Payment Instructions and DFARS clause 252.204-7006 Billing Instructions.

- g. Points of Contact:** Your point of contact for this solicitation is Patricia A. Morgans, (229) 639-5603 or patricia.a.morgans@navy.mil

5. Safety and Quality Control – FEAD ALBANY

6. Tour Site – Project Manager

7. Wrap-up – Contracting Officer

SITE VISIT LOG

SOLICITATION/CONTRACT/TASK ORDER NO. N40085-15-B-1204
 PROJECT TITLE/DESCRIPTION: WO#0803827 DDAG SRM PAVEMENT REPAIRS, MARINE CORPS LOGISTICS BASE, ALBANY, GA
 AREAS TO BE VISITED: DDAG-01221, DDAG-01320, LOT DDAG-265, LOT DDAG-256, DDAG-01221P
 SITE VISIT DATE: 04 AUGUST 2015 TIME: 10:00 AM EST
 PROPOSAL DUE DATE/BID OPENING DATE: 25 AUGUST 2015 TIME: 2:00 PM EST
 ESCORT NAME: JEANNE GEISEL
 ADD'L COMMENTS: (Add any additional requirements particular to the activity(s) visited.)

BADGE NO.	PRINTED NAME (Last, First MI)	COMPANY NAME	AREA CODE/PHONE NO.
	<i>Morgans, Patricia A.</i>	<i>NAVERAC</i>	<i>229-639-5603</i>
	<i>Hilkehd, John E</i>	<i>NAVERAC</i>	<i>229-639-6505</i>
	<i>Michael Ross for</i>	<i>NAVERAC</i>	<i>904-634-8439</i>
	<i>William</i>	<i>NAVERAC</i>	<i>704-382-0000</i>
	<i>Anthony Larry Don R</i>	<i>TAVE Tech Inc.</i>	<i>760-727-9700</i>
	<i>Taibg Batara</i>	<i>Precision Good In</i>	<i>770-451-8142</i>
	<i>Steven Jones</i>	<i>ESS Meko Int</i>	<i>229-846-5985</i>
	<i>Steve Butler</i>	<i>OTBrd Construction</i>	<i>229-883-3832</i>
	<i>Tanner JOEY M</i>	<i>REVES CONSTRUCTION COMPANY</i>	<i>229-883-8011</i>
	<i>Deriso, Doug JD</i>	<i>REVES Construction Company</i>	<i>229-883-8011</i>
	<i>Paulle Justin B</i>	<i>Griffin-Filson Construction</i>	<i>229-276-0888</i>
	<i>Betty Rivers Betty</i>	<i>DLA</i>	<i>229-639-6868</i>
	<i>Geisel JEANNE</i>	<i>MCRB PW ENL4</i>	<i>229-639-7168</i>