

**Site-Visit Minutes**  
**Solicitation for Repainting of Garage Parking Area**

July 20, 2016

4 Ihor Sikorsky St.,  
Kyiv, Ukraine

Minutes from Site-Visit of July 20, 2016, 14:00 – 15:00 at the US Embassy (4 Ihor Sikorsky St., Kyiv, Ukraine).

**Introduction**

The Contracting Assistant welcomed all attendees and introduced technical representative.

Contracting representative:

- Alla Biguniak, Contracting Assistant

Technical representative:

- Oleg Gryb, Deputy Maintenance Supervisor

**Inspection of Walls**

The garage parking area was inspected by all attendees.

**Discussion of the Solicitation Package**

The following issues of the solicitation were highlighted:

1) Pricing and Payments terms according to the chapter 1.0 Section IV of Request for Proposal

- The quoter should provide a fixed cost price to meet this scope of work;
- Payment will be performed in the local currency (hryvnya). In case the price is submitted in another than local currency, the payment will be provided in the local currency anyway, based on the official NBU currency exchange rate on the date of final invoicing.
- Payment will be made within 30 calendar days after receipt of the goods and services and the valid original invoice(s).

2) Insurance according to the chapter 6 Section I of Request for Proposal

The prospective bidder should provide a copy of the certificate of insurance or a statement that the required insurance will be get in case of contract award.

3) Quotes submission according to chapter 3.0 Section IV of Request for Proposal

The quote should be submitted by e-mail to [KyivGSO@state.gov](mailto:KyivGSO@state.gov) with subject line “Quote for Repainting of the Garage Parking Area (PR5492248)” on or before **18:00 August 17, 2016**. No quotations will be accepted after this time.

The quote should be signed by authorized employee and stamped.

4) Registration in System for Award Management (SAM) according Section III of Request for Proposal

According to Federal Acquisition Regulations prospective contractors shall be registered in the System for Award Management (SAM, [www.sam.gov](http://www.sam.gov) ) prior to award of a contract and through final payment of contract.

*Quick Start Guide For New Foreign Registration* is provided in Attachment B to the Request for proposal.

Important: allow up to 18 business days after you start the registration process before your registration is active in SAM.

**Questions:**

**1) Is it possible to provide detailed drawings of garage parking area?**

Yes, the drawings of garage parking area will be provided as separate files to all site-visitors and also will be placed on the U.S. Embassy's web-site under the section "Contracts for bids".

**2) What is the required period for works to be completed? Are there any restriction on working during business days/business hours?**

As stated in the paragraph 4.5 of Request for Quotation, the work has to be scheduled between 8:00 AM and 6:00 PM on Saturdays, Sundays and official holidays.

According to the paragraph 4.8 of Request for Quotation, the work shall be completed in two weeks period.

The Quoter may propose his own schedule of works but not for business days.

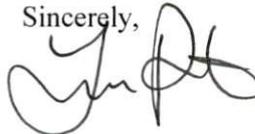
**3) Questions and answers.**

Questions should be sent by e-mail to [KyivGSO@state.gov](mailto:KyivGSO@state.gov) . Deadline for receipt of questions is July 21, 2016, 13:00. Answers will be provided in writing and will be posted on the US Embassy's web-site.

**Conclusion**

The site-visit concluded and attendees were thanked for their presence and expression of interest in serving the U.S. Government. The site-visit was adjourned.

Sincerely,



Trisha Presto  
Contracting Officer





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- KEYNOTE**
- 1 ROOM NO.
  - 4 FIRE EXTINGUISHER AND LIFE SAFETY
  - 52 PLUMBING SYMBOL AND PLUMB
  - 101 DIMENSIONED SYMBOL, COLUMN NUMBER AND GRID
  - 107 TRAFFIC ISLANDER AND STRUT

