

AGENDA

PRE-SOLICITATION MEETING

SOLICITATION: **RFP No. 6400011299**

TITLE: **Chestnut Ridge Maintenance Shops**

DATE/TIME: **Thursday, January 05, 9:00 a.m. E.S.T**

LOCATION: **SNS Building 8600 – CR 156 CLO Building**

- | <u>Item</u> | <u>Description</u> |
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| 1. | <p>Welcoming Remarks</p> <p>Purpose of the Meeting – Discuss the Upcoming Solicitation Package and Work Scopes.</p> <p>Solicitation/Subcontract Authority/Contacts:</p> <p style="padding-left: 40px;">Joel Poteat, ORNL Subcontract Administrator</p> <p style="padding-left: 40px;">Robert Holmes, ORNL Facilities Development Division-Project Manager</p> <p style="padding-left: 40px;">Jack Stellern, ORNL Facilities Development Division Technical Project Officer (TPO)</p> <p style="padding-left: 40px;">Cecil Peters, ORNL Principal Engineer</p> <p style="padding-left: 40px;">Mark Connell, ORNL Construction Field Representative (CFR)</p> <p style="padding-left: 40px;">David Ausmus, ORNL Safety and Health (S&H)</p> <p style="padding-left: 40px;">Todd North, ORNL Environmental</p> <p>Project Overview (Robert Holmes)</p> |
| 2. | <p>Review of forthcoming Solicitation (Joel Poteat)</p> <ul style="list-style-type: none"> • Solicitation General Information: <ul style="list-style-type: none"> Solicitation Issue Date: TBD Current Proposal Due Date is: TBD. Last Day for Questions is: TBD. Award will be per the Solicitation. Selection will be an evaluated Best Value process. Attention is called to the requirements within the Solicitation for the Technical and the Business Proposals to be submitted. Representations/Certifications Construction (website) (Submit with Proposal) Solicitation and Attachments (Reminder to Read All) Latest Construction Terms and Conditions apply (CON Mar 2011) • Award/Post Award Information: <ul style="list-style-type: none"> Notice of Award/Notice to Proceed - Letter issued listing required |

submittals.

Bond Requirements: Performance & Payment

Pre-Construction Meeting: **TBD**

Limited vs Full Notice to Proceed - Once all submittal

Requirements have been met a Full NTP will be issued.

Sub-Tier Requirements (Flow-down of the Requirements)

Submittals (Reminder)

Insurance Certificates, Form 1413, Tennessee Drug-Free

Workplace Program Certificate and Project Job Hazards
Analysis

Tennessee Use Tax Exemption- This project is not exempt from
Tennessee Sales and Use Tax.

Construction Labor Agreement - Applies and can be

viewed on the website referenced within the solicitation.

Subcontractor and **all** lower- tier Subcontractors are
required to be signatory **prior** to start of work.

Performance Period:

3. Review of the Statement of Work scope and requirements, special issues - Comments provided by Technical Personnel as follows:

- ORNL- Project Personnel (Introductions)
Project Manager (Robert Holmes)
Principal Engineer/Architect (Cecil Peters)
- Construction Field Representative (CFR) (Mark Connell)
Statement of Work Review (Division 1)
General Conditions
Invoicing Requirements and Format -
(Progress Payments are to be submitted on the Construction Pay
Application Form) Retention is to be withheld.
- Safety and Health (S&H) (Dave Ausmus)
On site Safety and Health Orientation - Reporting- Job Specific
JHA

4. Question/Answer Period-

5. Site Visit