PRE-BID CONFERENCE MINUTES

IFB N40085-16-B-7711
PROJECT TITLE: WO#800400 INSTALL PACKAGE PLANTS, INDUSTRIAL WASTE TREATMENT PLANT (IWTP)
LOCATION: MARINE CORPS LOGISTICS BASE, ALBANY, GA

DATE: 21 JULY 2016

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.

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. To date, there have been no amendments issued. The contractors were also informed that a Pre-Proposal Inquiry (PPI) Log was included in the solicitation package and should be used for submitting all questions in writing. 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. Questions are due by 01 August 2016.

2. 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. It was noted that the work would have to be performed by a licensed utility contractor. Ms. Geisel also noted that a portion of the work included under this solicitation was in support of future changes at the IWTP. A background of the IWTP was given as well. The base was built in the 1950's and there had been various renovations on different industrial processes at the IWTP throughout the years. It was also noted that the IWTP was a pre-treatment facility for industrial waste that would ultimately be transferred to the City of Albany for disposal. It was asked during the presentation if the project had been designed around a specific manufacturer. The prospective bidder also noted that they were having a difficult time locating a manufacturer that could meet the specifications. The prospective bidder was asked to submit questions in writing, but was advised that the Government could not specify a particular manufacturer.

The proposed contract is a firm fixed-price design-bid-build construction contract with two (2) Contract Line Items (CLINs). The award will be made on the total price of CLIN 0001. CLIN 0002 is a bid option for a canopy over the package plants. The Government reserves the right to order this bid option either at time of award or within 60 days of contract award. For purposes of evaluating bids for award, the Government will evaluate the total price of CLINS 0001 and 0002 to determine the low bidder. Failure to bid on any CLIN will result in rejection of bid.

The contract will include 540 calendar days from date of award to complete work. If bid option CLIN 0002 is ordered, the completion date will not change. As stated in the solicitation, liquidated damages are $1,850.00/day for each day of delay until the work is completed or accepted.

It was noted that there are no exemptions listed in the solicitation under FAR 52.225-9 Buy American Act---Construction Materials so full compliance is required. All material must comply with the applicable Buy American Act (BAA) clause as cited in the solicitation. There was some discussion on the various BAA contract clauses so prospective bidders were urged to review the applicable clause and to provide to all subcontractors and suppliers.

The contractor was advised to read the specifications and drawings carefully and was advised that the solicitation included specific qualifications, certifications, and previous experience requirements. Special issues such as a project sign, project fencing, special scheduling requirements, and special inspections were discussed/

3. Ms. Morgans noted that the Federal Acquisition Regulations (FAR) and Defense Federal Acquisition Regulations (DFAR) provisions and clauses included in the solicitation could be located in full text at http://farsite.hill.af.mil/. This website is included in the solicitation.

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.

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.

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.

Various contract clauses were discussed, including 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. It was also noted that RapidGate/NCACS would be required for base access after award of contract.

5. John Hilliard, NAVFAC FEAD Albany Construction Manager, discussed safety requirements. As noted, safety compliance would be in accordance with EM-385-1-1 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 safety and quality control plan was required and detailed in the specifications.

6. Closing remarks by Ms. Morgans included a reminder that bids were due by 2:00 PM ET on 16 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.

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 01 August 2016 in order to permit adequate time to reply to the inquiry.

7. The meeting was adjourned and all attendees proceeded to the work site. Prospective contractors were allowed to take pictures of IWTP equipment only.