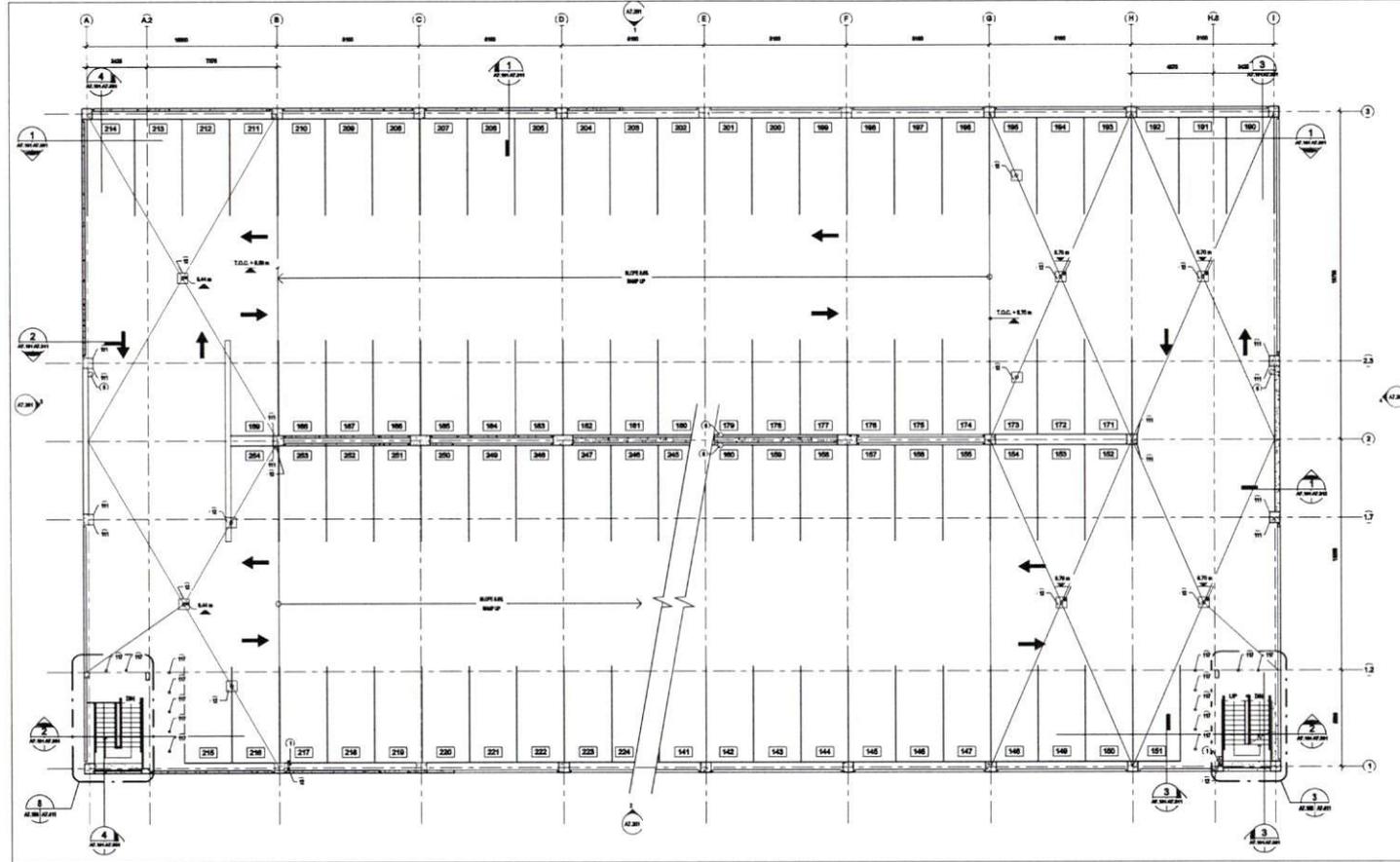


United States Department of State  
OFFICE OF OVERSEAS BUILDINGS OPERATIONS  
Washington, D.C.

**NEW  
EMBASSY COMPOUND  
FOR  
KYIV, UKRAINE**

**WARNING:**  
This document is the property of the US Government and is loaned to your organization. It and its contents are not to be distributed outside your organization. It is to be returned to the Office of Overseas Buildings Operations, Washington, DC, when no longer needed.

