DEPARTMENTOFTHEAIRFORCE
105th AIRLIFT WING (ANG)
ONE MAGUIRE WAY
NEWBURGH NY 12550-5075

MEMORANDUM FOR RECORD

SUBJECT: MINUTES OF PRE-PROPOSAL CONFERENCE AND SITE VISIT, SOLICITATION W50S8D26QA012, BLDG. 200 ENERGY REPAIRS/UPGRADES

16 June 2026, 1000 - 1100

1. The list of contractors attending the meeting is shown on the attached sign-in sheet. The following Government representatives attended the subject meeting:

Name	Position
Joseph Kugler	**Contracting Officer**
Gemma Fiduk	**Base Civil Engineer**
Ayshah Tual	**105th CES**
Joe Romulo	**105th CES**
Mike Ceasar	**105th CES**

2. The following items were discussed during the Pre-Proposal Conference:
    a. The acquisition process was explained and all were notified that the solicitation is being issued as a Request for Quote (RFQ) under RFO FAR Part 12 Acquisition of Commercial Products and Commercial Services. Contract performance period is 180 calendar days. This includes all work to include cleanup and punch list.
    b. The solicitation is being issued as a total small business set-aside under the applicable NAICS code 236220, Commercial and Institutional Building Construction.
    c. Quotes are due by 26 June 2026 at 11:00 AM. Contractors were reminded to check the solicitation posting at https://sam.gov/ Contract Opportunities regularly for any changes throughout the solicitation phase.
    d. Attention was drawn to page 15 of the Standard Form 1442 solicitation document, paragraph 2 that outlines the quote content for submission.
    e. A bid bond shall be included as part of the quote submission, and Payment and performance bonds will be required upon contract award.
3. Contractors were reminded that all questions must be submitted in writing via email to: joseph.kugler.1@us.af.mil. All questions must be routed through the Contracting Office. All Contractor questions when answered will be posted to the https://sam.gov/ Contract Opportunities website. If a question arises that will result in a change to the plans or specifications, an official amendment will be issued. All correspondence, questions and answers, amendments etc. will be issued or posted through Contract Opportunities. All amendments will need to be acknowledged.
4. Contractors were informed that solicitation amendment 0001 was issued 04 June 2026 to provide updated architectural and electrical drawings. The only changes were the addition of some clarifying notes by the A-E firm that provided the original design.
5. Major Fiduk then discussed details of the project.
    a. Project ultimately aims to increase occupant comfort in the wintertime by replacing exterior roll-up doors (20), transom windows above personnel doors (5), two window ribbon systems in the offices on the south-side of the building (2), capping skylights (4), and installing radiant heaters (7)
    b. Contractors are urged to review the spec before submitting RFIs
    c. Purchase and install of insulated roll-up doors is a significant part of the project scope –

contractors are advised to review all technical requirements of roll-up doors for facilities on an Air Force Base according to applicable Unified Facilities Criteria (UFCs), National and International standards for operational features and safety requirements.

6. Next, all parties proceeded to bldg. 200 to walk the site and take measurements and pictures as needed. A few RFI's were noted by the Government, and official responses will be listed as an attachment to the solicitation posted through the Contract Opportunities portal. The site visit concluded at approximately 12:30 PM.

KUGLER.JOSEPH.JAY.1022232416 Digitally signed by KUGLER.JOSEPH.JAY.1022232416 Date: 2026.06.18 13:41:00 -04'00'

APPROVED
Attachments Sign-in Sheet

Joseph Kugler, MSgt, NYANG
Contracting Officer