PRE-BID CONFERENCE MEETING MINUTES

15BBNF26Q00000068 (PROJ 26Z6AT6)
Install Water Softener and Hot Water Heaters
FCI Mendota, California

DATE: May 27, 2026, at 9:00 A.M (Pacific Time)
LOCATION: FCI Mendota Conference Room

CONTRACTING OFFICER: F. Heu

I. INTRODUCTIONS:

Round table introduction of all attendee's.

II. PURPOSE OF MEETING:

Indicate the purpose of this meeting is to familiarize the contractor with the unique circumstances and requirements surrounding a correctional setting. This meeting is also to explain the solicitation, as issued, and not to furnish additional information.

State - nothing said here shall be interpreted as a change to the solicitation without the issuance of a formal amendment through the FAO Contracting Officer, Krista Sua.

III. MINUTES:

Meeting minutes will be provided to the contractor to review and return.

IV. SITE VISIT INFORMATION:

Walk to selected site for **INSTALL WATER SOFTENER AND HOT WATER HEATERS** immediately following the meeting.

V. *PROPOSAL SUBMISSION REQUIREMENTS*

1.TECHNICAL PROPOSAL

Provide sufficient detail to demonstrate your approach to performing the required construction, including:

-Technical/management approach
-Anticipated Construction schedule with milestones
-Key personnel
-Quality control and safety approach
-Assumptions impacting performance

2.PRICE PROPOSAL

Provide a complete price proposal, including:

-Total proposed price
-Price breakdown (labor, Material, Equipment) (Cost Summary Spreadsheet)
-Basis of estimate

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ADDITIONAL REQUIRED DOCUMENTS:
-SF 1442
-Representations and Certifications

SUMMARY: Submit all 48 pages of the solicitation document along with the following:
1)Technical Proposal
2)Price Proposal
3)Signed, completed Standard Form 1442.
4)Completed Representations and Certifications.

VI. TIME FRAMES AND LOCATION FOR SUBMISSION OF BIDS:

State the deadline for submission of bids for this project is **JUNE 17, 2026 by 11:00 A.M. (Pacific)**.

VII. GENERAL TOPICS:

The following submission/completion items will be addressed:

1. From the solicitation, the bidder **SHALL** complete and submit the following forms, clauses, and statements with his/her bid. Failure to do so may cause your bid to be considered as non-responsive:

- **STANDARD FORM 1442 Pages 1, 2, 4, and 46 thru 49:** Please include UEI number and Tax ID# and e-mail address where indicated in block 10 and complete blocks 14-20c. If your company has a “doing business as” name reflected in you SAM registration, include this name as well in Block 14. Ensure the address typed in block 14 matches the address in your SAM registration.

- **PAST PERFORMANCE SUBMISSION:** Per FAO-0020 (page 49), provide a list of all active and completed contracts performed by your firm in the past two (2) years.

- **BANKING INFORMATINON:** Per FAO-0020 (page 49), provide requested banking information.

- **COMMODITY OR SERVICES SCHEDULE (PAGE 4):** Complete the Unit Price (JB = job) and Amount blocks (these amounts will be the same). Note: The amounts listed in this section should be the same as the amount listed in block 17 of the SF-1442.

- **BID GUARANTEE:** Not required

- **REPRESENTATIONS AND CERTIFICATIONS:** All contractors submitting a bid must be registered in the System for Award Management (SAM) at www.sam.gov with the North American Industry Classification Standard code (NAICS) **238220** which is applicable to this acquisition.

- **FAR PROVISION 52.203-2**: Pursuant to this section, Bidder shall complete (2)(i) as applicable.

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- **FAR PROVISION 52.209-7:** Pursuant to the section of this provision, (b). Check as applicable.

- **FAR PROVISION 52.229-11:** Pursuant to section (d) of this provision, Certification. Bidder shall Complete item (d)(1)&(2) as applicable.

- **AMENDMENTS:** Amendments (if any) must be acknowledged and submitted with the bid by one of the methods as described in item eleven of the Standard Form 30.