- DRAWING NOTES:**
1. LEVEL, F.F. SLAB + 8.88M - SEE CIVIL FOR ACTUAL.
  2. STAIRWAY DESCRIPTION IS SHOWN IN SECTION AS INDICATED IN CIVIL DRAWINGS.
  3. SEE STRUCTURAL DIMENSIONS FOR CONCRETE WALLS.
  4. SEE AT JOINT FOR PARTITION TYPES.
  5. SEE AT JOINT FOR DOOR SCHEDULES.
  6. SEE AT JOINT FOR WINDOW & LOUVER SCHEDULES.
  7. ALL EXTERIOR WALLS TO BE TYPE SL UNCL.
  8. ALL PARTITIONS TO BE TYPE SL UNCL.
  9. INTERIOR DIMENSIONS ARE TO FACE OF OFFICER WALL BOARD, UNLESS NOTED.
  10. ALL COLUMNS TO HAVE PARTITION TYPE OF UNCL.
  11. SEE AT JOINT FOR INFORMATION THAT INCLUDES ROOM NUMBER, ROOM NUMBER, AREA, FLOOR, AREA PROVIDED, AND ROOM NUMBER.
  12. SEE UNCL 90 FOR PORTABLE FIRE EXTINGUISHER LOCATIONS AND TYPES.
  13. T.O.C. <X>X M (P,U) AND T.O.C. <X>X M (P,U) INDICATE THE TOP OF CONCRETE AT THE HIGH POINT AND LOW POINT OF A SLOPING STRUCTURAL SLAB. T.O.C. <X>X M INDICATES TOP OF CONCRETE AT AN INTERMEDIATE POINT.
  14. T.O.C. <X>X M (P,U) INDICATED TOP OF CONCRETE OF PLATE STRUCTURAL SLAB.
  15. T.S. <X>X M (P,U) AND T.S. <X>X M (P,U) INDICATE THE TOP OF CONCRETE TOPPING SLAB AT THE HIGH POINT AND LOW POINT OVER A PLAT STRUCTURAL SLAB.
  16. UNLESS INDICATED OTHERWISE, THICKNESS OF TOPPING SLAB SHALL BE 25 MM.
  17. ALL SLOPING STRUCTURAL SLAB AND TOPPING SLAB OVER PLAT STRUCTURAL SLAB SHALL BE ONE A MINIMUM OF 7% ALL ROOF CONCRETE SHALL SLOPE TOWARD THE ROOF DRAIN AND MAINTAIN A THICKNESS OF 25 MM MINIMUM.



**1 PARKING LEVEL 5-6**  
AT 20' (6.10) 1:100

Rev	Number	Description	Proposed Date

**As-Built**

**Architect:** Skidmore, Peck, Kawakita and Associates, Inc.  
200 Madison Street, Suite 2000  
Baltimore, MD 21201  
Tel: (410) 528-2000

**Structural Engineer:** Paul W. Schaefer, L.L.C.  
2000 Wilson Boulevard, Suite 300  
Arlington, VA 22201-4302  
Tel: (703) 527-4700

**Contractor:** Construction Resources, Inc.  
10000 Greenway Drive, Suite 100  
Arlington, VA 22204  
Tel: (703) 527-4700

**Interior Designer:** Skidmore, Peck, Kawakita and Associates, Inc.  
200 Madison Street, Suite 2000  
Baltimore, MD 21201  
Tel: (410) 528-2000

**MEP Engineer:** Skidmore, Peck, Kawakita and Associates, Inc.  
200 Madison Street, Suite 2000  
Baltimore, MD 21201  
Tel: (410) 528-2000

**MEP Contractor:** Skidmore, Peck, Kawakita and Associates, Inc.  
200 Madison Street, Suite 2000  
Baltimore, MD 21201  
Tel: (410) 528-2000

**PROJ INFORMATION:**  
Project Name: Embassy Compound  
Client: State Department  
Drawing No: 5-6-00000  
Scale: 1/4" = 1'-0"