2. Other general items to be addressed:

- **DAVIS BACON ACT:** This contract is subject to the **Davis Bacon Act**. **Wage Decision WDCA20260018** is applicable for this area. All applicable workers must be paid according to the terms of the wage decision.

- **LICENSING AND PERMITS:** All required licensing and permits are required to be obtained by the contractor who receives contract award.

- **MAGNITUDE:** The magnitude of the project is between **$500,000 and $1,000,000**

- **WORK HOURS:** Work hours within the secure perimeter shall be between **7:00 am- 3:00 pm (may vary, coordinate with the Institutions POC)** Monday through Friday excluding weekends and federal holidays.

- **COR:** The Contracting Officer's Representative (COR) is **Sean O'Brien, Central Office, Construction Representative.**

- **PERIOD OF PERFORMANCE:** The completion period is **122 calendar days** after issuance of notice to proceed.

- **TIME EXTENSIONS:** Time extensions for inclement weather will not be granted unless the weather is unusually severe and abnormal in comparison to prior years.

- **LIQUIDATED DAMAGES:** Liquidated damages for this project are in the amount of **$1,053.94** per calendar day of delay after scheduled completion.

- **PRE-CONSTRUCTION CONFERENCE:** A Pre-Construction conference is required after the contract is awarded and will be scheduled accordingly.

- **PROGRESS SCHEDULE:** A copy of the progress schedule is to be provided to the Contracting Officer and COR as soon as possible. Each time the progress schedule is changed, it must be provided to both the Contracting Officer and COR. It is suggested an updated document be provided by the Prime Contractor at the mandatory monthly progress meeting.

- **PROGRESS MEETINGS:** Progress meetings are mandatory and will be scheduled monthly.

- **PAYMENT REQUESTS:** Application for payments are to be submitted on AIA G702(Continuation) or the contractors own form as long as the information is similar to the G702. Contactors can get these forms from the following website www.aiabookstore.com

- **QUESTIONS:** Oral questions asked at Site Visit of a technical nature **are not** acceptable due to the possibility of misunderstanding or misinterpretation. All questions shall be sent in WORD FORMAT to **Krista Sua**, FAO Contracting Officer, via email at **kxsua@bop.gov**. In order to provide sufficient response time prior to the bid due date, the Government has establishing that questions be submitted no later than **June 3, 2026 @ 11:00 A.M. (PST).**

- **ACCESS TO SITE/PARKING OF VEHICLES: Parking will be provided for employee vehicles and contractor work vehicles.**

- **STORAGE OF MATERIALS:** Storage of materials will be coordinated with the COR.

- **CONTRACTOR TEMPORARY OFFICE:** No temporary office space will be provided.

- **INSPECTIONS:** "Punch List" items generated by inspections will be corrected and discrepancy items re-inspected and approved before contract closure takes place. Should any work be covered without proper notification, the contractor shall uncover that work for inspection at his own expense.

3. SAFETY POINTS:

- The contractor is responsible for providing required protective gear to all contractor workers, should it be required. Contractor will ensure that all workers have proper safety gear at all times.

- Contractor is responsible for the prevention of accidents on the project site and has spill kit onsite and containment procedures. OSHA requirements will be adhered to.

- The Contractor will have a Safety Representative on site at all times during the completion of this project.

- Proper storage of any chemicals in lay down yard with Safety Data Sheets (SDS) present.

4. **SECURITY**

- **ADVERSE WEATHER**: Whenever adverse weather conditions or other institution emergency contingencies are in effect, contract workers will not be permitted passage into the secure institution. Should emergency conditions be implemented while contract workers are inside the secure perimeter, they will be required to secure their tools, remove vehicles and equipment, and leave the institution grounds until the emergency situation has been resolved.

  Depending upon the nature of the emergency, this normally will not affect any construction outside of the secure perimeter. Contractor is reminded that fog days will be treated like rain

days. The performance period of **122 days** will allow adequate time to complete the job, and no consideration will be allowed for normal rain days and normal fog days. The normal rain, snow or fog days will be based on the average over the last ten (10) years for the local community.