**FLOOR PLAN LEVELS 5-6**

DATE PLOTTED: 10/20/2010 10:00 AM  
DRAWN BY: [Name]  
CHECKED BY: [Name]

DESIGNED BY	DATE	SCALE
DRAWN BY	DATE	SCALE
CHECKED BY	DATE	SCALE
APPROVED BY	DATE	SCALE

**PKG**  
**A7.103**  
**UNCLASSIFIED**



1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17

- REVISIONS**
- 1 FLOOR PLAN
  - 2 FLOOR STRUCTURE AND LIFE SAFETY
  - 3 PLUMBING RISER AND PLUMB
  - 101 BARRICADED ENTRY, CORNER BARBERS AND STAIR
  - 107 TRAFFIC COLLARS AND STAIR



United States Department of State  
OFFICE OF OVERSEAS BUILDINGS OPERATIONS  
Washington, D.C.

**NEW  
EMBASSY COMPOUND  
FOR  
KYIV, UKRAINE**

**REVISIONS**

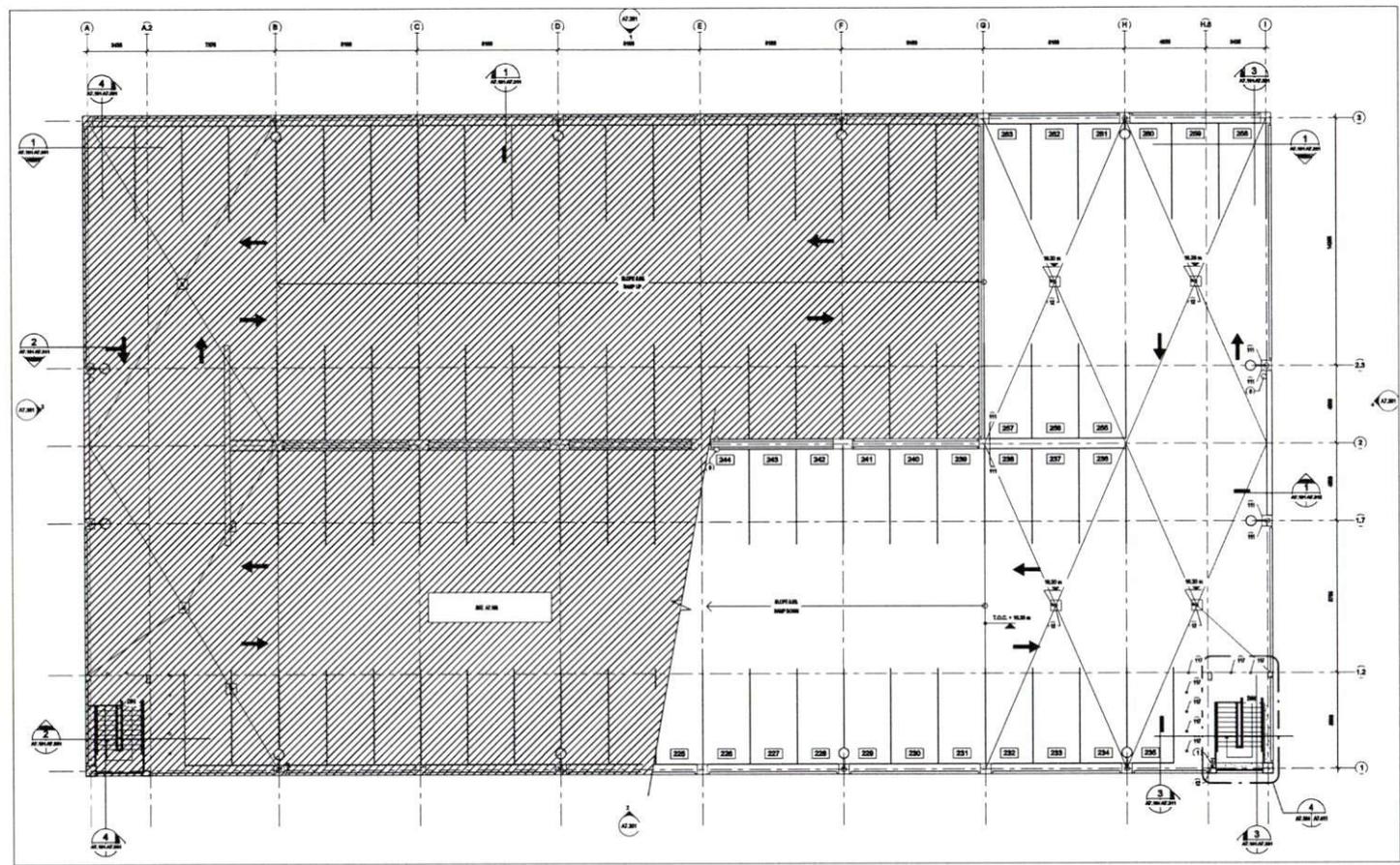
- REVISIONS NOTES:**
1. LEVEL 1 F.F. SLEEVES + BARS ARE SHOWN FOR ACTUAL.
  2. STENOCHART DIMENSIONS FOR BARRICADED INTERSECTION AS INDICATED BY CIVIL DRAWINGS.
  3. SEE STRUCTURAL DRAWINGS FOR CONCRETE WALLS.
  4. SEE AT 401 FOR PARTITION TYPES.
  5. SEE AT 401 FOR DOOR SCHEDULES.
  6. SEE AT 401 FOR WINDOW & CASER SCHEDULES.
  7. ALL EXTERIOR WALLS TO BE TYPE 2L L.I.G.
  8. ALL PARTITIONS TO BE TYPE 2L L.I.G.
  9. INTERIOR DIMENSIONS ARE TO FACE OF OFFICER WALL BEARING L.I.G.C.
  10. ALL COLLARS TO HAVE PARTITION TYPE OF L.I.G.C.
  11. SEE AT 201 FOR INFORMATION THAT INCLUDES ROOM NUMBER, SPP NUMBER, AREA REQUIRED, AREA PROVIDED, AND ROOM NUMBER.