- **SECURITY CLEARANCES:** Contract workers are subject to security investigative procedures. Please refer to the contract for details. Please refer to **Pages 8 and 9** of the solicitation.

- **EMPLOYEE IDENTIFICATION**: Contractor personnel working on project site must bring valid photo identification to the institution each day. The identification will be surrendered upon entry and returned upon exit from institution property.

- **TOOL ACCOUNTABILITY:** Strict accountability and control of all contractor tools and hazardous materials must be maintained at all times. All contractor tools to be used inside the secure perimeter must be inventoried and accounted for at the conclusion of the work day Contractor tools may not be stored on-site overnight. The contractor should provide for enough time at the conclusion of the work day for the return and accounting of all tools issued during the work day. Lost or missing tools must be reported to the COR the Captain immediately.

- **ILLEGAL ITEMS ON FEDERAL PROPERTY:** Firearms, ammunition, knives, other weapons, drugs, narcotics, and alcoholic beverages are not permitted inside/outside the secure perimeter or anywhere else on Federal property at any time. This includes the private vehicles of contract workers. Violators will be subject to criminal prosecution. All persons, vehicles, and equipment are subject to search by institution authorities at any time.

- **NO CONTACT WITH INMATES:** Contract workers are not to have any contact with inmates at any time. No photographs may be taken of inmates.

- **CONTRACTOR EMPLOYEE WORK DRESS:** Green or khaki-colored clothing is not allowed, as inmates wear these colors.

- **PHOTOGRAPHS:** The institution's Facilities Department maintains a digital camera that will be utilized by FBOP staff to document the project work. The Contractor may request copies of these photos, and may request that photos be taken for specific conditions. Cellular telephones equipped with photographic capabilities are prohibited on the project construction site.

VIII. ADDITIONAL DISCUSSION:

Meeting minutes recorded by:

FONG HEU Digitally signed by FONG HEU
Date: 2026.05.27
11:44:03 -07'00'

Fong Heu, Contracting Officer
FCI Mendota

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NOTICE:
MEETING MINUTES ARE PROVIDED FOR INFORMATIONAL PURPOSES ONLY. THEY ARE NOT INTENDED TO CHANGE ANY SPECIFICATIONS, TERMS OR CONDITIONS OF THE SOLICITATION. ANY AND ALL CHANGES TO THE SOLICITATION SHALL BE ISSUED IN SUBSEQUENT AMENDMENTS ISSUED BY THE CONTRACTING OFFICER ON A STANDARD FORM 30 (SF-30).

Site Visit Attendance Sheet			
Project:	**15BBNF26Q00000068 (PROJ 26Z6AT6)** **Install Water Softener and Hot Water Heaters** **FCI Mendota, California**	**Meeting Date:**	May 27, 2026 9:00 A.M., PST
Facilitator:	Fong Heu, Contracting Officer	**Place/Room:**	Business Office Work Room

Name	Title	Company	Phone	E-Mail
Blake DeRenzie	Project Manager	IMP	661-444-3147	blake.d@imechplumbing.com
Jeremiah Burkeson	Project Manager	PCS	559-970-2042	jeremiah@gridstonedevelopments.com
Dana Johnson	Estimator	PCS	508-364-5707	djohnson@gridstonedevelopments.com
Nicholas Griffith	Estimator	BCP Mechanical	619-884-8638	Nick@BCPmechanical.com
Rory Voss	Plumbing Sup.	BOP	559-274-4207	rvoss@BOP.GOV
N. Garcia	PPS	BOP	559-274-4257	Ngarcia03@BOP.gov
B. Merkel	Business Administrator	BOP	559-274-4021	bmerkel@bop.gov
E. Bareck	[illegible] Mgr	BOP	559-274-4244	Ebareck@bop.gov
S. Garcia	Eng. tech.	BOP	559 274-4245	sgarcia@bop.gov