  12. SEE L.I.G. NO. 10 FOR PORTABLE FIRE EXTINGUISHER LOCATIONS AND TYPES.
  13. T.O.C. +0.00 IN (A.P.) AND T.O.C. +0.00 IN (B.P.) INDICATE THE TOP OF CONCRETE AT THE HIGH POINT AND LOW POINT OF A SLOPPING STRUCTURAL SLAB. T.O.C. +0.00 IN INDICATES TOP OF CONCRETE AT AN INTERMEDIATE POINT.
  14. T.O.C. +0.00 IN (B.P.) INDICATES TOP OF CONCRETE OF A FLAT STRUCTURAL SLAB.
  15. T.O.C. +0.00 IN (A.P.) AND T.O.C. +0.00 IN (B.P.) INDICATE THE TOP OF CONCRETE TOPPING SLAB AT THE HIGH POINT AND LOW POINT OVER A FLAT STRUCTURAL SLAB.
  16. L.I.G.C. MINIMUM THICKNESS OF TOPPING SLAB SHALL BE 20 MM.
  17. ALL SLOPPING STRUCTURAL SLABS AND TOPPING SLABS OVER FLAT STRUCTURAL SLABS SHALL BE ON A MINIMUM OF 75. ALL ROOF CONCRETE SHALL SLOPE TOWARD THE ROOF DRAINAGE AND MAINTAIN A THICKNESS OF 25 MM MINIMUM.

Rev. Number	Revision Description	Revision Date

**As-Built**

**As-Built**

PPKS International 2000 Park Road Columbia, MD 21046 Tel: (410) 321-1000		Hatcher and Anderson, Inc. 2000 Park Road Columbia, MD 21046 Tel: (410) 321-1000	
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**PARKING LEVEL 6-7**  
AT 200' PER 1:50



SCALE = 1/8" = 1'-0"

**PKG**  
**A7.104**  
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